

ICC Minutes - Draft

Tuesday, November 23, 2021 @ 12:00 PM

Present: K. Hamman, R. Drogan, T. Fetterman, D. Gales, M. Girton, S. Monkeliën, R. Broomer, G. Sechrist, K. Shultz, J. Kagle.

1. Approval of Agenda – S. Monkeliën motion to approve agenda with amendments, seconded by K. Hall. Motion passed.
2. Clarification of initial charge of ICC
Determine interim process and what is needed for department chairpersons to provide by the start of the spring semester.
3. Suggested order of tasks to be completed by February 7 (acceptable date?)
Discussion of approval process.

Gales Motion: “The UCC shall consists of a three-step process: department/Dean, then college curriculum, then UCC. The UCC shall consists of two subcommittees which are general education subcommittee and the curriculum integration subcommittee.” R. Drogan seconded.
Discussion:

K. Shultz suggested adding interdisciplinary to the motion.

K. Hall suggested adding graduate to the motion.

R. Drogan suggested department, dean, college, and UCC. Can we amend to say that these are the significant reviews needed for a foundation?

Girton motioned to call the question, seconded by Drogan. Majority voted no on the motion, so it does not pass.

M. Girton motioned that the university curriculum process shall be initiated by an academic department or program, or faculty with interdisciplinary interests. Seconded by K. Hall.
Motion carries.

M. Girton motioned that a college curriculum committee should be a part of the curriculum process. Seconded by K. Hall. K. Shultz had a concern about interdisciplinary programs. D. Gales suggested to add “A college curriculum committee or interdisciplinary studies curriculum committee shall be part of the curriculum process.” Motion passed.

M. Girton motioned that a university-wide curriculum committee shall be part of the curriculum process. Motion passed.

Gales motioned that the UCC shall establish subcommittees to ensure appropriate review of academic proposals including general education subcommittee,...” Seconded by J. Kagle. R. Drogan motioned to table until the next meeting. M. Girton seconded.

4. Next Meeting: Monday, Nov 29 at 8:00 am and Thursday, December 2, 2021 @ 3 PM

5. Adjournment

M. Girton motion to adjourn. Meeting adjourned at 2:08 pm.

ICC Notes – 11/29/21

Present: R. Broomer, T. Doerksen, R. Drogan, T. Fetterman, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, C. Remley.

Motion made by M. Girton, seconded by K. Hall: “The UCC shall determine other approving bodies beyond those established in this document, to ensure appropriate review of academic proposals.” With nine yes votes, the motion passes.

Motion made by M. Girton, seconded by K. Hall: “Curricular proposals pertaining to general education shall be reviewed by a General Education approving body that submits all decisions to the UCC for final approval.” With eight yes votes, the motion passes.

Makeup of Gen Ed Committee. Motion made by T. Doerksen, seconded by K. Hall: “The ICC shall recommend the immediate establishment of a temporary general education body to be convened immediately to propose a general education program to the ICC.” Jeanne proposed that faculty vote for representatives on gen ed committee. Five yes votes and three no votes. Motion passes.

Motion made by T. Doerksen, seconded by J. Kagle: The temporary gen ed body shall be composed of 3 people from each campus, to be voted on by the faculty of their respective campuses before the end of the semester.” Discussion will continue at the next meeting.

R. Drogan expressed concern about the timeline and requested guidance from administration and union representatives. M. Girton motioned to postpone further discussion on this motion until the next meeting (Thursday). There was a question of compensation for another body being formed.

K. Hall motion to adjourn.

ICC - Monday, December 6, 2021 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, T. Fetterman (Secretary), D. Gales, M. Girton, K. Hall, K. Hamman (Chairperson), J. Kagle, S. Monkeliën C. Remley, G. Sechrist, K. Shultz.

1. Approval of Agenda – D. Gales requested additional item regarding faculty Senate. S. Monkeliën motion to approve agenda, seconded by T. Doerksen. Agenda approved.
2. Approval of Minutes (11/18, 11/23., 11/29. & 12/2) – M. Girton motioned to approve, seconded by D. Gales. Minutes were approved.
3. Faculty Senate
Per side letter, there is no faculty senate role in the interim approval process.
4. Meeting Schedule for Winter Break
K. Hamman suggested Tuesday mornings. D. Gales motioned to hold winter break meetings on weekly for two hours, excluding the holiday week. Seconded by S. Monkeliën. Schedule: 12/16, 12/21, 1/6, 1/13, 1/20, with all meetings starting at 10:00 am. Motion passed unanimously.
5. Formation of work groups for tasks to bring back for full committee vote (a faculty member from each campus). C. Remley proposed that track sheet and syllabi format should be developed together. T. Doerksen seconded. D. Gales suggested that the sub group be aware of PASSHE requirements. Drogan/Doerksen motion for subgroup to develop both. Motion passed unanimously.
D. Gales suggested a formatted track sheet.
 - a. Master Course Syllabi format and program check/track sheet – Broomer, Doerksen, Drogan, Shultz.
 - b. Flow Chart (approval sequence) for full process / expedited process – Girton, Hamman, Kagle, Sechrist.
 - c. Constitution and Bylaws for the ICC – Ely, Gales, Hall, Monkeliën.
6. Communication to colleges / departments
K. Hall proposed some communication sent to departments about general expectations in the spring semester. K. Hall will upload a draft of communication. K. Hamman asked committee members to review prior to Thursday's meeting.
 - a. Spring expectations of departments – teach out plans
 - b. What they can expect from ICC by spring semester- proposal format & processes
7. Summary of approved motions thus far
A list of motions approved was shared with the group.
8. Request for motion re: Grad Council's role in curriculum
M. Girton motioned: The ICC shall recommend that a graduate body shall be part of the curriculum process for approval of graduate courses and graduate programs."
Motion passed unanimously.
9. Next Meeting: Thursday, December 9 @2 PM

10. Adjournment

ICC Meeting
12/9/21 – Minutes

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, S. Monkeliën, G. Sechrist, K. Shultz

1. Approval of Agenda – Ken/Sheryl motion to approve. With seven yes votes, the motion passes.
2. Approval of Minutes 12/6 – Sheryl/Robin motion to approve. With seven yes votes, the motion passes.
3. Chair remarks
 - a. December 16 meeting – Traci out. She will record meeting for the purpose of taking minutes and delete the recording when she is done.
 - b. State Meet & Discuss – December 17
 - c. ICC Policy & Procedures – two parts
4. ICC's process to adopt existing curriculum to support Teach Out Plan
discussion of wording of the motion. All three campuses should adopt their current curriculum. Define current curriculum, so that we can call it that throughout the motion.
It was Kara's understanding that for middle states purposes, BU carries accreditation so they needed them to adopt the other campuses, and that's why it was proposed in that way.
Motion: The ICC adopts the curricula from Lock Haven, Mansfield, and Bloomsburg Universities as the current curricula of the Northeast Integrated University.
5. Communication to colleges/departments
 - a. Spring expectations of departments – teach out plans
 - b. What they can expect from ICC by spring semester – proposal format & processes
6. Discussion – working groups
7. Next meeting: Thursday, December 16 at 10 am
8. Adjournment

ICC Meeting – December 16, 2021
Minutes

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of agenda – D. Gales/M. Girton motion to approve. Motion passed.
2. Approval of minutes from 12/9/21 – M. Girton/S. Monkeliën motion to approve. Minutes will be added regarding approved motion for procedure. Motion passed.
3. Chair Remarks
Local Meet & Discuss Update
There has been a local meet and discuss formed with three members from each campus. There was a Caucus yesterday of just the APSCUF members of meet and discuss, and they provided the following feedback: “The interim integrated M& faculty caucus met this afternoon, and we are concerned that the ICC draft procedure lacks specificity. It was our understanding that this procedure was to address only the adoption of MU and LCU curriculum into BU. We are working diligently on some possible wording and will pass that along to the ICC within the next day or two, as such we don’t feel like there’s a reason for the integrated M&D to meet Thursday.”

K. Hamman will follow up with Dr. Rogers-Adkinson and ask for an update on the formation of a general education committee.
4. Discussions - Breakout Rooms for Subgroups
5. Discussion – reconvene large group to provide updates / clarifications from subgroups.

Approval Sequence: worked on flow chart for curriculum approval process
Master Course Syllabi and program tracking sheets subgroup: started creating a tracking sheet
Constitution & bylaws: Shared draft bylaws on Sharepoint site. Also started writing a procedures manual for this group.
6. Next meeting: Tuesday, December 21 @ 10 AM
7. Adjournment – K. Hall motioned to adjourn. Meeting was adjourned at 12:03 pm.

ICC Meeting – December 2, 2021
Meeting Minutes

Present: K. Hamman, R. Broomer, K. Hall, D. Gales, M. Girton, C. Remley, S. Monkeliën, R. Drogan, T. Doerksen, J. Kagle, G. Sechrist, K. Shultz.

