Undergraduate Curriculum Forum
Meeting Minutes for Thursday, October 2, 2014
Adanti Student Center, Room 301


I. Opening
   A. The meeting was called to order at 9:35.
   B. A quorum was reached at 9:38.

II. Welcome Guests
   A. CIO Robert Rennie and Interim Associate CIO Dennis Reiman
   B. Big picture positive outlook
      1. Hands-on technology hardware in hand
      2. Making plan for using the software already purchased
      3. Talent in OIT has been hesitant to act (change culture of micromanagement)
      4. Fix helpdesk workflow
         a. Match students to student workers and faculty/staff to more experienced staff
      5. Improving architecture: need cohesive design
         a. Banner is woefully behind
            i. Port to new hardware
            ii. Organizational changes
      b. Web presence
         i. Web task force to implement consistent branding
         ii. Single sign-on for all services
      c. Paperless records
         i. What to digitize
         ii. Workflow engine needed
            • Need approved digital signature system
            • Need to build hierarchy in technology organization
      d. Facilities issues
         i. Classrooms need work
         ii. Communications faculty are consulting on prototype collaboration space
            • Decent furniture, setting, holistic redesign (not just computer needs)
            • Implement, test, and refine
      6. Operational issues
         a. Student WiFi trouble (Cisco)
      7. Change OIT disposition from control to enablement
8. Specific issues
   a. Long timeline for establishing baseline functionality (Journalism)
   b. Attendance reporting nearly impossible
   c. Customer service problems with helpdesk
      i. More training for student OIT reps
      ii. Knowledge base for reference
         • Builds self-sufficiency
      iii. Level 1 and level 2 support don’t talk to each other
         • Troubleshooting vs life-cycle setup: both areas need improvement in customer service
   d. Blackboard for hybrid course: problem with system-wide distribution; Blackboard support referred faculty to Hartford
      • Joe Tolisano, new system office CIO, is knowledgeable and effective
      • Blackboard System-Wide: may need to be different for CCs and Universities

9. System-level issues
10. Banner issues
11. Thorough room design including technology. Integrating OIT efforts with Facilities, etc.
12. Faculty advisement throughout
   a. Will formally seek UCF and Grad Council representatives
13. Transparency
14. Staffing
   a. Understaffed for the plans we need to implement
15. System office
   a. Role was low level, now becoming more systematic, policy level
   b. Federated identity management system

III. Announcements

A. Sue Leclerc: Please consider running for P&T
   1. One semester, Four meetings, Must be tenured, Now chairs can serve

B. Tricia Lin: Upcoming events
   1. Inaugural Social Justice Week Oct 22-29
      a. Initiative of Diversity and Equity
      b. Keynotes: Michael Eric Dyson & Jen Elliot on 10/29
   2. Yoga and Social Change
      October 23, 3–5 pm, EN B121 A&B
      Becky Thompson (Sociology) from Simmons College
      Diane Harriford from Vassar on yoga and women of color
   3. Title 9 and Higher Education “Know Your Rights, Know Your Fights”
      October 23, 5–7:30 pm, EN B121 A&B
      Madison Breuer
      Catherine Christy
      Heidi Lockwood

C. Jeff Webb
   1. Faculty Development Grant to examine tenure renewal process 10/8 1-2pm
D. David Petroski
   1. DECs and Chairs announcement

E. Liz Keenan
   1. Prepare for Majors Expo
      Let prospective majors know about the specific restrictions for your majors within the LEP, especially within the Tier 2 Areas of Knowledge See pdf Liz emailed to you this week

F. Helen Marx
   School of Ed running conference on teacher education
   Wednesday 2:30 to 4:30 in Davis 219

IV. Approval of the minutes of September 18, 2014
   A. The minutes were approved with no corrections.

V. Standing Committee Reports

A. Notifications Management Committee (NMC)
   1. Discussion of the meeting on September 25, 2014
      a. Where noted “pending clarification,” all clarifications have been received.
      b. **Motion** to approve the following Revised Course Proposals
         i. SPA 210 – Spanish IV—Liberal Arts
         ii. HIS 311 – Workers in America
         iii. SOC 350 – Drugs and the Making of the Modern World
         iv. MAT 139 – Short Course in Calculus for Social Sciences
         v. MAT 150 – Calculus I
         vi. MGT 450 – Business Policy and Strategy Seminar
         vii. MGT 451 – Senior Seminar
         viii. MGT 305 – Organizational Behavior
         ix. MGT 385 – Human Resources Management
         c. **Motion** was approved unanimously.
      d. **Motion** to approve the following New Course Proposals
         i. LAT 200 – Latin III
         ii. PHI 323 – Ethical Individualism
         iii. MDS 385 – New Political Satire Media
         iv. MGT 418 – Negotiation and Conflict Resolution
         e. **Motion** was approved unanimously.
      f. **Motion** to approve the following Revised Program Proposal
         i. Criminal Justice_MINOR
         g. **Motion** was approved unanimously.
   2. Minutes received.

A. University Wide Impact Committee (UWIC)
   1. Discussion of the meeting on September 25, 2014
      a. **Motion** to Permanently remove the 12 credits of free elective requirement in all teacher certification programs.
      b. **Motion** was approved (2 opposed, 1 abstention)
      c. **Motion** to permanently remove the 12 credits of free elective requirement in all
nursing programs.

d. **Motion** was approved (2 opposed, 1 abstention)

e. **Motion** to approve the following language for students pursuing a 2nd bachelor's degree:

   i. If a student enrolled in the university already has a bachelor's degree from an accredited university and wishes to pursue a bachelor’s degree at Southern Connecticut State University, then he/she will have the LEP requirements waived except for those LEP courses specifically required for his/her program.

   ii. **Motion** was approved unanimously

f. **Motion** to approve the following modified language

   i. Once readmitted, students are held to the academic requirements in effect at the time of their readmission. Under certain circumstances the department chair may grant a waiver of this policy.

   g. **Motion** was tabled for clarification

2. **Motion** was tabled for clarification

B. Program Review and Assessment Committee (PRAC)

1. No meeting held on September 25, 2014

C. Writing Across the Curriculum Committee (WACC)

1. No meeting held on September 25, 2014

   a. **Motion** to approve PHI 327 Moral Problems in the Law as a W course

   (clarifications have been received)

   b. **Motion** was approved unanimously

D. Liberal Education Committee (LEPC)

1. Discussion of the meetings on September 11 and September 25, 2014

   a. Drafting proposal for new University writing program

2. Minutes received

E. Special Topics Courses

1. Liz Keenan brings the following Special Topics Courses forward to be **logged for Spring, 2015**:

   a. ECO 498/JST 498: Boycotts, Divestment & Sanctions

   b. BIO 498: Methods of Biology Teaching

   c. HIS 298: Ancient Military History

   d. JRN 298: Great Journalism

   e. PHY 298: Physics III for Scientists and Engineers

   f. PHY 398: Astrophysics

   g. THR 298: Conceptual Sound Design

   h. THR 498: Composition and Production

   i. LIT 398/JST 398: The Israeli Short Story

   j. HIS 298: History of Science and Society in the West

   k. HIS 398: The Old South

   l. ITA 498: Italy: A Journey Through Cinema

   m. HON 298: The Meaning of Materials: Economic Geography and Sculpture

VI. New Business

   No new business
VII. Adjournment
   A. The meeting was adjourned at 10:50.

Minutes respectfully submitted by Elena Grossman