COMMITTEE ON CURRICULUM  
Minutes of the Meeting of May 3, 2005

Present: John Blackwell, Gary Chottiner, John Clochesy, Don Feke, Chris Flint (Chair), Lynne Ford, Joyce Jentoft, Lynn Lotas, Gary Previts, Margi Robinson, and Dave Schiraldi

Also present: Amy Hammett and Peter Whiting

I. Announcements: Chair Chris Flint noted that this was the final meeting of this academic year. John Blackwell from the Case School of Engineering has agreed to serve as the next chair for the 2005-2006 academic year.

II. SAGES Update: Peter Whiting reported that we are busy preparing faculty who will be teaching SAGES for the first time. With the larger entering class we now anticipate, we will need additional staffing for the First Seminars for Fall’05. He is confident we can handle the added demands of a larger than expected first-year class. In response to questions, Professor Whiting noted that maintaining the maximum number of 17 students in these seminars is very important. He also said that many University Seminars are needed for Spring ’06; deadline for approvals should be October, but an overload of proposals could receive one-time-only dean’s approvals as a temporary solution. Chair Flint is to so advise all parties.

III. The minutes of the meeting of April 7 were approved with a minor correction.

IV. Updates from Constituent Schools:
   CAS- Gary Chottiner
   Reviewed the list of actions with the agenda, and discussed credit hours for ASTR 351 - changed it on the CAF to 1-3 credit hours on Docket # 04-AS-134

   CSE- David Schiraldi
   The CSE curriculum committee submitted a number of CAFs for approval; more are still to come. They approved a change to Java language in Computer Engineering course; still working on changes to ENGL 398 to reflect SAGES requirements. EMAC 276 is their first Departmental Seminar.

   FPB- Lynn Lotas
   Various co- and pre-requisite changes will be made over the summer. Their capstone course is getting its final revisions and approval.

   WSOM- Gary Previts
   USSY 2xx is being held for SAGES Advice Memo.

   SOM- No report

V. Old Business:

A. SAGES oversight: No new report; carry over to the next academic year.
B. Ad hoc Committee on Lab Hours per Credit Hour: Dave Schiraldi

   The ad hoc subcommittee on lab hours (Kathleen Montgomery, Martin Rosenberg, Gary Chottiner, Joyce Jentoft, David Schiraldi) met/discussed the number of contact hours per credit hour awarded for laboratory courses, and undergraduate research experiences and related clinical courses. The group then followed up with information gathering from their respective colleges.

   The group found a narrow range of variations for both lab courses and experiences:
1. Lab courses typically corresponded to 2 +/- 0.5 hours contact per credit hour per week
2. Research/clinical experiences typically corresponded to 5 +/- 1 hours participation per credit hour per week

While the absolute numbers, when comparing lab courses with research/clinical experiences, differ by a factor of approximately 2, it was noted that the latter courses generally do not require the length laboratory reports and preparation time that are associated with formal courses. When all time demands were factored in, the subcommittee felt that these different activities were relatively self-consistent, and no changes were required.

**Recommendation:** No corrective actions required, but the above findings should be communicated to the various undergraduate curricular committees, so that they can use this information when assessing future course offerings.

This report should be posted to the UUF web site.

**VI. New Business**

It was noted that CAFs from the College of Arts and Sciences should come through this committee; other courses can be signed off by the UUFCC chair in the usual manner.

Gary Previts asked Dean Robinson about our relationships with the Cleveland Institute of Music and the Cleveland Institute of Art. The CIM program is truly a joint program and though they are not presently bound by SAGES, they very much want to be. As for CIA - art majors are our students but they take studio courses at CIA.

This was the final meeting for this year.

Submitted by
Lynne Ford