Guests: E. Hawrelak, B. Loher, P. Campbell

1. Discussion with Chapter Presidents or Designees
Determine procedure that we will follow in order to create procedures that departments will follow.
2. Approval of Agenda – K. Hall motion to approve, seconded by T. Doerksen. Motion passed.
3. Chair Remarks
We received guidance as far as PASSHE expectations regarding the order of our work. This includes adopting existing curriculums in order to allow for teach out plans.
 - a. Discussion with Dr. Rogers-Adkinson
 - i. Gen Ed Committee Formation
 - ii. PASSHE guidance/timeline
 - iii. Approval of Existing Curricula
 - iv. “Local” meet and discuss
 - v. Approval of Curriculum for Spring

Girton motion for an interim college level of curriculum committee that is involved in the approval process. R. Drogan seconded the motion. D. Gales asked for a friendly amendment to add the other two bodies: interdisciplinary and graduate. Amended motion reads: “The ICC shall recommend the establishment of the following interim committees: college level curriculum, interdisciplinary, and graduate.” R. Drogan continued her second of the motion. Time did not allow for a vote.

Meeting adjourned at 4:30 pm.

ICC Minutes
Thursday, January 6, 2022
10:00 am

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman (Chairperson), J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of agenda – K. Hall motion/M. Girton second. K. Shultz asked to add an item. Integrated Council of Deans meeting was held, and John Ulrich said that he helped to write the side letter. He said that now that local integrated M&D has approved our procedure, we are okay to move to the next step of voting for adopting curriculum. State M&D is supposed to review to make sure the process was followed. Table until next meeting, as there is a question as to next steps. **With eight yes votes, the agenda is approved.**
2. Approval of Minutes of 12/21/21 – R. Drogan/S. Monkeliën motion to approve minutes. **Minutes were approved.**
3. Chair Remarks
 - a. Update – Meet & Discuss January 4 meeting
M&D approved our language that will allow us to review two potentially adopted curriculums.
 - b. Meeting w/ Chancellor – January 7
Provosts from six integrating campuses, chapter presidents, and curriculum committee chairs from two ICCs. Let K. Hamman know if there is anything you would like her to bring up regarding timelines, next steps, expectations, etc.
Topics to bring up: concerns about timelines, steps to process for approving things
D. Rogers-Adkinson is the contact person for this committee, and APSCUF will give us the name of a contact person.
4. Spring semester meeting schedule
 - a. Frequency
 - b. Length
 - c. Finding a time
Discussion:
Two 2-hour weekly time blocks, with additional subgroup meetings as needed.
Send class schedules to Traci, and she will try to find two-hour blocks. Also look at other 1-hour blocks.
5. Presentation & Discussion of work from subgroup – Master Course Syllabus/Program checklist (Ramona, Robin, Teri, Kara)
Tracking form.
6. Presentation of work from subgroup – Flowchart/Approval sequence full & Expedited (Matt, Karen, Jeanne, Gretchen)

7. Presentation & Discussion of work from subgroup – Constitution & Bylaws for ICC (Dan, Ken, Sheryl, Katie)

DISCUSSION: How to share proposals for faculty review. Suggestion to use Sharepoint, but with read-only access. We can look into having a D2L that we can all access. There should be a way for faculty to submit comments. This can delay the process. Suggestion of discussion board on D2L with a time limit.

8. Next meeting: Thursday, January 13 @ 10 am

9. Adjournment

ICC Meeting – December 21, 2021

Members present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman (Chairperson), J. Kagle, S. Monkelien, K. Shultz

1. Agenda – K. Hall/M. Girton motion to approve. Motion passed unanimously.
2. Minutes – M. Girton/R. Drogan motion to approve. Motion passed unanimously
3. Chairs Remarks

- a. Update on Gen Ed

K. Hamman received a response from Dr. Rogers-Adkinson regarding general education. ICC has to approve its processes and procedures in order for the general education committee to be formed. K. Hamman will forward the response to the group, so that they can see the wording.

- b. Process for adopting existing curriculum

Discussion of wording of the proposal. References to interim accrediting was deemed problematic by M&D.

Motion for proposed wording was made by D. Gales, seconded by S. Monkelien. “The Northeast ICC shall consider the adoption of existing curricula by the northeast integrated university to preserve the continuity of curricula for currently enrolled students, to support teach-out plans for such students, and to preserve unique curricula for the integrated program array. The ICC shall follow Robert’s Rules of Order in its deliberations and decisions on this matter. Approval will be determined by a majority vote of voting members.”

Motion was approved unanimously.

4. January meetings (1/6, 1/13, 1/20) - At each meeting, we can have each subgroup present their work for discussion.

T. Doerksen suggested having about one third of work ready to present on January 6, so it can be reviewed and adjustments can be made to their own projects. In subgroups today, discuss what can be ready to present on January 6.

5. Breakout groups – Groups will prepare to present on January 6.
 6. Discussion – reconvene large group to provide updates/clarifications from subgroups.
 7. Next meeting: Thursday, January 6 at 10:00 am
 8. Meeting was adjourned at 12:00 pm.

ICC Minutes

Thursday, January 13, 2022 @ 10:00 AM

Present: M. Girton, D. Gales, K. Hamman, K. Shultz, R. Drogan, K. Hall, K. Ely, R. Broomer, G. Sechrist, S. Moneklien, J. Kagle, T. Doerksen.

1. Approval of Agenda – S. Monkelien/M. Girton motion to approve. Motion passed unanimously.
2. Approval of Minutes 1/6 – K. Hall/D. Gales motion to approve. Motion passed.
3. Chair Remarks
 - a. Update- Meeting w/ Chancellor
K. Hamman added new folder on Sharepoint called “Communication and Memos.” She added communication from the chancellor that outlines the corrected timeline.
Spring M&D meetings: January 21 and February 25.
 - b. Existing curriculum adoption process/date
4. Spring Semester Meeting Schedule
 - a. Wednesdays 11 am to 1 pm
 - b. Thursdays 2 – 3 pm
5. Discussion – updated Approval sequence - (Matt, Karen, Jeanne, Gretchen)
Reviewed expedited process
S. Monkelien/D. Gales motion to approve the process flow chart. Motion passed unanimously.
6. Discussion – updated Constitution & Bylaws for ICC (Dan, Ken, Sheryl, Katie)
M. Girton/T. Doerksen motion to approve. Motion was approved unanimously.
7. Discussion – updated Proposal documents (Ramona, Robin, Teri, Kara)
8. Next Meeting: Thursday, January 20 @10 AM
9. Adjournment

ICC Minutes

Thursday, January 20, 2022 @ 10:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, T. Fetterman, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – M. Girton/S. Monkeliën motion to approve agenda. Agenda approved unanimously.
2. Approval of Minutes 1/13/22 – R. Drogan/S. Monkeliën motion to approve minutes. Motion passed unanimously.
3. Chair Remarks
 - a. Update- local M&D There was a meeting this morning, just prior to this meeting. It was reported that the flowchart and procedures for ICC were approved.
 - b. Reminder Spring Meeting Schedule:
 - Wednesdays 11 am to 1 pm
 - Thursdays 2 – 3 pm
 - c. Materials for review- adoption of existing curriculum (pending approval of procedures)
 - d. Gen Ed Proposals – K. Hamman added a folder on Sharepoint called General Education proposals.
4. Discussion – updated Proposal documents (Ramona, Robin, Teri, Kara)
Committee reviewed the proposed document and provided feedback.
5. Need for additional work from subgroups?
6. Next Meeting: Wednesday, January 26 @11 AM
7. Other

K. Hamman added folder to Sharepoint called “Adoption of Existing Curriculum.”
K. Hamman asked committee members to add suggestions to the “General Education Proposals” folder in Sharepoint.
8. Adjournment
Meeting was adjourned at 11:14 am.

ICC Minutes

Wednesday, January 26, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda M. Girton/S. Monkeliën motion to approve. Motion passed unanimously.
2. Approval of Minutes 1/20 – D. Gales/K. Hall motion to approve. Motion passed unanimously.
3. Chair Remarks
 - a. Updates on Policies and Procedures / State M&D felt they didn't have enough time to review. They are meeting this morning.
 - b. New UCC / Dates of ICC's term – New UCC will not be formed until shared governance committee finishes their work. Side letter states that our last day is end of summer term. Mansfield has August 12 as the last day of summer term. The other two campuses don't have not yet posted summer dates.
 - c. Adoption of Existing Curriculum Process
 - d. Bi-weekly ICC check-ins with Chancellor (Feb 8, Feb 22, March 8, March 22, April 5, April 19)
4. Discussion – updated Proposal documents (Ramona, Robin, Teri, Kara)
R. Drogan shared master course syllabus. Committee members shared feedback.
5. Discussion- proposed process for General Education approval
Committee members reviewed LHU general education, the general education sub-group proposal, and West Chester University.
Suggestion to have each current general education committee chairperson review: Elsa Winch (LHU), Loren Selznick (BU), Teri Doerksen (MU).
6. Reminder: Drs. Rogers-Adkinson & Hawrelak- Thursday, February 3
7. Next Meeting: Thursday, January 27 @ 2 PM
8. Adjournment
M. Girton motion to adjourn, seconded by R. Drogan. Meeting was adjourned at 12:37 pm.

