



MINUTES: Curriculum Committee

Monday, July 8, 2013

Time: 8:00 am

Location: D8-11

Members Present: V. Sposetti, N. Clark, G. Childs, R. Janiec, D. Culp, P. Harrison, H. Freymiller, T. El-Kerdani, R. Rey, S. Cooper

Not Present: E. Lense, M. Yanes, I. Bhattacharyya, E. Bushhousen, N. Isaacs

Guests:

Agenda	Item	Presenter/Discussion	Action/Motion	Timeline
Minutes	Approval of Minutes	June 24, 2013 minutes were not reviewed and will be sent electronically again for approval.	June 24, 2013, minutes were not approved at the meeting and will be sent out again for electronic approval. (Electronic approval: Bhattacharyya, Sposetti, Spencer, Clark). The approved minutes will be posted to the Curriculum Committee SharePoint webpage after approval quorum is reached.	
Student Recommendations	Posting Best Practices	2DN Class President, Jon Scott submitted a request to the Office of Education requesting faculty consider posting in PowerPoint, allowing the class to format them for study notes. If PowerPoint is not possible, then black and white PDFs with a white background and one slide per page <i>and</i> a PDF of the lecture slides, one per page in color. Ms. Freymiller supported the proposal as students could use both these format in printable and online, forms for study.	Motion: Amend the <i>Best Practices for Classroom Teaching and Student Evaluation</i> document, such that faculty have the option of submitting a PowerPoint file and/or a pdf file with one slide per page in color with a white background. Approved.	
Requests		None were presented.		

Communication		Information item: Robinson's has appointed Richelle Janiec to serve in his place as ex-officio member.		
Workgroup Updates		None were presented.		
Curriculum Management	IFH Course Evaluations	G. Childs reported the core faculty meeting was overall positive and the only concern was the response rates. She shared the response rates with the committee. Dr. Sposetti reported Rick Davidson is retiring and a new person (Dr. Amy Blue) has been hired, so there will likely be some changes in the course in the upcoming years. In addition, they are recruiting AHC faculty for the fall 2013 course.		
Old Business	Rotation Review – Mini Retreat 2013-2014 Meeting Dates Chair and Vice Chair for 2013-2014	The rotation review mini retreat was proposed for August 21, 2013, at 1pm-5pm. This date and time did not work with several Curriculum Committee members schedules. Members agreed that meeting format should change to make Curriculum Committee meetings more efficient and discussion more focused. Due to schedule commitments, it is difficult for many members to attend; a more efficient structure should facilitate after-work meetings to be more amenable to all. A suggestion was made (P. Harrison) to re-structure information items in the early part of meetings (5- 5.15), so that (even in the case of late clinical finishes,) all participants can still be present for agenda items requiring discussion/voting. Online nominations and voting for Curriculum Committee Chair and Vice Chair.	The meeting has been rescheduled for Friday, September 13, 2013, from 8am-noon. September 6 has a TEAM meeting. Proposed to have meetings Monday from 5pm – 6:15pm starting in the fall for one semester. A new list of proposed meeting times will be created for the July 22 meeting An email for nominations for chair and vice chair will be sent out, and the next week, follow up with an email for candidate voting. Voting will close the next week on July 24.	
New Business		None were presented.		

Adjourned		9:14 a.m.		
Follow up Items				