

# Memo

To: Dr. Noma Anderson, Dean, CNHS

From: Dr. Elizabeth Adams, Chair, CNHS Curriculum and Planning Committee

Date: 8/25/2023

Re: End of Year Report

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## **2022-2023 CNHS Curriculum and Planning Committee End of Year Report**

This academic year, the membership of the CNHS Curriculum and Planning Committee included Koela Ray (Biomedical & Health Sciences), Tara Burnham (Nursing), Kit Vreeland (Rehabilitation & Movement Sciences/Acting Chair of the committee for 4 months), Elizabeth Adams (Communication Sciences & Disorders/Chair of committee), and Michael Cannizzaro (acting ex-officio). Elizabeth Allen (CSD) joined us 11/28/22 through the remainder of the academic year as administrative support.

The committee met twenty-six times this academic year. The minutes for each meeting are found on the L: drive (CNHS Administration> Committees> Curriculum Planning Committee). There were approximately 171 Course Action Forms (CAFs) which were reviewed and processed by the committee. Notably, this is nearly double the number of CAFs processed than in the previous academic year. A number of the CAFs were reviewed multiple times due to the need for instructor revisions. Syllabi were reviewed and approved for all new courses.

The CPC processed Course Action Forms related to the new General Education Requirements (Catamount Core). Twenty-seven CNHS courses have been approved for Catamount Core status.

This year was exceptionally busy with the course renumbering process (transitioning from 3 digits to 4 digits). Courses previously approved for graduate credit (AGC) were required to undergo a meticulous “co-location” process, which would allow different undergraduate and graduate courses to be offered at the same time, in the same place, with the same instructor. Approval of “co-location” status would require the proposal of a new 5000-level graduate CAF to be co-located with the renumbered AGC undergraduate course (now a 3000-level). This affected twenty-four courses within the CNHS.

Along with the CAF approvals and syllabi reviews, the committee reviewed the following program proposals and requests. They are as follows:

1. Proposal for Biomedical and Health Sciences minor: Global Public Health – submitted by BHSC, approved by the Faculty Senate 4/24/23, to be reviewed by the Board of Trustees on 5/19/23

2. Proposal for Biomedical and Health Sciences minor: Public Health Equity and Advocacy – submitted by BHSC, approved by the Faculty Senate 4/24/23, to be reviewed by the Board of Trustees on 5/19/23
3. Proposal for no contest termination of the Bachelor's-level Athletic Training Program – submitted by RMS, approved by Board of Trustees (10/28/22)

Moving forward it is expected that the CPC will begin processing Course Action Forms to replace the 5000-level co-located courses. These 5000-level courses expire in 3-5 years, serving only as a 'bridge' while the units develop permanent 6/7000-level course. In addition, the CPC will continue to process CAFs related to the General Education Requirements (Catamount Core). As needed, additional support will be provided to departments related to these two endeavors.