ICC Minutes

Wednesday, February 2, 2022 @ 11:00 AM

1. Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz
2. Approval of Agenda – T. Doerksen/M. Girton motion to approve. Motion passed.
3. Approval of Minutes 1/26 & 1/27 – K. Hall/S. Monkeliën motion to approve. Motion passed.
4. Chair Remarks
 - a. Tomorrow's Meeting – Drs. Rogers-Adkinson and Hawrelak are scheduled to attend tomorrow's meeting. K. Hamman had circulated a list of questions that had come up.
 - b. Gen Ed Update – Will be discussed at tomorrow's meeting. There is a proposal for how to involve all colleges in the process.
 - c. Questions from ICC for next Chancellor meeting (February 8) – Send questions/comments to K. Hamman.
5. Item for Consideration: Proposal Documents
 - a. Program Tracking Sheet – M. Girton/S. Monkeliën motion. Motion passed unanimously.
 - b. Course Form – M. Girton/D. Gales motion to approve. Motion passed unanimously.
 - c. Course Deletion Form – M. Girton/S. Monkeliën motion to approve. Motion passed unanimously.
 - d. Master Course Syllabus – M. Girton/S. Monkeliën motion to approve. Motion passed unanimously.
 - e. Master Course Syllabus (annotated-does this need official approval?)
6. Discussion- next tasks for the committee
 - a. Communication from committee
 - b. Working out kinks / processes for the public SharePoint (or different technology)
 - c. Determining internal flow of meetings/proposals
 - d. Other
7. Next Meeting: Thursday, February 3, 2 – 3 p.m.
8. Adjournment
Meeting was adjourned at 12:43 pm.

ICC Minutes

Thursday, February 3, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, K. Ely, R. Drogan, M. Girton, J. Kagle, K. Hall, K. Hamman, S. Monkeliën, G. Sechrist, K. Shultz.

Guests: E. Hawrelak, D. Rogers-Adkinson

1. Brief introductions- Dr. Rogers-Adkinson, Dr. Hawrelak, ICC members
2. Discussion- Gen Ed
D. Rogers-Adkinson proposed the makeup of the General Education Functional Integration Team. Committee members made some suggestions for changes. D. Rogers-Adkinson indicated that she is open to suggestions for changes in the faculty makeup of the team, and she took notes on the suggestions that were made.
3. Discussion- Formation of the new UCC / Transition of processes from ICC
4. Other items for discussion from ICC members

E. Hawrelak and D. Rogers-Adkinson indicated that they are available to meet with ICC on Thursday, February 17.
5. Adjournment
Meeting was adjourned at 3:02 pm.

ICC Minutes

Wednesday, February 9, 2022 @ 11:00 AM

Members Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkelien, K. Shultz

1. Approval of Agenda – D. Gales asked for an agenda item to debrief from last meeting. R. Drogan/K. Hall motion to approve. Motion passed unanimously.
2. Approval of Minutes 2/2 & 2/3 – Tabled until Thursday, February 10.
3. Chair Remarks
 - a. Update- Approval of Policies – no updates yet.
 - b. Update from Chancellor meeting

K. Hamman brought up a concern about transition to new UCC and documents that are being approved for departments to work on new curriculum, while new documents can potentially be approved by the new UCC. Decision to continue our committee through fall would have to be requested through Local M&D and then approved at State M&D, so that conversation is beginning.

We have not received word from state about rejection of our first draft of policies & procedures.

K. Hamman talked about moving forward with gen ed. The Penn West group is doing something similar, as they are convening a sub group to discuss gen ed.

She asked that we need documents to be approved by local and state and wanted to know if we would be prevented from sharing once approved by local. We're waiting for state to approve that procedures are followed.
4. Debrief from last week's meeting

Committee members discussed reactions to last Thursday's meeting, as well as continuing concerns.
5. General Education
 - a. Committee Make up

It was suggested to have each campus General Education committee chairperson plus two additional faculty members. More faculty members can be added, if there is a need for better representation of different academic areas.

It was suggested that Gen Ed chairs meet and gauge faculty interest in their committees for serving on this subcommittee.
 - b. Charge

Needs to be clear that whatever is proposed has to be workable in-person for all campuses.

The subgroup will review proposed general education programs and rank them. We would present the highest ranking one to all faculty for vote.

T. Doerksen suggested the subgroup give us pros and cons for each option.

6. Discussion- Timeline/ flow of proposals

Committee members discussed the proposed timeline for proposals.

D. Gales mentioned that for graduate programs, they will need to be approved by two deans (college and graduate dean), and the graduate dean for the integrated university hasn't been hired yet. It was noted that there are interim graduate deans on each campus right now.

7. Discussion- Next Communication from ICC to Departments

8. Next Meeting: Thursday, February 10, 2 – 3 p.m.

9. Adjournment

Meeting was adjourned at 1:03 pm.

ICC Minutes

Thursday, January 27, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – K. Hamman added an extra item to the agenda, regarding general education. S. Monkeliën/D. Gales motion to approve. Motion passed unanimously.
2. Chair Remarks
 - a. State M&D feedback on procedures – Not approved because they wanted to see all of the documents.
 - b. General Education update
K. Hamman contacted all three General Education Chairs from the campuses. They all replied and said they would be happy to bring anything back to their committees for review.
3. Item for Consideration: ICC Adoption Request
D. Gales made a motion to approve the document. The motion was seconded by K. Hall. Motion passed unanimously.
4. Approval Documents – Please review updated documents on Sharepoint site, and they will be voted on at the next meeting.
5. General Education Discussion
K. Hamman asked for a volunteer to look at each general education program. K. Hall, S. Monkeliën, J. Kagle, and D. Gales volunteered.

Discussion points. We are asking committees to rank the options, with the following in mind:

We need to be able to field all the classes on the ground at all three campuses
We need to be able to implement this curriculum immediately, utilizing current available resources
We need to be able to repurpose current courses onto this program
We need to consider the general education programs *in toto*.

6. Next Meeting: Wednesday, February 2, 11 a.m. to 1 p.m.
7. Adjournment
Meeting was adjourned at 3:05 pm.

ICC Minutes

Thursday, February 10, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkelien, K. Shultz.

1. Approval of Agenda – M. Girton/S. Monkelien motion to approve. Motion passed unanimously.
2. Approval of Minutes 2/2 & 2/3 – K. Hall/M. Girton motion to approve minutes from 2/2. Motion passed unanimously. M. Girton/T. Doerksen motion to approve minutes from 2/3. Motion passed unanimously.
3. Chair Remarks
 - a. Update- Local M&D Caucus and full meeting – Caucus meeting is at 3:00 pm, and it includes the faculty members from each campus.
4. General Education Draft Document

K. Hamman shared a draft document yesterday, and some changes were suggested. Discussion about whether to have faculty at large vote on general education program options.

Option 1: we provide faculty one option and ask them to comment; we decide yes or no.

Option 2: we provide faculty one option and they vote.

Option 3: we provide faculty two options and they vote as an advisory piece to our decision.

M. Girton motioned to go with option 3, with the vote being non-binding. S. Monkelien seconded.

Discussion:

T. Doerksen suggested that we wait to make this decision until we receive proposed gen ed programs from the advisory committee.

J. Kagle suggested using a survey for feedback.

K. Hamman called the question on the motion. There were seven yes votes, one no, and one abstention.
5. Next Meeting: Wednesday, February 16, 11 a.m. to 1 p.m.

D. Gales asked that someone who was at the table writing the side letter attend the meeting on 2/17.
6. Adjournment

Meeting was adjourned at 2:41 pm.

ICC Minutes

Thursday, February 16, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – T. Doerksen/S. Monkeliën motion to approve. Motion passed.
2. Approval of Minutes 2/9 & 2/10
Minutes of 2/9: D. Gales/S. Monkeliën motion to approve. Motion passed.
Minutes of 2/10: T. Doerksen/D. Gales motion to approve. Motion passed.
3. Chair Remarks
 - a. Update- Local M&D meeting- Tuesday afternoon
K. Hamman had emailed feedback received by M&D yesterday. She had received some communication from D. Rogers-Adkinson, which is item number 6 on the agenda.
 - b. Item's for next week's Chancellor meeting?
4. Discussion topics for Dr. Rogers-Adkinson and Dr. Hawrelak tomorrow
Communication regarding processes and approvals.
K. Hamman said the shared governance committee met yesterday and President Hanna said that ICC was concerned with UCC. Hanna said they are establishing shared governance process, but curriculum is entirely up to faculty.
5. Some small requested changes to documents
6. Discussion- Request for a quick-change document- just course code changes
Committee members agreed to not create a different form for an expedited process.
7. Continuation-General Education Draft Document
Discussion of makeup of the committee.
T. Doerksen will incorporate the suggested changes for further review at tomorrow's meeting.
8. Next Meeting: Thursday, February 17, 11 a.m. to 1 p.m.
9. Adjournment

ICC Minutes

Thursday, February 17, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

Guests: E. Hawrelak, R. Darbeau.

1. Approval of Agenda – D. Gales/S. Monkeliën motion to approve. Motion passed.
2. Approval of changes from local M & D to Proposal Documents and Flowchart
S. Monkeliën/K. Hall motion to accept all changes made to the documents. Motion passed unanimously.
Sequence for proposals had two changes, shared by K. Hamman. T. Doerksen/S. Monkeliën motion to approve. Motion passed unanimously.

The documents will be converted into PDF and will be sent to Brooke for inclusion in the next Meet & Discuss agenda.

