Curricula & Courses Committee

To: C&C Committee Members

From: John Zack, Chair

Date: September 14, 2022

Re: Minutes of the Curricula and Courses Committee Meeting held September 13, 2022


1) Introduction and Welcome
   - Saran began the meeting at 10:02am.
   - Saran explained to the group that since she currently has a lot of commitments serving on seven other committees, she would like to step down as Chair.
   - After a discussion, the group appointed John Zack to serve as the new C&C Chair. Saran will still be a part of the committee, however.
   - Saran welcomed our newest C&C members and had everyone introduce themselves.
   - We are still waiting for the 2nd EPSY C&C Committee member to be voted on. Once this is determined, Diane will send a Qualtrics survey out to the group to vote on the Vice Chair role.
   - Saran explained the C&C process to the new members and asked Diane to send out the CAR and GPAR charts and any applicable materials to them.

2) Approval of May, 2022 meeting minutes
   - Zack made a motion to approve the May minutes, Jaci seconded, and all voted in favor to approve.

3) Neag Bylaws
   - The group then discussed the Neag school bylaws and how changes can be made. After a very lengthy conversation, the following was agreed upon:
     - The group will work on updating language in the Neag Faculty Governance document to propose a change to how long C&C Committee members can serve, more specifically speaking to the Chair and Vice Chair terms. Dorothea and Ann will then bring this proposal forward to the Dean’s Admin Council.
     - At our October meeting, the Committee will draft a proposal to change the process in which C&C items are moved forward after C&C approves. This proposal will be shared at each of the November department meetings and we will ask that a faculty vote be taken.

   - The meeting adjourned at 10:50am.