

Meeting Minutes

Joint University-wide Curriculum Committee

April 7, 2022

11:45 a.m. – 12:30 p.m., Remote Meeting

Members: Leslie Bach, Bill Bosl, Cathy Goldberg, Katie Hoffman, Erika Johnson, Nick Leonard, Jennifer Loli, Jo Loomis, Shirley McGuire, Michelle Millar, Megan O’Banion, Deborah Panter, Collynn Dang (Representing Jeff Paris), Natacha Ruck, Basilos Tesfai, and three TBA members.

Guest: Cathy Gabor

Members Absent: Rosana Aguilar (on leave), Richard J Ayers, Bernadette Barker-Plummer, Robert Bromfield, Nate Hinerman, Erika Johnson, Ryan Langan, Jeff Paris (Collynn Dang Representative), Annie Pho, April Randle

I. Welcome and Approval of the Minutes (5 mins)

Co-Chairs Shirley McGuire and Jo Loomis welcomed all members. Co-Chair Loomis officially started the meeting. Co-Chair Loomis asked members if there were any corrections or additions to the minutes from the March 10th meeting. None were reported. Bill Bosl motioned to approve the minutes and Leslie Bach seconded the motion. The minutes were approved.

Co-Chair Loomis asked members if there were any additions to the agenda. None were reported. Michelle Millar motioned to approve the agenda and Deborah Panter seconded the motion. Co-Chair Loomis asked if there were any oppositions. None were reported. The agenda was approved.

II. Proposed Next Step re: [Proposal: Instructional Modalities](#) - Move to a Task Force (10 mins)

Co-Chair Loomis reported there was a suggestion to move the conversation about the Proposal for Instructional Modalities to a task force and that she was willing to head the

task force. Co-Chair McGuire remarked that two issues emerged from the conversation at the last JUCC meeting:

- Balancing faculty pedagogical and course-creation needs (flexibility) with students' needs (predictability)
- Using clear, uncomplicated descriptions that are in line with USF's accreditor (WSCUC)

Co-Chair McGuire presented several options for next steps and a deeper dive into the main issues:

- Create a subcommittee within the JUCC that can bring recommended changes back to the larger JUCC membership
- Put a call out for a task force beyond the JUCC
- Lean on the Student Hybrid Experience (SHE) Committee - this pre-formed group provided information for the Proposal and is willing to support the JUCC

Co-Chair Loomis reminded JUCC members to take conversations in JUCC meetings back to their schools and programs to increase faculty and administrators' awareness of the conversations. Co-Chair McGuire asked for comments. Deborah Panter voted to create a subcommittee within the JUCC. Megan O'Banion seconded the vote and offered to be part of the subcommittee. Deborah Panter seconded the offer to be part of the subcommittee. Co-Chair Loomis motioned to develop a subcommittee to look into the modalities and then report back to the JUCC as a whole. Deborah Panter seconded the motion. The motion was approved. Co-Chair Loomis commented that there needs to be faculty representation on the subcommittee. Co-Chair McGuire commented that student representation is also important on the subcommittee.

III. Core Advisory Committee (CAC) Memo - Discussion with Guests from CAC (25 mins)

Co-Chair Loomis introduced guest speaker, Cathy Gabor, to explain more about the CAC Memo. Cathy Gabor commented that she was Co-Chair of the CAC when the Memo was written and that, while no longer Co-Chair, she was speaking on behalf of the CAC.

Cathy Gabor provided a background on the Core Assessment Project and the CAC:

- Upon completion of the Project, the CAC wrote a summary and took a year to discuss findings, concluding that the Core should be reviewed in light of its age (20 years) and the data that was collected.
- The CAC considered Core revision to fall under the purview of the JUCC, being a curricular matter that impacts more than one college.

- The CAC asks the JUCC to decide on a process for initiating a conversation about the Core (e.g. approve the CAC to establish a process or proceed as a joint effort of the CAC and JUCC).

Co-Chair McGuire spoke with Provost Oparah, who had suggestions for the JUCC to consider; the Provost (with support from the JUCC and the CAC) is willing to put a call out for three (3) Core task forces:

1. Exploration Task Force (in fall 2022, work with the CAC and consult with the JUCC to explore Core options and CAC data, and bring findings to the JUCC)
2. Task Force to Co-Design the Future Core
3. An Implementation Task Force

Co-Chair Loomis asked for additional comments. Cathy Gabor commented that eventually the proposed changes will need to go before the USFFA (Full-Time Faculty Union) as the current CBA requires changes to the Core to be voted on by the full union membership. Natacha Ruck commented that this is the same for the Part-Time Faculty Association. Co-Chair McGuire commented that the JUCC would document the process and follow the CBAs.

Co-Chair Loomis asked for additional comments. Natacha Ruck commented that the Memo was interesting with many directions (i.e. implementing more diversity and inclusion in the Core as well as containing multi-disciplinary approaches). Cathy Gabor commented that the regular work of the CAC will not cease while the Core undergoes revision.

Michelle Millar commented that the CAC has done much of the exploratory work and that it might be beneficial to build on that pre-existing work. Co-Chair McGuire emphasized that the exploratory task force would build on the work of the CAC (e.g. work with AJCU or conduct listening sessions). Cathy Gabor commented that the CAC membership changes annually and that while this changeover brings new perspectives, some institutional memory may be lost; some continuity remains with the CAC leadership; the CAC is made of department Chairs from the Core areas, plus a faculty member each from the School of Nursing and Health Professions and the School of Management (the schools recently began to offer Core courses); the frequency of CAC meetings is once per semester and there may be some capacity for the CAC to take on this project.

Co-Chair McGuire asked if there are student members of the CAC. Cathy Gabor commented that there are no students currently serving on the CAC but that the JUCC can be a way to solicit student voices. Co-Chair McGuire commented that the exploratory task force could interact heavily with the CAC and converse with the different members of the USF community.

Co-Chair Loomis asked if there were further comments. None were reported. Deborah Panter moved to proceed with an exploratory task force generated by the Provost's call out. Leslie Bach seconded the motion. Co-Chair Loomis asked if there were any oppositions or abstentions to the motion. None were reported. The JUCC recommended the Provost put a call out for the task force.

Co-Chair McGuire asked the Committee if there were further recommendations for the task force. Deborah Panter suggested that the membership should be represented across the schools (College of Arts and Sciences, School of Nursing and Health Professions, and the School of Management). Michelle Millar recommended that there should be a clear charge and purpose for each task force.

IV. Closing / Action Items (5 mins)

- Co-Chair McGuire will write to the Provost with the JUCC's recommendation for a task force. Co-Chair McGuire and Loomis will communicate the Provost's decisions back to the JUCC.

Cathy Gabor requested that the JUCC send a short response to the Memo to the CAC Co-Chairs.

- Co-Chairs Loomis and McGuire will send a response to the current CAC Co-Chairs.
- Co-Chair Loomis will send out a notice about meeting times for the Instructional Modalities Subcommittee

Co-Chair Loomis officially closed the meeting.