3. Discussion with Dr. Darbeau and Dr. Hawrelak
 - a. Existing Curriculum Adoption- changes made to approved and signed document
ICC adopted existing curriculum from all three campuses. It was returned to us with some words crossed out and signed. Some clarification is needed on where that document is in the approval process. R. Darbeau said that the charge was to approve MU and LHU, because in essence those two were surrendering their accreditation. BU's accreditation remains intact, so there was no need to approve their curriculum. T. Doerksen explained the reasoning for including the wording. R. Darbeau said that the document should have been sent back to ICC with a request to revise and vote again for approval.
 - b. Expedited curriculum form request- committee members discussed and will not submit an expedited form.
 - c. Information on Phases of curriculum approvals (1,2,3??)
R. Darbeau said preference is to each campus will retain its current academic array, minus any moratoriums that happen on each campus, for 23-24, we will phase in the first swath of programs. Gen ed will be included, as well as the big enrollment drivers, like business health care. Large majority of programs will be phased in in the first year. Another large one in the second year. Nursing and interdisciplinary in the third year. There are two major driving forces. The curricular body can't approve anything that doesn't come to it. Even if we would like business and others to come first, if they don't come to committee, they won't get approved. If everyone puts everything forward together, then they would like the larger majority of students to be served first. General education is major and needs to be approved in phase one. The deans have been working on which programs they think they can get ready in time. K. Hamman asked if we could have a list of the programs. R. Darbeau said he would check on where they are

in the process.

d. General Education update

e. Communication

Discussion of communication of information to faculty.

ICC revised the general education charge.

E. Hawrelak said that he can see a concern about the timeline and about what the faculty are going to have the ability to do. K. Hamman said that they are looking for a preference. E. Hawrelak asked if there will be an opportunity to give feedback. Faculty are concerned about what kind of feedback and participating they will be able to have.

T. Doerksen said that we've been told that we cannot create a new program, and we can only look at existing programs. E. H said that it's important to make that clear when sent out to the faculty.

4. Review of changes to Gen Ed Document (time permitting)

5. Next Meeting: Wednesday, February 23, 11 a.m. to 1 p.m.
Reviewing general education

6. Adjournment

Meeting was adjourned at 3:03 pm.

ICC Minutes
Wednesday, February 23, 2022 @ 11:00 am

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – K. Hall/T. Doerksen motion to approve. Motion passed unanimously.
2. Approval of Minutes from 2/16 – R. Drogan/T. Doerksen motion to approve. Motion passed unanimously.
Approval of Minutes from 2/17 – R. Drogan/T. Doerksen motion to approve. Motion passed unanimously.
3. Chair Remarks
 - a. There was a follow up from Dr. Darbeau that there is no further action required from ICC on adoption of curriculum.
 - b. Chancellor meeting – K. Hamman asked about the new UCC at the meeting.
 - c. Update – Approval of our procedures at State MD&. All of our documents are going to state M&D this Friday. The ICC chairs have been invited to attend.
 - d. New UCC – There is an APSCUF chapter president meeting of the three chapters and they will start discussions. She expressed that our group will be fine with providing recommendations, and he indicated that would be fine.
 - e. Discussion with Dr. Hanna about gen ed. He expressed concern to make sure we have something in place for gen ed prior to July 1. Part of middle states designation of BU being institution whose accreditation will be continuing. If we don't approve something, we have to adopt BU's general education program. We are motivated to make sure we have a replacement in place.
 - f. March 4 (3-5 PM) Integrated Chairs' Meeting – K. Hamman was invited to attend, and she can invite additional ICC members. D. Gales and M. Girton will be attending, as chairpersons. Dan will also be there. T. Doerksen and R. Drogan will attend the meeting to represent ICC and answer questions.

Discussion about D2L for housing documents.

4. General education Procedure
 - a. Open Forums – to allow for discussion to take place before the vote happens.
Committee members agreed that open forums across all campuses should be held.
 - b. Composition of the Committee
K. Hamman suggested that the three administrators who serve on ICC also serve on the general education committee. It was agreed by committee members to add those members on the document.

- c. Approval of revised language. Committee members discussed and revised language on the document.
D. Gales motion to accept the changes, seconded by S. Monkeliën. Motion passed unanimously.
 - d. Timeline – Committee members discussed and revised the timeline.
K. Hamman will share with general education chairs on all three campuses.
5. Next Meeting: Thursday, February 24 at 2:00 pm

Items for tomorrow:

Questions for chairs meeting
Technology for sharing documents
Processing program/syllabi proposals
Newsletter

6. Adjournment
S. Monkeliën motion to adjourn, seconded by K. Hamman. Meeting was adjourned at 12:52 pm.

ICC Minutes

Thursday, February 24, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gates, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda - M. Girton/S. Monkeliën motion to approve. Motion passed unanimously.
2. Chair Remarks
K. Hamman sent approved general education charge to two groups: gen ed chairs from three campuses and the integrated president, provosts, and chapter presidents. She got a response from Rick Goulet (LHU APSCUF Chapter President) with a concern. The time period for faculty review includes time during spring break week. Committee members agreed to adjust the timeline so that we send it to the president on May 9.
3. Communication from ICC to Faculty
K. Hamman drafted a communication to faculty and shared the draft with committee members.
4. Recommendations to departments re: proposals
5. If time, technology for “public” comments – assigned to a subgroup.
6. Next Meeting: Wednesday, March 2, 11 a.m. to 1 p.m.
7. Adjournment

ICC Minutes
Thursday, March 3, 2022 at 2:00 PM

Present: T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist.

1. Approval of Agenda – M. Girton/D. Gales motion to approve agenda. Motion passed unanimously.
2. Chair Remarks
 - a. Phases
K. Hamman shared a list of the phases. There may be a more recent version of this list.
 - b. Other updates from yesterday's meeting
K. Hamman is waiting for an answer from the Registrar about questions that were brought up yesterday.
 - c. Website/Email address – K. Hamman contacted IT about a website and email address for ICC.
3. General Education
 - a. Update from morning meeting
The gen ed chairpersons have come up with a list of people to serve on the committee. They are working on confirming with the potential members and scheduling a meeting next week.
 - b. Proposals to review
We had last discussed four programs, and there were some additional ones that were suggested.
D. Gales motion to limit to four proposals for the gen ed group to review. Seconded by S. Monkeliën. Subgroup, west Chester, lock haven, slippery rock – review those and send votes to Traci.
R. Drogan moved to amend the motion if the committee decides that more than one should be added to the three. D. Gales seconded.
K. Hamman called the question on the motion. With seven yes votes and one opposed, the motion carries.
K. Hamman will send: subgroup, lock haven, and West Chester. Before next meeting, review Kutztown Mansfield Shippensburg and Slippery Rock. They will be discussed next Wednesday, to determine if we will add one or two additional programs to be presented.
K. Hamman asked for a vote on determining four or five proposals that we will send to committee. Motion passed unanimously.
4. Update from technology sub-committee
Committee members agreed that D2L was the most workable option.

5. Friday's presentation
6. Next meeting: Wednesday, March 9, 11 am
7. Adjournment
Meeting was adjourned at 2:58 pm.

ICC Minutes
Wednesday, March 2, 2022
11:00 am

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist.

1. Approval of Agenda – S. Monkeliën/M. Girton motion to approve agenda. Motion passed unanimously.
2. Approval of Minutes of 2/23– T. Doerksen/S. Monkeliën motion to approve minutes. Motion passed unanimously.
Minutes of 2/24 – T. Doerksen/M. Girton motion to approve. Motion passed unanimously.
3. Chair Remarks
Approval of procedures – Meet & Discuss had a few questions about the procedures, and they were approved.

Fillable forms were created.
4. Updates from Sub-committee discussions/work
Process – Who numbers courses? The department or Registrar?
There was a question about cognates – the form has a notes column
 - a. Forms – forms that were approved by M&D say that the program sheet has to go along with the form.
 1. R. Drogan presented the PowerPoint that will be shown at Friday’s Chairpersons meeting.
 2. D. Gales asked if a proposal can be reconsidered if it’s not approved by a dean.
 3. There was a discussion of moratorium consideration.
 4. R. Drogan recommended that we request some changes to the approved forms.
 - b. Technology – Discussion of D2L for submitting forms, and challenges with access from different campuses.
5. Next meeting – continued updates from subgroups.
6. Adjournment - Meeting was adjourned at 1:01 pm.

