

Curriculum Committee
2007-2008

Members:

N. Chicola, Chair (Elementary Ed. & Reading)

J. Adamo (Academic Advisement Ctr., Univ. College), M. Bayer (Library), A. Bianchi (Early Childhood), M. Ceprano (Elementary Ed. & Reading), M. Ferguson (Philosophy & Humanities), S. Gellin (Technology), M. Lazich (History & Social Studies), R. Lindner (Administrative Liaison: Academic & Student Affairs), D. Maclsaac (Physics), D. McFarland (Business), P. Medina (Ed. Foundations), R. Park (Academic Support Program, Univ. College), K. Sands O'Connor (English), G. Solar (Earth Sci. & Sci. Education), J. Thompson (Computer Information Systems), M. Warford (Modern and Classical Languages)

Charge:

I. Curricular Charges.

The College Senate Curriculum Committee shall:

A. Review every curriculum program on a regular, periodic basis to ensure its visibility, educational need, and adherence to college policy.

- 1. Recommend to the faculty, or appropriate instructional unit concerned, the need for updating or major revision of a program.*
- 2. Recommend to the Senate the need for phase-out of any programs which are of questionable need or value to the overall goals of the college.*

B. Recommend to the College Senate each year the priorities for new programs. These priorities are to be consistent with the academic plan of the college as well as with budgetary restrictions placed upon new programs.

C. Develop, with the College Senate approval, appropriate structures and procedures for curriculum development and review.

Met with Associate Deans to review procedures, find "missing" curricular items, and establish a system for efficient approvals. It should be noted that 28 curricular items from the 2005-2006 academic year and 67 curricular items from the 2006-2007 academic year were resolved. For items that required "minor" changes, suggestions via "track changes" were added to electronic versions of the submitted documents, then returned to Associate Deans for acceptance and/or adjustments according to suggested changes and finally returned to CSCC for final approval. This eliminated the languishing and subsequent disappearance of many curricular items.

D. Develop structures, guidelines and procedures whereby the faculty may recommend revision of existing programs or propose new programs in conformity with college policy.

The CSCC Handbook was revised to reflect current Intellectual Foundations structures and procedures and update course revision and new proposal guidelines. Updated forms and procedures for all curricular submissions have been included in both the electronic format and hard copy for use by all interested parties. The handbook should be considered a dynamic document that is consistently updated to meet the needs of Buffalo State College

curriculum proposal process by informing all interested parties. Suggestions for changes and clarification have been discussed and will be included in a revised handbook for fall 2008.

E. Receive and review all proposals for revisions of existing programs or creation of new programs; and make recommendations concerning these to the College Senate in a manner consistent with the college and College Senate policies and procedures.

F. Review and recommend approval or non-approval of all courses offered by this college.

For the 2007-2008 academic year, the CSCC logged, reviewed, and acted on 26 program revisions and 6 new program proposals.

For the 2007-2008 academic year, 90 new or revised courses were logged, reviewed, and acted upon by the CSCC.

II. General Charge. The College Senate Curriculum Committee shall:

A. Carry out all mandates directed to the Committee from the College Senate.

The Senate Intellectual Foundations Oversight Committee became an integral work group of the College Senate Curriculum Committee. This new procedural framework allowed for timely and effective action on all new and revised courses requesting Intellectual Foundations designation.

B. Work cooperatively with any and all Standing Committees of the College Senate on matters which are the concern of this committee as well as that of another committee or other committees.

The CSCC met collaboratively with Instruction and Research Committee to resolve issues related to Upper Division credit requirements. A motion was brought before the Senate to define upper-division so that a common understanding would create clarity for the Buffalo State College schools and departments submitting curricular items and foundation would be established to address the number of credits required for upper division course work by undergraduate students in their respective degree programs. While a lot was learned through this collaboration, it became apparent that this motion only served to further muddy the waters and inhibit action. The motion was withdrawn.

C. Work cooperatively within the developing Western New York Regional SUNY structure in reviewing and recommending joint programs sponsored by this college and other campuses within the region.

SUNY Course Redesign initiative discussions were conducted to create awareness among CSCC members and their constituents of the possibilities and the involvement of Buffalo State College in departmental grants.

Name of Chair submitting report: Nancy A. Chicola

Anticipated vacancies in 2008-9 for committee members:

4 vacancies: 1 student, 1 SAH, 1 SNSS, 1 SOP