**Final Report 2015-16**

**Undergraduate Curriculum Committee**

**Membership**

The Committee met weekly throughout the fall and spring semesters. The membership was as follows:

Anjali Thapar, Chair (fall)

Peter Brodfuehrer, Chair (spring)

Ines Arribas

Joshua Shapiro

Jennifer Harford-Vargas

Yonglin Jiang,

Mary Osirim, Provost

Liz McCormack, Associate Provost

Judy Balthazar, Interim Undergraduate Dean

Kirsten O’Beirne, Registrar, Invited Member

Joann O’Doherty, Executive Assistant

Student Representatives: Rhea Manglani, Madison Wilson, Jennifer Park, Miranda Smith

**The following individuals or groups were invited to Curriculum Committee to discuss particular issues:**

Pim Higginson - French Proposal

Gail Hemmeter - Writing Proposal

Lindsey Dever and Richard Barry - Assessment of new requirement

Stephanie Nixon - Diversity discussion

Tim Harte & Dan Davidson - AB/MA Russian proposal

Betsy Horner, Doug Blank, Joshua Goldsmith, and Amy Myers - Q-Steering Committee

Sara Bressi - AB/MSS Pilot Cohort 3 proposal

Monique Scott & Lisa Saltzman- Summer Museum Studies Internship Enrichment Course (1/2 credit) proposal

**Student Proposals:** The student representatives to the Curriculum Committee requested to add the following items to the agenda:

* Approval to take Community College courses in summer for transfer credit
* Diversity Requirement

**New course proposals** - Committee agreed that new course proposals will be reviewed by Kirsten O’Beirne for administrative content, but ultimately it is up to the department to examine how the proposed course fits into the department course offerings and major program.

**Departmental/Program Proposals:**

**Arabic proposal** – The committee rejected the proposal to change the credit for Arabic B003-004 from 1.0 unit to 1.5 units of credit.

**French Department proposal** - The committee supported the proposal in its outline form, but expects to hear back from the French department after they have had the opportunity to discuss with Haverford’s EPC. Liz McCormack suggested that Anjali inform Pim that the Curriculum Committee had provisionally accepted the proposal, but suggest that they should bring to Haverford for discussion and then bring back to this committee. Unfortunately, the Bi-Co French Department did not follow our recommendations and submitted a proposal to Haverford’s EPC without further input from Curriculum Committee. EPC rejected the proposal.

**Russian AB/MA proposal** – The committee rejected the proposal due to concerns with insufficient staffing to support the program and desire to wait to address the issue once there is a new hire is on board.

**LALIPC concentration to the LAILS minor** was approved last year by the Curriculum Committee, but wasn’t implemented. The department proposed a modification to the requirements. The committee provisionally approved the proposal with the exception of section “D” the senior essay.

**“Just in Time Math”** course, (submitted by Liz McCormack), credit course in which students practice mathematical concepts and skills necessary for success in intro physics, chemistry and calculus was approved by Committee. The committee decided to approve the study for spring and fall, and requested to hear back if the study is effective for long-term approach but suggested changing name to Math Concepts-STEM.

**AB/MSS Pilot Cohort 3 proposal**, (submitted by Sara Bressi), Committee approved to extend pilot to Psychology majors.

**Summer Museum Studies Internship Enrichment Course** (1/2 credit) proposed by Director of Museum Studies, Monique Scott, was approved by committee.

**Writing Program** - Gail Hemmeter’s proposal to make the Writing Program an official academic unit was approved by committee and will be added to the website under Fields of Study.

**Undergraduate Research Apprentice Draft proposal** - received from David Karen regarding opportunities for students to do research with faculty. Students would apply to work with a faculty member, the faculty member makes their selection and the students would be engaged in a faculty’s research project. The students would receive credit for the semester and the faculty member would receive assistance on his or her work. Committee requested that David Karen bring a formal proposal to Curriculum Committee and readdress the issue next year.

**ENG 126 –** Discussed that the Deans propose to make ENG 126 a requirement. Students are expected to take 126/127, but it is not a College requirement. The Curriculum Committee brought a proposal to the faculty in October 2015, for a new degree requirement. The Faculty had a number of issues with the proposal and felt that the requirement did not apply to all entering students. The committee decided to keep enrollment in English 126/127 voluntary. The deans would like to bring the proposal back to the faculty for discussion. Judy Balthazar will prepare proposal on ENG 126 to present at Faculty Meeting.