ICC Minutes

Wednesday, March 9, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – S. Monkeliën/T. Doerksen motion to approve. Motion passed unanimously.
2. Approval of Minutes 3/2 & 3/3
R. Drogan/K. Hall motion to approve. Motion passed unanimously.
R. Drogan/S. Monkeliën motion to approve. Motion passed unanimously.
3. Chair Remarks
 - a. Department Chair's Meeting
The meeting went well, and the presentation was received well.
Discussion of whether all programs will have to follow the approval process, or if some programs without any changes don't have to submit forms.
 - b. Chancellor's meeting update
4. Department Test Group for ICC process (EGGS and ITA volunteered)
It was noted that the graphic design program may have volunteered to test.
D. Gales suggested that chairs should be given PASSHE policies regarding programs, so that they can adhere to the policies.
R. Drogan suggested an internal process for evaluating proposals, so that we don't get overwhelmed by volume, as well as a process for approving general education courses.
K. Hamman asked that someone look at the composition of the committee and come up with some working groups for tomorrow.
K. Shultz recommended using our current subgroups to form the working groups.
5. GEAC Update
 - a. Membership – The group has been formed, and K. Hamman added the membership list to the Sharepoint.
 - b. Initial Meeting – J. Kagle shared that the plan is to review the programs over spring break and meet to discuss immediately after spring break. They talked about reaching out to faculty at the campuses, if possible, to get their opinions on how it's working.
 - c. SharePoint folder – K. Hamman created a folder in our Sharepoint site for the GEAC, and they only have access to that folder.
6. Additional Gen Ed Proposals to be added for GEAC review
We submitted to GEAC: West Chester, Lock Haven, and subgroup. Kutztown, Mansfield, slippery rock, Shippensburg were other options to be discussed today.
 - a. Slippery Rock
 - faculty said they have had a rough time implementing.
 - T. Doerksen indicated that it's very faculty intensive.
 - Nothing in GE can be double dipped in a program. For instance, English courses that are GE cannot count towards English major.

b. Shippensburg

- R. Drogan said it's easy to read.
- 45 credit requirement, has a language requirement

D. Gales motioned to add Shippensburg's GE program to the list of programs be reviewed by GEAC. S. Monkeliien seconded.

T. Doerksen suggested also adding Mansfield. It was decided that it could be discussed later.

Motion passed unanimously.

Discussion on whether to consider more. T. Doerksen motioned to add Mansfield. J. Kagle seconded. Discussion of Mansfield program.

Motion passes with five votes in favor, and two opposed.

7. Replacement of Retiring Members (if time)
8. Technology Update (if time)
9. Next Meeting: Thursday, March 10, 2 p.m.
10. Adjournment
Meeting adjourned at 1:01 pm.

ICC Minutes

Thursday, March 10, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – S. Monkeliën/M. Girton motion to approve agenda.
2. Chair Remarks
 - a. Yesterday's BUCC Open Meeting
Faculty had a lot of questions at yesterday's meeting.
Concerns were expressed at yesterday's meeting about not having communication and opportunities for feedback.
 - b. Clarification of Deadlines (Kara?)
Some chairs want a quick-change form that allows them to not have to redo curriculum paperwork. Provost Rogers-Adkinson believes that since we have now adopted all three curriculum for new U, all three programs will exist and are approved by the new university. Any program that is not changing anything except for prefix and number shouldn't need to go through ICC for curriculum approval. The example she gave was the Doctorate in Audiology, which is only being taught on one campus. Any program that's taught on campus that's a combined curriculum has to go through ICC.
T. Doerksen said it would be helpful to have a list of the programs that they believe are eligible.
Registrar wants to move new programs forward by December 2022. We need to be prepared for the Fall 2023 admissions class.
3. Revisit: Department Test Group for ICC process
Suggestion to let departments submit syllabi for courses without a program packet.
discussion of numbering of courses. D. Gales requested that the Registrar attend one of our meetings to answer questions.
4. Replacement of Retiring Members
Summer contracts will be issued for the people in this committee. K. Hamman asked thoughts on whether we should identify replacements now and have some overlap. S. Monkeliën said that she is planning on being done at the end of this semester. R. Broomer is the other member who is retiring.
T. Doerksen suggested that since G. Sechrist and K. Ely are stepping back to faculty, if they could replace the two leaving faculty (voting) members.
5. Technology Update
Discussion of using D2L.
6. Next Meeting: Wednesday, March 23, 11:00 am
7. Adjournment

ICC
Minutes
Wednesday, March 23, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkelien, K. Shultz.

1. Approval of Agenda – S. Monkelien/T. Doerksen motion to approve. Motion passed.
2. Approval of Minutes 3/9 & 3/10 – T. Doerksen/R. Drogan motion to approve. Motion passed.
T. Doerksen/R. Drogan motion to approve 3/10. Motion passed.
3. Chair Remarks
 - a. Chancellor’s meeting update – the meeting was brief. One concern from gen ed was wondering if it was an intellectual property issue to take a gen ed program from another university. PASSHE legal indicated that it’s not an issue.
UCC – K. Hamman was invited to a meeting of provosts and chapter presidents on March 31st, but it conflicts with her teaching schedule. She’s waiting to see if it’s rescheduled.
 - b. Blue Beyond meeting – tomorrow at 3 pm
 - c. Tomorrow’s meeting- Linda Swisher, Registrar – send any questions to Karen.
4. Distribution of updated forms
D. Gales motioned that master syllabus form be changed to include detailed description of major units and time allotted for a course. M. Girton seconded. Eight no votes and one yes vote. Motion does not pass. K. Hamman suggested updating annotated form to include where units and time allotted can appear.
5. GEAC Update
The subcommittee met yesterday.
6. Technology / Process
 - a. Email: icc@bloomu.edu
 - b. SharePoint: Commonwealth University Curriculum
 - c. Scheme for folders / comments / file names
course title, name “COM Program,” “COM Minor,” etc. department, program, course (what it is), year
 - d. Green light proposals?
7. Next Meeting: Thursday, March 24, 2 p.m.
8. Adjournment
Meeting was adjourned at 12:54 pm.

ICC Minutes

Thursday, March 24, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

Guest: L. Swisher

1. Approval of Agenda – S. Monkeliën/D. Gales motion to approve agenda. Motion passed.
2. Discussion w/ Registrar- Linda Swisher
 - a. Course Numbering- procedure
L. Swisher asked that departments reach out to the Registrar's office prior to filling out any forms, to find available course numbers. Starting out, they won't have to reach out because course numbers aren't taken. If you know that a number isn't being used, you don't have to reach out.
 - b. Preference for individual courses or full programs w/ courses
L. Swisher said it would be great if courses were approved before programs.
 - c. Process for registrar to voice input on proposals
During the public comment period.
 - d. Course equivalencies
3. If time, updates on technology / internal processes
4. Next Meeting: Wednesday, March 30, 2022
5. Adjournment

ICC Minutes

Wednesday, March 30, 2022 @ 11:00 AM

Present: R. Brooker, T. Doerksen, R. Drogan, M. Girton, K. Hamman, J. Kagle, S. Monkeliën, K. Hall, D. Gales, G. Sechrist, K. Shultz.

1. Approval of Agenda – K. Hall/J. Kagle motion to approve. Motion passed unanimously.
2. Approval of Minutes 3/23 & 3/24
K. Hall/M. Girton motion to approve. Motion passed.
R. Drogan/M. Girton motion to approve. Motion passed.
3. Chair Remarks
 - a. Anything to bring up at Tuesday's Chancellor meeting?
 - Is there an answer on the department codes and numbers?
4. GEAC Update
 - a. GEAC sent an email with some clarification questions.
 - Definition of a lab.
 - If a program has a single course for a requirement, do they have to offer it? For example, Shippensburg has an oral communication requirement, and they built a specific course to fulfill that requirement. Can we build a variety of courses to fill a requirement?
5. Technology / Process
 - a. SharePoint access for all?
It was suggested that we can share a link with everyone, so that they can access the files.
 - b. Set up folders / add most recent forms
Discussion of the procedure: who sends the forms (department or dean), who receives it and puts it in Sharepoint?
Deans folder in CUP Sharepoint.
 - c. Approval of Naming Scheme for files (from Dan)
M. Girton/R. Drogan motion to discuss. Changes to be made when Banner is up and running, if necessary. Motion passed unanimously.
 - d. Communication to faculty (updated forms, Sharepoint, naming scheme, ICC email)
6. Review of Sample Proposal
Use full phone number instead of extension
Separate boxes for name, email, phone
Follow naming structure: department, "ITABE, Specialization Information Technology and Analytics"
Title of #2 should be changed to "Department & Program"
#7 "university's"
9. State no impact, or Identify programs/departments/courses other than your own.

7. One meeting during finals week? (Traci poll)
8. Summer Schedule-
 - a. Frequency and duration of meetings
 - b. Suggested days/times
 - c. Summer Term Dates- May 23 – August 12, 2022 (BU)
May 23 – July 29, 2022 (LHU)
May 23 – August 11, 2022 (BU)
9. Next Meeting: Thursday, March 31, 2 p.m.
10. Adjournment

ICC Minutes

Thursday, March 31, 2022 @ 2:00 PM

Present: R. Broomer, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, S. Monkeliën, G. Sechrist

1. Approval of Agenda – S. Monkeliën, M. Girton motion to approve agenda.
2. Chair Remarks
3. Complete Review of Sample Proposal
Discussion of whether dual-listed or cross-listed courses should each have their own master course syllabus. D. Gales motioned to have separate syllabi. S. Monkeliën seconded.

With six yes vote and two no, the motion passes.

It was determined that #14 in syllabus was redundant, so it was removed.

