**College Curriculum Committee**

**Sept. 19th 2023**

**Meeting started at 3:36pm**

* Members present:
  + O’Malley School of Business: Simion Tomoiaga (subbing for Musa Jafar)
  + School of Health Professions: Jeff Cherubini
  + School of Engineering: Mahmoud Amin, Yi Wang
  + School of Liberal Arts: Nuwan Jayawickreme (Secretary), Evelyn Scaramella
  + Kakos School of Science: Michael Judge, Matthew Jura (Chair)
  + Council of Faculty Affairs (CFA) – Sr. Mary Ann Jacobs
  + Excused – Fengyun Wu, Musa Jafar (both O’Malley School of Business), Michelle Bell (School of Health Professions)

Call to order with quorum at 3:36pm

**Agenda**

Motion to approve agenda passed.

* Approval of minutes of 5/16/23 meeting
  + Change on page 4 was suggested (add the following – “Provost Clyde – In the AAUP guidelines of governance – describes faculty primacy regarding curriculum and faculty status; BUT subject to financial realities; AAUP statement shared by Michael Judge indicates that faculty have primacy in curricular matters”)
    - Minutes revised to reflect this
  + Approval of revised minutes – motion proposed by Mike Judge, seconded by Sr. Mary Ann Jacobs

**Chair’s Report**

* EAC met earlier this month. Agenda items should be sent to EAC Agenda Committee (Drs. Roy, Marin, Gonzalez-Toro, and a student).
* Will have nursing BSN proposal to review next meeting; we already have documents; still missing some documents (e.g., syllabi)
* College Technology Committee is being reorganized; will need faculty to serve on it; laptop initiative is still continuing.
* No other committee reports
* New academic calendar for 2025-28. Sent to constituents for review. No day of wellness was included, but it will be.
* New policy on retaking courses proposed by Dean Kelly (Kakos School of Science); new proposal is that students can’t take a course twice total (two final grades total; a student can withdraw from a course as many times as they want).
  + It was unclear to the committee what data was used to come up with this proposed policy.
  + It was agreed that a college-wide policy was needed
* Creation of accessibility committee – Tamara Britt started on this before the pandemic (she has since left the college); focus will initially be on technology accessibility before moving on to physical disability
* Many proposals coming our way; October meeting may involve reviewing the following proposals:
  + Nursing (BSN)
  + Changing to Accounting major
  + Three 5-year programs in Psychology
  + Data science major from Mathematics
  + Concentration in AI from Dean De

**Other Business**

* What is the proper level of confidentiality of proposals that come before the CCC?
  + Concerns were expressed regarding the process through which the AI concentration proposal was handled last summer
  + No quorum was available for meeting during the summer to discuss the AI concentration
  + It was agreed that this committee should only meet during the academic year.
  + A change was proposed to the bylaws (Article 4, section 1, sentence 3) – “other meetings may be scheduled as needed, but no later than May 31st.” This will ensure that this committee has the time to do due diligence before the catalog deadline.
    - Motion was proposed and seconded. Motion passed unanimously.
  + Should individual CCC members communicate with other faculty when they get proposals? It was decided that it is allowed for members to speak to others and for those members to share that information with the chair, who then shares that information to the committee.
* Should the CCC have a role in the removal of programs?
  + A change was proposed to the bylaws (Article 1, Line 3) - “The CCC must review the elimination or removal of existing degrees or programs.”
  + The motion was seconded, and passed unanimously.

Meeting ended at 5:02pm

Minutes submitted by Nuwan Jayawickreme (School of Liberal Arts)