

## Curricular Affairs Committee Minutes for 1 April 2013

Voting Members present: Rainer Newberry, Chair and MVP; Ken Abramowicz; Retchenda George-Bettisworth; Karen Gustafson (phone); Cindy Hardy; Sarah Hardy (phone); David Henry; Todd Radenbaugh (phone); Diane McEachern (phone). Jonathan Rosenberg reported for GERC (phone).

Non-voting members: Libby Eddy; Lillian Misel; Carol Gering; Alex Fitts; Doug Goering (phone); Jayne Harvie (taking notes)

1. MINUTES OF 18 March were approved as submitted.

2. Report on GERC from J Rosenberg and (or) Cindy Hardy

Jonathan R. reported that two models are being included in a report that should be available to CAC at their next meeting. The models will demonstrate how the new learning outcomes satisfy the General Education requirements. He noted there are no big surprises.

Cindy H. reported that GERC has not talked about the AA and AAS topics as they relate to GE requirements. There are still some questions about the new "designators" such as civic engagement. Broader input from more faculty is needed. Alex F. commented that the goal is to have the GenEd requirements met with the courses carrying special designators, and not adding new things to the baccalaureate core requirements.

Rainer noted the business of GERC will carry over to next fall. Alex noted that the problem of turn-over has been problematic from year to year of this ongoing work in progress.

### 3. NEW BUSINESS

#### A. – Request from the Registrar's office

DF Deferred – "This designation is used for courses such as theses and special projects, which require more than one semester to complete. It indicates that course requirements cannot be completed or when institutional equipment breakdown resulted in non-completion by the end of the semester. Credit may be withheld without penalty until the course requirements are met within an approved time" (OE's underline)

From the Registrar: "As we clean up and crack down on some policies that have become lax, we've found several departments within CRCD that use DF grades for their undergraduate students that are on a student's transcripts for literally years. These become problematic when a student is up for graduation and it turns out the instructor for the course has moved on and there is no grade information for the student.

We would like CAC to discuss setting a time limit on DF grades so that the Office of Admissions and the Registrar can obtain grades for students in a timelier fashion rather than the ambiguous within an approved time ~~that~~ <sup>that</sup> ~~it~~ <sup>it</sup> ~~ceases~~ <sup>ceases</sup>."

Lili Misel described the current problem the Registrar's Office is having with the grade of DF (deferred). It is mainly a problem in CRCD with about 5-6 students every year. They are given a DF by the instructor, and later when the students are ready to graduate, there is no instructor still around to assign a real grade.

Unlike Incomplete grades, there is no form the instructors have to fill out for the Graduate School. A timeline might not work without a paper trail to make it possible to track them. Rainer asked for a proposal for a form after the CRCD academic council has met and discussed this. The matter

B. Preliminary request for deletion of Minor in Leadership & Civic Engagement  
(are there ANY bizarre unintended consequences???)

More information:

The School of Management is currently working on a (completely?) different Minor in Leadership to be 'housed' in SOM instead of CLA.

Key question: is there any reason to not go ahead and accept the request to delete??