4. Technology / Process updates?
5. One meeting during finals week? (Traci poll)
Doodle Poll for finals week meeting.
6. Summer Schedule-
 - a. Frequency and duration of meetings
 - b. Suggested days/times
 - c. Summer Term Dates- May 23 – August 12, 2022 (BU)
May 23 – July 29, 2022 (LHU)
May 23 – August 11, 2022 (BU)
7. Next Meeting: Wednesday, April 6, 2022
8. Adjournment

ICC Minutes

Wednesday, April 6, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – S. Monkeliën/R. Drogan motion to approve agenda. R. Drogan asked to add a review of the annotated master course syllabus. Motion passed unanimously.
2. Approval of Minutes 3/30 & 3/31
Minutes of 3/30 – R. Drogan/K. Hall motion to approve. Motion approved unanimously.
Minutes of 3/31 – S. Monkeliën/R. Drogan motion to approve. Motion passed unanimously.
3. Chair Remarks
 - a. ICC/UCC- Fall Semester
Had been discussed at a meeting with chapter presidents and provost, and they were in agreement. It will go to State M&D to be formally approved.
 - b. SharePoint Update
K. Hamman hasn't received a response to her email request. She asked on Monday for at least chairs and deans to be added to the Sharepoint, and they were added. Current chairs and future chairs, as well as deans, now have access.
 - c. PennWest Technology Process
Vice Provost for Curriculum Management shared how their process works. They use Microsoft Flow. It tracks approvals in Sharepoint. K. Hamman is arranging for a demonstration of the process.
4. Finals week meeting- Mon 1-3 OR Fri 9:30-11:30
Put a hold on both of those time slots.
5. Summer Schedule-
 - a. Frequency and duration of meetings
 - b. Suggested days/times
 - c. Summer Term Dates- May 23 – August 12, 2022 (BU)
May 23 – July 29, 2022 (LHU)
May 23 – August 11, 2022 (BU)

Discussion of summer schedule. A Wednesday or Thursday meeting was suggested. It was agreed to meet on Wednesdays from 9:00 am to 12:00 pm.
6. Review of annotated document. Clarifying wording was added to Item 10 content description.
7. General Education Discussion
 - a. Process for ICCs decision on curriculum to send forward
 - b. Review of GEAC Pros & Cons
Discussion points:

Overlays – lock haven (12-18) and West Chester (21)

M. Girton motioned to drop West Chester and subgroup from consideration for the new general education curriculum, seconded by R. Drogan. Motion was approved with seven positive votes and one abstention.

8. Next Meeting: Thursday, April 7, 2 p.m.

9. Adjournment

ICC Minutes

Thursday, April 7, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz

1. Approval of Agenda – T. Doerksen/K. Hall motion to approve agenda. Motion passed unanimously.
2. Chair Remarks
 - a. SharePoint / Microsoft Flow Meeting- Monday, April 11 @ 10 a.m.
 - b. 10 Day faculty Comment / Open forums
According to our timeline, the 10-day faculty open comment period begins on Monday, April 11.
It was suggested that one of the members of the GEAC help to facilitate the faculty discussion. K. Hamman indicated that she could provide a list of the names, but she didn't want to direct them to lead discussion.
K. Hamman created a form for faculty feedback.
3. Finalize General Education Proposals
As of yesterday, we narrowed down to three proposals. Today, we will select the two that will move forward.
Discussion of Mansfield – does not have experiential learning component, but does have capstone. Requires 9 credits at the upper division level, but waived for students that come in with an associates degree.
Discussion of Shippensburg – one science course instead of two, easily advisable, lack of experiential learning.

By ranked vote, the top two general education proposals are: Shippensburg University and Lock Haven University.
4. Upcoming communication to faculty from ICC
 - a. New Forms- attachment and Sharepoint folder
 - b. Gen Ed proposals with link for comments
K. Hamman will send the forms and the general education proposals with link for comments on Monday, April 11, 2022.
5. Next Meeting: Wednesday, April 13, 2022
6. Adjournment

ICC Minutes

Wednesday, April 13, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz

1. Approval of Agenda – M. Girton motion to approve, seconded by T. Doerksen. S. Monkeliën suggested talking about requirements for BA. Motion passed unanimously.
2. Approval of Minutes 4/6 & 4/7
4/6 M. Girton/R. Drogan motion to approve. Motion passed unanimously.
4/7 R. Drogan/K. Hall motion to approve. Motion passed with one abstention.
3. Chair Remarks
 - a. ICC extension decision (May 16 negotiation meeting)
 - b. Next Wednesday's Meeting
4. General Education
 - a. Feedback thus far
 - b. Forums – one intersects with meeting next Wednesday.
T. Doerksen suggested attending the forum and then starting ICC meeting at 12:00 pm.
 - c. Sharing Feedback
K. Hamman has received some feedback so far. She will send a reminder for faculty to submit comments.
 - d. Faculty non-binding vote
K. Hamman talked to APSCUF office manager about the vote. APSCUF offices from each campus will be facilitating the vote.
5. SharePoint / Flow
Discussion about presentation from last Monday.
D. Gales suggested asking faculty if they have experience with Microsoft Flow.
K. Shultz will reach out to Shippensburg University to get more information about their general education program.
6. Summer Contracts / Replacements
 - a. 1.5 credits for retiring members & their replacements
 - b. Replacements
S. Monkeliën and K. Hall are both chairs of their campus UCC program.
7. Next Meeting: Thursday, April 14, 2 p.m.
8. Adjournment

ICC Minutes

Thursday, April 14, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – S. Monkeliën/M. Girton motion to approve. **Motion passed unanimously.**
2. Chair Remarks
 - a. Items for Chancellor Meeting – Next Tuesday
 - b. AALC Update
 - c. Gen Ed forums
3. Proposal for a committee to recommend UCC structure
Three campus APSCUF presidents are meeting today.
4. Upcoming communication to faculty from ICC
S. Monkeliën motion that APSCUF leadership and UCC Chairs on each campus select four people from each campus that have knowledge in curriculum to propose a structure for the CUP Curriculum Committee to be elected in the fall. Recommendation to be made by Tuesday, May 3.
State M&D meetings are scheduled for April 28 and May 20.

K. Hamman called for a vote. **Motion passed unanimously.**
 - a. Reminder to complete Gen Ed Feedback
 - b. Information about straw poll
5. Next Meeting: Wednesday, April 20, 2022 @ 12 (following Gen Ed Forum)
6. Adjournment
Meeting was adjourned at 2:45 pm.

ICC Minutes

Wednesday, April 20, 2022 @ 12:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda
2. Discussion with Shippensburg Faculty regarding General education – postponed until 4/27
 - Dr. Deborah Gochenaur
 - Dr. Scott Drzyzga

3. If time, general education feedback updates

Discussion of feedback

Committee members agreed that they would not take part in the straw poll

4. If time, SharePoint process updates

Suggestion:

Have a confirmation email sent when someone uploads a document

Have a notification that a document was approved

When providing training, encourage notes to be submitted when approve or reject is clicked, regarding collaboration among campuses, for example.

There will be a deadline for submission and dean approval, and then will be moved into a dated folder for public comment. Deadlines will be published.

5. Next Meeting: Thursday, April 21, 2 p.m.

6. Adjournment

Meeting was adjourned at 1:02 p.m.

ICC Minutes

Wednesday, April 21, 2022 @ 2:00 PM

Present: R. Broomer, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, K. Shultz

1. Approval of Agenda – M. Girton/D. Gales motion to approve agenda. Motion passed unanimously.
2. Approval of Minutes 4/13 & 4/14
 - D. Gales/K. Hall motion to approve minutes of 4/13/22. Motion passed unanimously.
 - D. Gales/M. Girton motion to approve minutes of 4/14/22. Motion passed unanimously.
3. General Education
 - a. Ship conversation- open to all faculty?
Next Wednesday (4/27) at noon. There was a suggestion to open the Zoom to all faculty, and to record it.
Use two separate Zoom links
 - b. Extend window for straw poll?
4. Chair Remarks
 - a. Updates- Chancellor's Meeting
Everyone was in agreement that ICC will continue through fall.
 - b. Next Wednesday's Meeting – K. Hamman will be late, so she has asked S. Monkeliën to start the meeting.
 - c. Summer Contracts update – BUCC needs to elect a new chair, and that will affect our group during second half of summer. We will need a replacement for R. Broomer. All of the other summer contracts are good to go.
 - d. Karen's email access update – Lock Haven requires access to "@faculty."
 - e. Communication to deans / integrated chairs
5. Next Meeting: Wednesday, April 27, 11 a.m.
Suggested topic: internal process for ICC review of proposals
6. Adjournment

ICC Minutes

Wednesday, April 27, 2022 @ 11:00 AM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz.

1. Approval of Agenda – M. Girton/K. Hall motion to approve agenda. Motion approved.
2. Approval of Minutes 4/20 & 4/21
3. Update- Committee to propose new UCC (Dan, Ken, Sheryl)
Discussion about the charge of the committee.
4. Discussion- Internal Processes for ICC
 - a. Spreadsheet for tracking proposals in process (Traci)
 - b. Update on SharePoint/Flow set up (Traci)
 - c. Dates and deadlines- file to review and discuss (attached w/ agenda)
 - Since we are meeting for 3 hours each Wednesday during summer, half the meeting can be final approvals, the other half can be determining the proposals for the following week's agenda. We will take a 10-minute break at some point
 - We have some proposals already submitted, so can we give a deadline for deans to approve to go to comment before the end of the semester, but gave a long break before department responses since that is the time between spring semester and summer session.
T. Doerksen suggested that there should be a process for departments to have courses approved for general education.

