



MINUTES: Curriculum Committee

Monday, Aug. 12, 2013

Time: 8:00 am

Location: D8-11

Members Present: V. Sposetti, R. Janiec, D. Culp, P. Harrison, S. Cooper, E. Lense, N. Clark, G. Childs

Not Present: M. Yanes, E. Bushhousen, N. Isaacs, H. Freymiller, R. Rey, I. Bhattacharyya, T. El-Kerdani,

Guests:

Agenda	Item	Presenter/Discussion	Action/Motion	Timeline
Minutes	Approval of Minutes	July 22, 2013 minutes	Approved electronically: El-Kerdani, Bhattacharyya, Rey, Isaacs, Janiec, Culp, Sposetti)	
Student Recommendations		None were presented.		
Requests	Mediasite Recordings – 24hr. Turn Around Time DMD/MPH Joint Degree Agreement	Dr. Sposetti reported a few faculty and students have asked if the Mediasite recordings could be made available sooner than the Best Practices recommended 48 hours. Gail noted some faculty are repurposing some of their recordings into online and blended courses, so archived recordings will be accessible at the request of the instructor who gave the lecture. The DMD/MPH agreement identifies 12 credits of dental courses to be credited toward the MPH degree. Students can apply to this program while in dental school but may not retroactively after graduating with their DMD. Statement 6 in the agreement seemed to be contradictory as to when students would be awarded their degrees.	Motion: The Curriculum Committee accepts the new version of the Mediasite Guidelines document. (Clark/Sposetti) Approved. The document will go to the FAB committee. Motion: The Curriculum Committee would like clarification on #6.(Lense/Clark) Approved. The document will be sent back to the MPH for explanation.	
Communication	DEN 5221 – New Course Director Committee Charge	Dr. Virginia Dodd is the new course director for DEN 5221. The charge has been sent to the Dean and the committee is awaiting its return.	Information Item.	

Curriculum Management	DEN 6415C Debriefing DEN 6432C Debriefing	Dr. El-Kerdani was not present at this Curriculum Committee meeting and asked if this could be held over to the next meeting on Aug. 26, 2013. The most significant recommendation in the debriefing was to split the class in half for the radiographic labs. Half would take the lab at one time and the second at another time. It's unclear if extra time would be needed for this.	Placed on next meeting's, Aug. 26, 2013, agenda. Motion: The Curriculum Committee supports the recommendations that have been made, and approve of dividing the lab sessions to find a solution. (Harrison/Clark) Approved. Gail will work with Dr. U. Nair and IT to see if the process can be speed up using student laptops.	
Old Business	Elect Vice Chair Update on Department Competency Meetings Curriculum Committee Meeting Times Survey Results Best Practices on Posting Documents	Dr. Sharon Cooper has been nominated and accepted the nomination as the Curriculum Committee Vice Chair for 2013-2014. Gail reported all the departments have been met with to review the competency process. The next phase, phase II, is to ask each department to certify the competency report on ECO is accurate and to list the assessments and where they are confirmed in the department. Dr. Sposetti presented the findings from a survey conducted about the best meeting times for the Curriculum Committee. Gail noted the Best Practices Guide has been updated in accordance with the Curriculum Committee's approval from July 22, 2013, meeting. It is posted on the Instructional Support web page along with an instructional video.	Motion: Dr. Cooper to assume the role of Vice Chair for 2013-2014. Approved. Information item. Motion: The committee will now meet on Thursday evenings from 5:15-6:30pm. (Janiec/Cooper). Approved. Christina will compose two schedules, one for the second and fourth Thursday's and one for the first and third Thursday's for the 2013-2014 year, and it will be presented to the committee at the next meeting.	
New Business	ExamSoft	Our current exam system, XAM, has been in place since 2002. Due to the minimal support and on recommendation by Academic Health Center, the College of Dentistry was advised to migrate from XAM. Gail indicated that an ExamSoft pilot will take place Fall 2013 by giving semester 1 course directors the option of using ExamSoft or XAM softwares. Cost for the pilot would be covered by instrument licensing and not be charged to the students.	Motion: The committee supports the ExamSoft pilot for Fall 2013, semester 1 course directors and requested an evaluation report after Fall 2013 is complete. (Clark/Lense) Approved.	

	Turning Point-Responseware	<p>Dr. Sposetti reported the testing center has become more expensive, security is lacking and the dental college has the lowest priority in exam placement of the testing center's schedule; which is after 3pm and at the testing center's support leaves at 2pm.</p> <p>Students using ExamSoft would report to a classroom with their laptop, download the exam prior the exam time, open the exam with a password given at the time of the exam and then upload the exam when finished.</p> <p>TurningPoint has an online component Responseware, a TurningPoint app. Incoming students only, Class of 2017, will be given the option to purchase a clicker or a Responseware license for one or four years. If the student gets a new phone, the student is responsible for updating their Responseware account.</p>	Instructional support has sent this communication to the Fall Course Directors.	
Adjourned		9:33 a.m.		
Follow up Items	<p>Curriculum Revision Faculty Forums</p> <p>Curriculum Committee Retreat</p> <p>Special Needs Patients and Extramural Rotation Proposals</p> <p>Leadership Elective Proposal</p>	<p>Tues, Aug. 20, 1:30 in D8-46, Wed, Aug. 28, 2:30 in D8-46, Mon, Sept 9, 8:00 in D3-3.</p> <p>Friday, September 13 at 8:00 in D8-11</p> <p>Dr. Gibbs</p> <p>Dr. Xirau-Probert, G. Childs</p>		