Meeting Minutes
UAS Curriculum Committee
March 13, 2015


Guests: D. Sexton

Chair C. Hay-Jahans called the meeting to order at 3:02 pm in the Novatney conference room.

Agenda: (tape count: 0:35-1:29)
The agenda was accepted as amended (Oceanography submitted SLO).

Minutes from 02-20-2015: (tape count 1:38 -5:35:00)
Draft minutes from the last meeting are posted in the shared drive at \berling\AY 14-15\Curriculum Committee\Minutes. A.Staack moved to approve the minutes of the February 20, 2015 meeting as amended with the after notes. A. Jones seconded. The minutes of the meeting were approved as presented without objection.

Second Reading:
15-07 Law Enforcement AAS – Category A Curriculum Change (tape count 5:40:00 – 10:54:00)
This proposal removes Philosophy 301 from the general requirements, and increases the Fine Arts requirements to 6 credits of advisor-approved electives from the Fine Arts or Humanities GERs (from 3 credits of only Fine Arts requirements). D. Sexton said he has a meeting with faculty next Wednesday 3/18. The committee decided that with Faculty Senate meeting in May, this would still have time to be reviewed by both CC and FS before the end of this AY. B. Hegel reminded that the Curriculum Committee meets on April 17th and it would have to be signed off by Faculty Senate and several faculty before the end of their contract. B. Wilkes moved to table. Seconded by A. Staack. The motion carried without objection.

Student Learning Outcomes (tape count 11:05 - 1:56:25): The committee reviewed Student Learning Outcomes for courses A and B. The Committee used the SLO appendix in the Curriculum Committee Handbook as a guide as well as the sample SLO Review Notes.

C. Hay-Jahans explained that as requested by the Faculty Senate President, all submitted student learning outcomes will be passed on a first reading. In reviewing each set of submitted learning outcomes, the committee will compile notes of observations/recommendations and suggestions, to be provided to the relevant programs upon request. All programs are encouraged to review their submitted learning outcomes at least once during their respective program reviews. Programs may also make revisions/improvements to submitted learning outcomes at any time as long as the curriculum of the
course(s) in question is not altered in any way. If a change in curriculum is required, the usual curriculum proposal procedure should be followed. He also stated that he recommends standard practice to be that all units review their SLO’s during their Program Review (every 5 years).

The committee reviewed the following submitted SLO’s:

Accounting (ACCT): The committee reviewed the submitted student learning outcomes and highlighted words and phrases in ACCT 222 and ACCT 225 that could be revised/strengthened to better reflect measurable outcomes. These will be offered to the ACCT program faculty for their consideration. B. Wilkes moved to approve the submitted learning outcomes. A. Staack seconded the motion. (TC 11:05:20 - 28:10:00)

Anthropology (ANTH): The committee reviewed the submitted student learning outcomes and highlighted words and phrases in ANTH 200, 202, 211, 225, 280 that could be revised/strengthened to better reflect measurable outcomes. These will be offered to the ANTH program faculty for their consideration. B. Hegel reported that she contacted Anita Parrish, Assistant to the Dean of A&S, about the missing courses. A. Staack moved to approve the submitted ANTH learning outcomes. A. Jones seconded the motion. (TC 11:05:20 - 35:27:00)

Art (ART): The committee reviewed the submitted student learning outcomes and determined that some of the language didn’t adequately establish measurable outcomes. P. Dalthorp (Art unit representative) would refer to the comments/observations from the Curriculum Committee when revising those outcomes. A. Staack moved to approve the submitted ART learning outcomes with the noted observations. B. Wilkes seconded the motion. (TC 35:32:00 - 46:32:00)

American Sign Language (ASL): The committee reviewed the submitted student learning outcomes and discussed language that would better describe measurable outcomes. The committee offered their comments for ASL program faculty’s consideration. A. Staack moved to approve the submitted ASL learning outcomes with the noted comments. B. Wilke seconded the motion. (TC 46:33:00 - 1:02:50)

Astronomy (ASTR): The committee reviewed the submitted student learning outcomes and highlighted suggested changes that would better describe measurable outcomes. This document would be made available to the ASTR program faculty. A. Staack moved to approve the submitted learning outcomes with the suggested changes. B. Wilkes seconded the motion. (TC 1:03:00 - 1:07:29)

Business Administration (BA): The committee reviewed the submitted student learning outcomes and made suggestions for changes to the SLO’s for the BA program. This document would be made available to BA faculty. B. Wilkes moved to approve the submitted learning outcomes with the suggested changes. B. Urquhart seconded the motion. (TC 1:07:40 - 1:25:30)

Biology (BIOL): The committee reviewed the submitted student learning outcomes and made suggestions for changes. A. Staack moved to approve the submitted learning outcomes with the
suggested changes. A. Jones seconded the motion. (TC 1:25:50 - 1:56:30) In regards to BIOL S175, Jan will provide corrected information directly to C. Hay-Jahans.

**Future of SLO Findings/Observations (tape count 1:56:32 – 1:56:40)**
Revisions to be submitted through the usual proposal submittal process (Curriculum Committee email).

**Committee Composition for AY 15-16 (tape count 1:58:10)**
C. Hay-Jahans reminded committee members that the composition of the Curriculum Committee must be determined by April (as workloads are being developed). He asked members to be prepared to report the AY 15-16 representative at the next meeting. Following is what is currently known:

<table>
<thead>
<tr>
<th>Department/School</th>
<th>Current Representative</th>
<th>AY 15-16 Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Ed</td>
<td>Reid Brewer</td>
<td>TBD</td>
</tr>
<tr>
<td>Education</td>
<td>Alberta Jones</td>
<td>Will serve again next academic year</td>
</tr>
<tr>
<td>Humanities</td>
<td>Pedar Dalthorp</td>
<td>Will serve again next academic year</td>
</tr>
<tr>
<td>Library</td>
<td>Bethany Wilkes</td>
<td>TBD</td>
</tr>
<tr>
<td>Management</td>
<td>Anselm Staack</td>
<td>Will serve again next academic year</td>
</tr>
<tr>
<td>Natural Science</td>
<td>Chris Hay-Jahans (chair)</td>
<td>Will serve again next academic year</td>
</tr>
<tr>
<td>Social Science</td>
<td>Bill Urquhart</td>
<td>Will serve again next academic year</td>
</tr>
<tr>
<td>Ketchikan</td>
<td>Dale Miller</td>
<td>TBD</td>
</tr>
<tr>
<td>Sitka</td>
<td>Math Trafton II</td>
<td>TBD</td>
</tr>
</tbody>
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**Next meeting date:** April 17, 2015, 3:00 pm

**Other:** Barb Hegel asked that committee members inform their faculty that proposals can still be submitted for review (until the October deadline). (tape count 2:00:57)

The meeting adjourned at 5:00 PM.