M. Girton motion: The ICC requests that summer contracts be awarded to faculty to generate curriculum (both courses and programs) during summer 2022. K. Hall seconded. **Motion passed with eight yes votes and one abstention.**
 - d. Karen will assign proposals to sub-groups once they have been dean-approved and moved to public comment
 - e. Process for subgroups reviewing proposals (discussion)
5. Next Meeting: Thursday, April 28, 2 p.m.

Adjournment (move to other Zoom link for Ship discussion)

ICC Minutes

Thursday, April 28, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Monkelien, K. Shultz.

1. Approval of Agenda
R. Drogan/T. Doerksen motion to approve agenda. Motion passed.
2. Update- communication regarding summer work
R. Broomer shared the question that she asked President Hanna yesterday at a town hall meeting. President Hanna had answered that they had anticipated faculty work outside of their normal contracts, and that money was set aside for faculty. Updates will be shared as they are available.
3. Clarification of charge for UCC formation committee
ICC is requesting 4 people to serve on an ad hoc committee to establish the composition and election process for a university CC.
4. Replacement of members who are leaving ICC.
5. Discussion- Internal Processes for ICC (items we didn't get to yesterday)
 - a. Dates and deadlines- ok to distribute?
 - b. Spreadsheet for tracking proposals in process
 - c. SharePoint / Flow updates
 - d. Karen will assign proposals to sub-groups once they have been dean-approved and moved to public comment
 - e. Process for subgroups reviewing proposals (discussion)
6. Next Meeting: Wednesday, May 4 @ 11:00 AM

ICC Minutes

Wednesday, May 4, 2022 @ 11:00 AM

Present: R. Broomer, M. Girton, C. D'Ortona, T. Doerksen, R. Drogan, K. Ely, D. Gales, K. Hall, K. Hamman, J. Kagle, S. Monkeliën, G. Sechrist, K. Shultz

1. Approval of Agenda – M. Girton/S. Monkeliën motion to approve agenda. Motion passed unanimously.
2. Approval of Minutes 4/27 & 4/28
April 27 – S. Monkeliën/K. Hall motion to approve. Motion passed unanimously.
April 28 – S. Monkeliën/D. Gales motion to approve. Motion passed unanimously.
3. Chair Remarks / Updates
 - a. Summer curriculum development compensation – K. Hamman hasn't received updates.
 - b. Update- Committee to propose new UCC (Dan, Ken, Sheryl)
 - c. Department chair questions about submitting proposals. K. Hamman suggested having an open meeting to take questions from departments. T. Doerksen agreed. ICC is scheduled to meet on Friday, May 13 at 9:30 am.
4. First Public Comment Period (May 6-13)
 - a. Instructions for Comments / Replies
 - b. Three proposals for the first public comment period.
 - c. Communication to faculty
5. Discussion- General Education- Straw poll, etc.
The proposals were discussed.
R. Drogan made a motion for ICC to vote at tomorrow's meeting. M. Girton seconded.
6. Next Meeting: Thursday, May 4, 2 p.m.
K. Hamman called for adjournment.

ICC Minutes

Thursday, May 5, 2022 @ 2:00 PM

Present: R. Broomer, T. Doerksen, R. Drogan, K. Ely, D. Gales, M. Girton, K. Hall, K. Hamman, S. Monkelien, G. Sechrist, K. Shultz.

1. Approval of Agenda – K. Hall/M. Girton motion to approve agenda. **Motion passed.**

2. Update- Replacements for Ramona and Ken

D. Gales hopes to have a replacement for Ramona's seat by next week.

3. General Education Memo for Faculty / Administration (pending vote)

Committee members reviewed the memos that will be sent after a decision is made.

4. Final Discussion and Vote: General Education proposal

D. Gales motioned to approve Lock Haven General Education program, seconded by M. Girton. Votes were 3 in favor, 6 not in favor.

M. Girton motioned to approve Shippensburg, seconded by T. Doerksen. Votes were six in favor and three against. **The motion passed.**

5. Open Forum / Other items for discussion

R. Drogan asked about groups within ICC for reviewing proposals. There are only three proposals up for review at this time.

6. Next Meeting: Friday, May 13, 9:30 to 11:30 AM Open Meeting

Faculty requested to record the open meeting.

ICC Minutes

Friday, May 13, 2022 @ 9:30 AM

OPEN MEETING

Present: R. Broomer, T. Doerksen, R. Drogan, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, S. Merrill, S. Monkeliën, M. Polyuha, K. Shultz.

Guests: C. Jones, E. Winch, S. Merrill, D. Durian, J. Jeffery, L. Metzger, S. Hunter, T. Beyer, K. Roth, N. Cornelius, J. Black, M. Shaikh, K. Shelton, C. Grenoble, D. Davidson, R. Goulet.

1. Approval of Agenda
S. Monkeliën motioned to approve, seconded by T. Doerksen. Agenda was approved.
2. Approval of Minutes 5/4 & 5/5
5/4/22 – S. Monkeliën motioned to approve, seconded by R. Drogan. Minutes were approved.
5/5/22 – R. Drogan motioned to approve, seconded by K. Hall. Minutes were approved.
3. Recognition of Service
 - a. Sheryl- retiring, last meeting today
 - b. Ramona- retiring, will serve until June 30
 - c. Ken- taking an administrative position, will serve in faculty role until June 30
4. Announcement of new ICC members
 - a. Cathy D'Ortona, Mansfield
 - b. Julie Lammel, Lock Haven
 - c. Mykola Polyuha, Bloomsburg

Open Forum

- There was a question about process. When department submits, the dean approves and then the proposal is moved to the open comment folder.
- Dual listed courses – should each course number have its own course document? R. Drogan indicated that it was decided that they should have their own.
- Consider collaboration for shared courses. R. Drogan suggested having a subfolder for deans to be notified that they may need to consider collaborative opportunities.
- M. Polyuha asked if there was a crosswalk list of changes (department prefixes, course number changes). He wondered if there was a summary of proposals. He asked if they could list if a course has an “old” equivalent. T. Doerksen pointed out that if there are equivalencies, they are listed on the forms.
- T. Doerksen asked if there is a way to submit general education proposals. K. Hamman indicated that we are still waiting for administrative response in order to adopt the program officially.
- T. Beyer expressed a concern that faculty who aren't working in the summer won't be available to give feedback on proposals.

- R. Drogan suggested having a list of chairpersons with contact information, to help with collaboration efforts.

5. Next Meeting: Wednesday, May 25, from 9 a.m. to 12 p.m.
We will discuss general education program and process for proposals.

Meeting was adjourned at 10:56 am.

ICC Minutes

Wednesday, July 6, 2022 @ 9 AM

Zoom link: <https://bloomu.zoom.us/j/99695596692>

Present: C. D'Ortona, T. Doerksen, R. Drogan, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, J. Lammell, M. Polyuha, K. Shultz.

Guests: M. Favia, K. Heitzman, T. Hoover, E. Krupp, A. McEvoy, A. Moghadam, L. Semrau

Curricular Proposals & Open Forum

1. Approval of Agenda – M. Girton motion to approve, seconded by T. Doerksen. With nine positive votes, the motion passes.
2. Approval of Minutes 6/29 – R. Drogan motion to approve, seconded by T. Doerksen. With nine positive votes, the motion passes.

3. Official Welcome to New ICC faculty members

Dr. Julie Lammell, LHU Campus
Dr. Mykola Polyuha, BU Campus

4. Proposals up for approval: NONE

5. Open Forum

A. McEvoy asked some questions about programs, and specifically the Black Studies Minor. The group that is reviewing the program wants to know if they should adjust the existing African American Studies minor or propose a new one.

An opinion was expressed that it might be better to revise the already existing and approved minor.

Existing courses and programs are being taught out. To be offered in Fall 2023, it has to have gone through the curriculum approval process.

If a program is in moratorium on one campus, is it a good strategic idea to focus on it? It's not part of the current array, so it would have to go back through PASSHE approval. She gave an example of a special education program. It was suggested that some of these program issues need to be discussed internally.

E. Krupp asked some questions about offering courses across multiple campuses. There are some programs in the array that are identified as residing solely on one campus.

A. Moghadam asked about tracks. Economics has three tracks, but the forms only have options for concentrations. R. Drogan said that was addressed, and she will double check and give him an answer.

-----B—R—E—A--K-----

Committee Business

6. Chair Remarks / Updates

K. Hamman sent a note and pin to Ramona and Sheryl to thank them for their work.

7. Fall ICC schedule

There was a side letter to extend ICC's work through the fall. There is a state legislative assembly meeting on July 19th where they will vote on the side letters.

During the Spring 2022 semester, we met twice a week. It was suggested to schedule two 90-minute meetings. K. Hamman asked faculty to provide their teaching and regular meeting schedules so that we can identify open meeting times.

It was suggested that open forum time won't be needed as much later in the fall semester, when the committee will be busier reviewing proposals.

8. General Education Discussion Items

a. Directed General Education & Double Majors

Students who change their major.

