The Curriculum meeting was called to order at 2:00 PM, 19 September in SE115. Members present:

Anthony Ruocco          Hasan Kahn
Peter Alfieri            Yajni Warnapala
Al Cutting               Louis Swiczewicz
Susan McMillan           Doug White
Annie Russell (nonvoting) Joan Romano (nonvoting)

Introductions

General Comments

Volunteer Secretary for minutes and web-posting: I will be asking the Provost Office for admin support in the form of someone who can take notes and prepare minutes of the meetings. This person would also be responsible for posting information on the Senate Website and the Electronic Curriculum website.

Meeting time for future meetings: Several of the members were in classes, which prompted the need to change meetings from 2 PM to 3 PM on the Third Wednesday of the month

Anticipated major issues
College unbound: *This is an ongoing discussion from spring 2012. While there may be policy issues, we believe that the curriculum process for courses can be the same as that of any other courses.*

School of Continuing Studies (senate ad-hoc committee): *The senate established an ad hoc committee to investigate several aspects of the School of Continuing Studies and its role within the larger RWU community. But we think those discussions will be policy based and as curriculum is developed it will be processed through our committee has it has been in the past.*

Temporal and delivery modes for courses (senate ad-hoc committee): *Some concerns arose that there are differences in courses when they change from classroom based to online based delivery. Some courses are subject to much larger change than others; and some may be seamless in the transition. The committee believes someone should have oversight of when a course changes its mode of delivery but that it is probably something that can be monitored better from within each individual school rather the Faculty Senate Curriculum Committee. The same general feeling also applies to the time for which a course has been designed for (semester, 8 weeks, minimester) and that changing it may be a fundamental change, but such changes have to be managed from within the schools.*

Submission processes

FCAS web-based system expanded university-wide
Phase in use over the fall

The Committee wishes to thank Roxanne O’Connell for all her work in putting together the online system for curriculum submissions and expanding it to serve the entire university. It was agreed that the committee should migrate to the online process for all new actions in Fall 2012 and it should be the only method for Spring 2013. The committee would still honor paper-based actions this fall for those that are already underway. See Motion

Old Business: There were some courses submitted from the School of Continuing studies which were not completely processed last fall. Hasan Khan is going to look through his notes to determine which courses they were as they may have been inadvertently lumped into some actions with the Open University program. Hasan is also going to see if he can find a consolidated list of questions which the committee thought it had been passed on to SJS concerning an MS in Network Security that the SJS rep on the committee said they never received.

Adjourn to Meet/Greet the Provost

The meeting was adjourned at 3:00 PM to attend the Provost Meet & Greet.

Next meeting is 17 October 3:00 PM in SE115
**Senate Motion: Made by Doug White, Seconded by Al Cutting

Move that the Faculty Senate adopt the electronic submission system for all actions pertaining to matters coming before the FSCC beginning in Fall 2012. Also move that the Faculty Senate ask the Provost Office and the Registrar Office to also adopt the electronic system as the RWU standard curriculum system.

Minutes prepared and Submitted by

Dr. Anthony S. Ruocco, Chair