

Meeting Minutes

Preparation Workgroup for the Joint University-wide Curriculum Committee (pre-JUCC)

March 11, 2021

12:00 p.m. - 1:00 p.m., Remote Meeting

Members Present: Rosana Aguilar, Leslie Bach, Bernadette Barker-Plummer, Robert Bromfield, June Madsen Clausen, Marie-Claude Couture, Lovepreet Dhinsa, Joshua Gamson, Cathy Goldberg, Laura Hannemann, Erika Johnson, Ryan Langan, Michelle R LaVigne, Kelly L'Engle, Marvella Luey, Shirley McGuire, Charles Moses, Deborah Panter, April Randle, Jeff Paris, Annie Pho, Joshua Rosenberg, Jill Schepmann, Julie Sullivan, Peggy Takahashi

Members Absent: Richard J Ayers, Olivera Jovanovic, Michelle Millar, Susan Prion

I. Welcome and introductions continued (10 mins)

Senior Vice Provost Shirley McGuire opened the meeting by welcoming everyone and reviewing the meeting's agenda. McGuire also congratulated Dean Moses and the School of Management for their recent positive AACSB accreditation visit.

II. Approval of the minutes (5 mins)

McGuire asked if there were any corrections to the minutes from the February 25th 2021 meeting. No corrections were noted. Dean Moses moved to approved the minutes; Associate Vice Provost Panter seconded the motion. Minutes were approved.

III. Review and feedback for JUCC Proposed Scope Draft (10 mins)

The Scope workgroup briefly discussed the overview of the proposed scope section for the JUCC ByLaws. The JUCC would act as a review and advisory group on curriculum proposals and processes that impacts more than one college or school, as well as University-wide policy proposals and processes that have implications for the structure or delivery of curriculum. The scope workgroup noted the proposed scope is broad to include of all possible proposals that may met the defined scope.

Faculty Co-Chair Cathy Goldberg asked that the proposed scope be added to the draft ByLaws with changes to be made as the process and membership sections are drafted. All but one eligible voting member (20) present voted to adapt the proposed scope.

- IV. Discussion of membership for small workgroup (15 mins)
- a. Membership (Members: Jill Schepmann, Jeff Paris, Annie Pho, and Richard J Ayers)

A brief discussion was held on items for the Membership workgroup to consider while drafting the Membership section of the JUCC By-Laws. Key items noted included:

- Overall size
- Term limits
- Members job description
- Faculty membership elections
- Both elected and appointed members
- Part-time faculty representation
- Student representation – undergraduate / graduate
- Equal representation between Administration and Faculty
- How will the membership from the administration be decided?
- Possible overlap with college / school curriculum committee membership

- V. Discussion of process for small workgroup (15 mins)
- a. Process (Members: Joshua Rosen, Ryan Langan, Charles Moses, Marie-Claude Couture, Leslie Bach, Michelle R LaVigne, and Deborah Panter)

A brief discussion was held on items for the process workgroup to consider while drafting the process section of the JUCC By-Laws. Key items noted included:

- How do items get to the JUCC?
- The relationship between the college / school curriculum committees
- If faculty members are not satisfied with decisions made by the college / school curriculum committees can these proposals be reviewed by the JUCC?
- Who can send items to the JUCC?
- The mechanism on how items get to the JUCC and how the items are reviewed/ discussed – (e.g. schedule / calendar of meetings, email address for the JUCC, etc.)

- VI. Action items and closing (10 mins)

Rosana will follow-up with membership and process small workgroups to schedule 1-2 meetings in the coming weeks.