Meeting Minutes

Preparation Workgroup for the Joint University-wide Curriculum Committee (pre-JUCC)
October 7, 2021
11:45 a.m. - 12:30 p.m., Remote Meeting

Members Present: Rosana Aguilar, Leslie Bach, Bernadette Barker-Plummer, Robert Bromfield, Cathy Goldberg, Erika Johnson, Ryan Langan, Jennifer Loli, Jo Loomis, Shirley McGuire, Michelle Millar, Megan O’Banion, Deborah Panter, Jeff Paris, April Randle, & Basilos Tesfai

Members Absent: Richard J Ayers, Marie-Claude Couture, & Annie Pho,

I. Welcome (10 mins)
Co-Chair and Senior Vice Provost Shirley McGuire welcomed the fifteen (18) previous and new members to the Preparation Workgroup for the Joint University-wide Curriculum Committee (JUCC) and explained that six (6) members were to-be-determined (TBD). The two student representatives, Jennifer Loli and Basilos Tesfai, briefly introduced themselves. Senior Vice Provost McGuire also informed the committee that a web page has been created for the JUCC. The link to the JUCC web page was shared via the zoom chat.

II. By-Laws (30 mins)
Senior Vice Provost McGuire briefly reviewed the Working DRAFT Spring 2021-By-Laws of the JUCC and explained one remaining issue that was raised by the Council of Deans and Provost Oparah.

Issue: Please clarify the relationship between the JUCC and the College / School Curricular Committees.

Members had a rich discussion on the issue and agreed to add under the scope section of the By-Law that curriculum proposals for new programs, terminating programs, and/or programs that involved more than one (1) school / college will move to be reviewed by the JUCC. The JUCC will provide recommendations for the Provost or send the proposal back to the originator(s) at the college / schools with feedback / rationale.
Senior Vice Provost McGuire also reviewed the new next of the approval process for JUCC By-Laws.

III. Closing / Action Items (5)
Senior Vice Provost McGuire will update the Working DRAFT Spring 2021- By-Laws of the JUCC and will send the final version to Provost Oparah, the President of the University of San Francisco Faculty Association (USFFA), the JUCC membership for them to share with their constituents.

Rosana Aguilar to add all members to the JUCC share drive.

Minutes written and submitted by Rosana Aguilar, Assistant to the Senior Vice Provost