

Report of the Faculty Senate Committee for Curricula and Courses

AY 2017 - 2018

Membership:

Erin Roberts (Religious Studies)
Sarah Rothenberg (Public Health)
Robert Cox (Department of Political Science)
Douglas Springer (School of Music)
Michael Gavin (Department of English)
John Gerdes (Chair, Department of Integrated Information Technology)
Kellee White (Public Health)

Appointed
Tena Crews, ex-officio (Office of the Provost)
Stephen Criswell (Palmetto College Representative)
Jennifer Mandelbaum (Graduate Student representative)
Murray Mitchell (Graduate School, ex-officio)

Yvonne Dudley (Faculty Senate Administrative Coordinator)

Meeting Dates:

August 22, 2017
September 18, 2017
October 16, 2017
November 13, 2017

January 22, 2018
February 19, 2018
March 19, 2018
April 16, 2018

Total Proposals Reviewed - by College:

College of Arts and Sciences	213
Darla Moore School of Business	37
School of Education	12
College of Engineering & Computing	48
College of Hospitality, Retail, and Sports Management	12
College of Information and Communication	51
School of Nursing	1
Pharmacy	1
Arnold School of Public Health	3
School of Social Work	7
Undergraduate Studies	2
Palmetto College	4
University Owned International	6
Total	397

2017 - 2018 Membership Changes:

- Robert Cox (Department of Political Science) resigned as of April, 2018
- Michael Gavin (Department of English Language and Literature) resigned January 13, 2018
- Sarah Rothenberg (Public Health) replaced by Christee Pascale and completed the remaining portion of the 2018 service.
- Douglas Springer (School of Music) resigned as of April 2018.
- Kellee White (Public Health) resigned 3/19/18, replaced by Jeff Turner

Members completing their committee service and rolling off committee

- Erin Roberts (Religious Studies)
- Stephen Criswell (Palmetto College Representative)
- Jennifer Mandelbaum (Graduate Student representative)
- Murray Mitchell (Graduate School, ex-officio)

New members elected to the Curricula Committee

- Claudia Benitez-Nelson (Arts and Science)
- Marianne Bickle (Hospitality, Retailing, and Sport Management)
- Kenneth Campbell (Information and Communication)
- Christee Pascale (Library)
- Jeff Turner (Arts and Sciences)
- Christine Sixta Rinehart (replaces Stephen Criswell, Palmetto College Representative)
- Libby Cross replacing Murray Mitchell (Graduate School, ex-officio)
- Ed Short (representing Registrar, ex-officio)

John Gerdes will serve as Chair 2018 - 2019

Commentary on the year 2017-2018:

The process went smoothly for the Curricula and Courses Committee. The process was hampered with the turnover we had in committee membership. Some members resigned due to the work load requirements, some were leaving the university to take other jobs. This resulted in increased work load for the other committee members. The electronic proposal handling system (APPS) was very helpful in efficiently handling the process. We also implemented an on-line tracking system to allocate review assignments and monitor review process. During the year, thanks to Tena Crew's office we implemented an updated committee report that is generated automatically, and provides a more accessible description of approved changes.

During the 2017-2018 year we handled 397 proposals, up from the previous year's 336. Anticipating the increase activity, we expanded the committee membership by adding two more elected faculty members, and also added representation from the Registrar as an ex-officio member. The Registrar input has been helpful in the proposal reviews. The sitting chair attended not only the Curricula & Courses meetings but also the Carolina Core, Academic Program Liaison, Steering, Registrar's planning, and Faculty Senate meetings.

In an effort to reduce common problems seen in the proposals, the committee developed a document entitled "Common reasons proposals are returned from the Curricula and Courses Committee" found at:

(https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/courses/curricular/coursestips.pdf).

The smooth operation of the committee could not have been possible without the dedicated effort of the committee members. Their timely review and thoughtful comments on the proposals allowed us to minimize the number of proponents that were asked to attend the meetings, and enabled the proposals to be processed and approved faster. I also want to acknowledge the guidance and assistance of Yvonne Dudley. Her efforts in handling the administrative aspects of the committee and assembling the monthly report is most appreciated.

Respectfully submitted,

John Gerdes, PhD
Chair, Faculty Senate Committee for Curricula and Courses