The University of Vermont
FACULTY SENATE

Sustainability Curriculum Review Committee
Of Curricular Affairs Committee of the Faculty Senate
Approved Minutes
November 15, 2016 8:30 – 10:00am

Present: Eyal Amiel, Ann Hazelrigg, Laura Hill, Mary Louise Kete, Laurie Kutner, Kris Stepenuck, Ting Tan, Deane Wang

Absent: Marilyn Lucas, Julia Perdrial, Alan Tinkler

Guests: Brian Reed

The meeting was called to order at 8:36am in Waterman 327.

I. Welcome to New Members- Welcome to new members Mary Louise Kete from CAS and Laurie Kutner from Libraries.

II. Approval of October Minutes – The October minutes were approved with a few minor name corrections.

III. Transfer application status. There are currently two students that have submitted transfer requests without all the needed information, Laura will follow up. Eyal is working on subcommittee for transfer applications, he will either e-mail committee before next meeting or will update the SCRC at the December meeting on his progress. Moving forward the SCRC will be working on a streamlined process to put in place. Deane and Laura have a meeting scheduled to talk about the transfer process with Transfer Affairs, Registrar’s Office and the Faculty Senate support staff. Deane and Laura will update the SCRC at the December meeting of the outcome of the meeting.

IV. “Request for proposals” email - review draft – Laurie Eddy in the Faculty Senate is working with the SCRC to update the website. Laurie has sent a draft to the committee for review. The committee will continue to work with Laurie to revise and update the website. Deana and Laura will meet this week and compile edit suggestions and will work with the Faculty Senate on making these changes.
V. SCRC’s recommendation for General Education Committee institutional structure - review draft.

The Sustainability Curriculum Review Committee (SCRC) recommends that the Faculty Senate form a General Education Committee as a standing committee of the Faculty Senate. The University of Vermont currently has 3 General Education requirements with a fourth in progress. Therefore, the formation of an umbrella General Education Committee is timely and will expedite the development of General Education at UVM.

The SCRC recommends the following General Education Committee structure:
- ex-officio members from all General Education committees
- representatives from the faculty

The SCRC recommends the following role for the General Education Committee:
- develop consistency in policies and approaches (e.g., transfer students, etc.)
- form a study committee for uniform processes among units as to not “reinvent the wheel”
- develop of assessment standards
- manage and oversee the General Education curriculum
- develop guidelines for operating procedures for new General Education requirements
- maintain consistency with learning outcomes for all General Education.

The SCRC will send this proposal to the Faculty Senate President, Cathy Paris. Brian Reid will send the SCRC an organizational flow chart that the committee can chose to include in the proposal that is sent to President Paris. Laura will continue to modify the draft based on committee input and will send it out to the full committee for final approval before it is sent. The proposal would have more weight if it was submitted from all General Education committees versus just the SCRC. Laura will work with the chairs of those committees to see if there is general support.

VI. SCRC bylaw subcommittee formation. Ann and Eyal will work with Laura on this. The Faculty Senate office will forward Laura the current Faculty Senate Bylaws regarding subcommittees. There may be no need to have specialized bylaws for SCRC. Laura will review and decide if there is need to move forward on this topic.

VII. Registrar meeting agenda discussion:

1. # sophomore completed SU courses
2. CATS Audit and section approvals
3. transfer application process on web for students
4. catalog and SoC deadlines post hand-coding (i.e., as of Feb ’17)

VIII. New Course Review

1. ANTH 089. The committee would like to see a revised proposal. They will send the proposal back with feedback for resubmittal.
2. GERM 052. The committee would like to see more on syllabus, however this may be a generic syllabus for the larger course and not the section. Laura and Deane will review this section with the Registrar’s Office to see if it possible.

   Approve: 7    Oppose: 0    Abstain: 1

3. PBIO 004. Will be discussed at the December meeting.

4. GEOG 070. Will be discussed at the December meeting.

5. HCOL 186I. Will be discussed at the December meeting.

IX. Other Business:

   A. The SCRC would like to be potentially be added to the Faculty Senate agenda for the January meeting.
   B. A document for new SCRC members to use as a tool for navigating Coursleaf will be discussed at a future meeting.

The meeting was adjourned at 10:06am

The next meeting will be held on December 13th 8:30-10:00 in 327 Waterman