

**College of Education and Professional Studies
Curriculum Committee Minutes
September 12, 2016**

Members Participating: James Barkley (REC); Megan Corder, Student Representative (CSD); Baylee Dibble, Student Representative (SPE); Julie Dietz (HST); Kathryn Havercroft (SPE); Dean Jackman; Stephen Lucas (SED/EDF); Jake Pawlak, Student Representative (REC); Lee Ann Price (KSS); Dianne Timm (CSD); Dylan Webster, Student Representative (KSS); Bonnie Wilson

Julie Dietz called the meeting to order.

Introductions were made for the benefit of the new committee members.

The minutes from the April 11, 2016, meeting were approved.

Election of Officers for 2016-17

Vice-Chair - Dianne Timm by acclamation

Secretary - Kathryn Havercroft by acclamation

(Dylan Webster entered the meeting during Orientation.)

Orientation

The roles and responsibilities of Committee members were briefly discussed. The format of course proposals was reviewed and key elements of the course proposal form were discussed.

Dean Jackman reminded the Committee that the Council on Graduate Studies will accept an Executive Action Request to change the mode of delivery for courses numbered 5000-level and above where course content remains the same. Courses numbered 4999 and below must still go through the revised course proposal process in order to change the mode of delivery.

Dean's Report

1. Applications are currently being accepted for the Spring 2017 CEPS Commencement Speaker Competition. Information is available at the following website, http://www.eiu.edu/ceps/graduation/CEPS_Student_Commencement_Speaker_Competition_SP2017.pdf. Applications are due by October 28, 2016.
2. CAEP Accreditation is coming in November 2017. This Fall we will begin gathering information for this process.
3. Everyone is encouraged to participate in the Vitalization Project that was announced during President Glassman's campus address last week. You can submit a self-nomination or you can be nominated by someone else. Information is available at the following website, <https://www.eiu.edu/vitalizeproject/>. Please be thinking where you can best participate and get involved.

The meeting was adjourned at 2:17 p.m.

Respectfully submitted,

Bonnie Wilson

Fall 2016 Meeting Schedule

September 26
October 10
October 24
November 14
December 12

2:00 - 3:30 p.m.

Room 2444 Buzzard Hall