**Q-Seminar** – Members of the Q-Steering Committee, Betsy Horner, Doug Blank, Joshua Goldsmith, and Amy Myers attended meeting to propose making the Q-Seminar optional. The Steering Committee will create a formal proposal and submit to the committee.

**Assessment of New Requirement** - Data received from Lindsey Dever and Richard Barry does not suggest that students are taking more diverse sections of courses as a result of the new requirement, nor does it reflect whether students enrolled in the most popular courses are taking them to meet the requirement or not. The only major difference was in the Natural Sciences, but he cautioned that this was only two classes’ worth of data. Richard concluded that the data does not suggest a big change and added we would need to see more years of data with the new requirements.

**Collaboration with CAP** - Committee decided that they would like to see the formal collaboration with CAP continue and be strengthened as it is necessary to have a venue where voices come together for discussion.

**CAP Proposals** - Committee members were assigned review of CAP proposals to present to Curriculum Committee for discussion and follow-up with CAP. Committee member will ask two broad questions and specific questions for each proposal they receive from CAP.

Arts-Creative- Yonglin Jiang

English (2) - Anjali Thapar

Cities - Peter Brodfuehrer

Geology - Joshua Shapiro

History of Art - Jennifer Harford-Vargas

Physics - Peter Brodfuehrer

Russian - Ines Arribas

**Curricular Proposals:**

**Caps on Writing Intensive/Attentive Courses** - Committee approved capping the classes at 20 for this semester only and decided that the issue should be brought back to Curriculum Committee next semester.

**Repeat Course Policy** - Curriculum Committee approved that students who receive a grade of 1.0, 1.3 or 1.7 be permitted to repeat the course after receiving permission of the Special Cases Committee. The student will not receive unit credit for the second attempt and there will be a limit of 2 courses. This proposal was subsequently approved by the faculty.

**Time Blocks & Semester Length** - Kirsten O’Beirne reported that the Middle States Review discovered that the College was not in compliance in one area; courses that are listed as 3-hour courses, but only meet for 2-hours. Even though the additional hour of course work is done outside of course time, this information has to be stated on the website. Faculty need to understand what is expected from outside work; some exceeding time and others are not meeting it. Kirsten explained that the options are to change the 2-hour blocks to 3-hour blocks or add an explanation so that we are in compliance. Judy Balthazar suggested that the explanation be added to the course description. Liz McCormack commented that the Curriculum Committee explain the compliance issue to the faculty and discuss the constraints. A wider discussion has to be had with the faculty in the Fall, so a decision can be made in time for Course Planning for 2017-2018 which will begin in February.

**Review UG Degree Distinctions** - Registrar proposed to bump up grade point averages from 3.4 to 3.5 for cum laude, 3.6 to 3.7 for magna cum laude, and 3.8 to 3.9 for summa cum laude and eliminate the top ten rule. Since this is a faculty rule, two votes will be necessary to approve. This discussion was tabled until next semester.

**Registrar's request to eliminate cross listing** **of courses** – This proposal was approved by Curriculum Committee and Faculty.

**Diversity Requirement -** Committee discussed issue of implementation of a Diversity Requirement at several meetings. Some members participated in Community Diversity Conversations and suggested that Committee conduct an audit of what we currently offer and develop a curricular initiative around that. The committee agreed to use Curriculum Committee meetings to work on Diversity Requirement in the fall. Students on Curriculum Committee and at Community Diversity Conversations were adamant that the requirement should not simply be another required course.

**Other:**

**Second page of Teacher Evaluation form**- Committee approved that the second page of the evaluations be done electronically in the spring in every class. Students will be asked to complete the evaluation while in the classroom on their own device or if they do not have a device with them, allow them to complete the evaluation on their own by the last day of classes. (First page will remain paper version).

**LITS request** from Haverford to add a field for students to enter their names phonetically was approved.

**Future Topics**:

* Diversity Requirement – continue discussion
* Time blocks
* Curriculum/CAP Blending Relationships; invite Jane Hedley to meeting to discuss consultation with Curriculum Committee earlier in the process.
* Haverford’s Course Scheduling Flip
* Plan to have Chair of Curriculum Committee attend a Chairs Meeting to have a broader conversation about the various models each department uses for independent study and the senior thesis experience.
* Invite Richard Barry & Lindsey Dever in the fall to discuss the assessment that includes data from the spring semester.
* Review UG Degree Distinctions
* Caps on Writing Intensive/Attentive Courses – Capped at 20
* Making ENG 126 a requirement
* Community College Courses accepted for transfer credit