It was suggested to bring this discussion to a Chairpersons meeting.

b. Sample documents will be shared with faculty soon.

c. Other items

9. Other items for discussion

10. Proposals to review for next meeting:

CS115 Python Programming **K-M-J**

CS120 Object-Oriented Programming with Java **K-M-J**

CS125 Fundamentals of Web Development **K-M-J**

CS130 Graphical User Interfaces in Java **K-M-J**

CS150 Principles of Database Design **K-M-J**

CS155 Introduction to Java Script **K-M-J**

CS215 Advanced Python **K-M-J**

CS225 Advanced JavaScript **K-M-J**

CS230 Advanced Java **K-M-J**

CS240 C Programming with Parallelism **K-M-J**

CS245 Game Programming **K-M-J**

CS255 Server-Side Programming **K-M-J**

CS270 Data Structures Using C++ **K-M-J**

CS310 Software Development Methods **T-R-J**

CS320 Computer Ethics and Security **T-R-J**

CS325 Advanced SQL **T-R-J**

CS330 Computer Organization **T-R-J**

CS345 Mobile Device Application Development **T-R-J**

CS350 Organization of Programming Languages **T-R-J**

CS355 Web Application Development **T-R-J**

CS360 Computer Networks **T-R-J**

CS370 Analysis of Algorithms and Data Structures **T-R-J**

CS375 Web Development Frameworks T-R-J
CS380 Operating Systems T-R-J
CS395 Web Services T-R-J
CS410 Graphics Programming T-R-J
CS445 Survey of Parallel Programming D-M-C
CS460 Internet Programming D-M-C
CS480 Object-Oriented Software Engineering D-M-C
CS485 Senior Capstone Seminar D-M-C
CS491 Special Topics D-M-C
CS497 Internship D-M-C
DAT110 Introduction to Data Science D-M-C
DAT210 Introduction to Data Visualization D-M-C
DAT310 Databases for Big Data D-M-C
DAT320 Data Mining D-M-C
DAT410 Machine Learning D-M-C
DAT420 Advanced Data Science D-M-C
DFC319 Unix/Linux for Digital Forensics D-M-C

11. Next Meeting: Wednesday, July 13, from 9 a.m. to 12 p.m.

ICC Minutes

Wednesday, July 13, 2022 @ 9 AM

Zoom link: <https://bloomu.zoom.us/j/99695596692>

Present: C. D'Ortona, T. Doerksen, R. Drogan, D. Gales, M. Girton, K. Hall, K. Hamman, J. Kagle, M. Polyuha, J. Lammel, K. Shultz.

Guests: R. Montante, C. Jones, L. Semrau, C. LaMacchia, L. Swisher, A. Moghadam.

Curricular Proposals & Open Forum

1. Approval of Agenda – M. Girton motion to approve, seconded by C. D'Ortona. **With eight positive votes, the motion passes.**
2. Approval of Minutes 7/6 – T. Doerksen motion to approve. Seconded by D. Gales. **With eight positive votes, the motion passes.**
3. Proposals up for approval:

M. Girton motioned to approve, pending approval of prerequisites. M. Polyuha seconded.
Discussion.

- a. CS115 Python Programming **K-M-J**
Section 11 of course form could be more comprehensive.
Section 21 – Is there an example of extensive feedback (paper, presentation, etc.)
Section 23 – Specific program outcomes does this meet?
- b. CS120 Object-Oriented Programming with Java **K-M-J**
Question about comparable/prior courses. Only had prior course numbers for BU campus. MU has comparable courses. C. Jones explained that he compared credits as well as course content.

Discussion of crosswalk courses and teach-out plans for programs. This 4-credit course will be the equivalent of a 3-credit course on LHU's campus.

T. Doerksen said it looks like the department has a good plan for keeping students whole. The plans need to be documented, for future colleagues, and for Middle States. Suggestion to note somewhere that there is a course like that being taught on another campus, but it's not an equivalent.

L. Swisher stated that for Registrar Office purposes, a course shouldn't be listed as an equivalent if it's not an equivalent.

K. Shultz noted that teach out plans are on the program forms, section 13J. Syllabus section 12 is not in table format.

- c. CS125 Fundamentals of Web Development **K-M-J**
J. Kagle said some sheets list the program as computer science, and some are applied computer science. C. Jones indicated that there will be two different programs. The applied computer science program will have multiple tracks.

- d. CS130 Graphical User Interfaces in Java **K-M-J**
Syllabus section 12 is not in table format.
- e. CS150 Principles of Database Design **K-M-J**
- f. CS155 Introduction to Java Script **K-M-J**
Section 15 of syllabus may have a typo. Missing the "O" in Offline.

K. Hamman called the question on approval with suggested edits and pending approval of appropriate prerequisite courses. **With nine positive votes, the motion passes.**

R. Drogan motioned to approve the next batch, pending prerequisite approvals.
Seconded by M. Girton

- g. CS215 Advanced Python **K-M-J**
Make sure contact phone number is listed on the course forms.
- h. CS225 Advanced JavaScript **K-M-J**
Phone number should be listed in contact information on form.
- i. CS230 Advanced Java **K-M-J**
Section 11 of syllabus has some outcomes that may not be measurable. #3, #4, and #5 use the word "understand." Suggestion to use explain, describe, etc., so that they are measurable. #8 uses "read and write." C. Jones indicated he could change it to "use" or "utilize."
- j. CS240 C Programming with Parallelism **K-M-J**
Section 14 recitation hours should be removed.
- k. CS245 Game Programming **K-M-J**
- l. CS255 Server-Side Programming **K-M-J**
- m. CS270 Data Structures Using C++ **K-M-J**

K. Hamman called the question on the above batch of proposals. **With nine positive votes, the motion passes.**

R. Drogan motioned to approve the next batch pending appropriate prerequisites.
Seconded by M. Girton.

- n. CS310 Software Development Methods **T-R-J**
Missing contact phone number.
Rationale #11 and #23 could use further description.
- o. CS320 Computer Ethics and Security **T-R-J**
- p. CS325 Advanced SQL **T-R-J**
Missing contact phone number.
- q. CS330 Computer Organization **T-R-J**
- r. CS345 Mobile Device Application Development **T-R-J**
Syllabus section 12 table format.
Form section 23 needs more wording.

In syllabus, add course title to prerequisite listing.

- s. CS350 Organization of Programming Languages T-R-J
Course assessment wording.

K. Hamman called the question on the above batch of proposals, with suggested changes and approval of prerequisite courses. **With nine positive votes, the motion passes.**

R. Drogan motioned to approve, pending appropriate prerequisite course approvals. Seconded by M. Girton.

- t. CS355 Web Application Development T-R-J
SLOs: integrate data (take out the word successfully)
take out the word provide
Syllabus section 13 methods is very brief. (general comment)
- u. CS360 Computer Networks T-R-J
- v. CS370 Analysis of Algorithms and Data Structures T-R-J
SLO in table format.
- w. CS375 Web Development Frameworks T-R-J
SLO #3, the word “effectively” is not needed.
- x. CS380 Operating Systems T-R-J
SLO in table format
- y. CS395 Web Services T-R-J
- z. CS410 Graphics Programming T-R-J

K. Hamman called the question on this batch of courses, with suggested changes and pending appropriate prerequisite course approvals. **With eight positive votes, the motion passes.**

D. Gales motioned to approve, pending appropriate prerequisite course approvals. Seconded by M. Polyuha.

- aa. CS445 Survey of Parallel Programming D-M-C
Prereqs are not consistent between the course form and the syllabus.
Concerns about SLOs use of the words “write” and “characterize.”
Recitation clock hours on the course form.
Reference to Andrus Library in references section.
- bb. CS460 Internet Programming D-M-C
SLOs that begin with “understand.” Use a measurable verb.
- cc. CS480 Object-Oriented Software Engineering D-M-C
- dd. CS485 Senior Capstone Seminar D-M-C
Contact phone number

SLO table needed

Course form #11, there is a typo in the word "science."

Class size may need to be revised

ee. CS491 Special Topics **D-M-C**

No specific learning outcomes. There should be broad outcomes.

Should a list of topics be approved, and by whom? Department or Dean?

Inconsistency of prerequisites between course form and syllabus.

Can prereqs vary?

C. Jones said that they list the prereqs in the notes when they post the course on a semester schedule.

Recommendation to approve or table and add a policy later.

ff. CS498 Internship **D-M-C**

Syllabus item 12 has a typo

needs learning outcomes similar to DFC498.

Friendly amendment to approve proposals CS445, CS460, CS480, CS485, and table CS491 for a separate action, motion made by R. Drogan. C. D'Ortona seconded the amendment.

K. Hamman called the question on the motion. **With seven positive votes, the motion passes.**

R. Drogan motion to approve pending appropriate prerequisite course approvals. Seconded by M. Polyuha.

gg. DAT110 Introduction to Data Science **D-M-C**

In syllabus item 13, it states the course will be taught in a computer lab, but online delivery is checked on the form. C. Jones indicated that it's possible for students to take the class online. They log into computers that are located in labs.

hh. DAT210 Introduction to Data Visualization **D-M-C**

ii. DAT310 Databases for Big Data **D-M-C**

jj. DAT320 Data Mining **D-M-C**

STAT141 is a prereq.

List prerequisite with course title

kk. DAT410 Machine Learning **D-M-C**

List prerequisites with course title.

ll. DAT420 Advanced Data Science **D-M-C**

Review whether class size of 30 is appropriate.

mm. DFC319 Unix/Linux for Digital Forensics **D-M-C**

K. Hamman called the question on the motion. **With eight positive votes, the motion passes.**

4. Open Forum

-----B—R—E—A—K-----

Committee Business

5. Chair Remarks / Updates

6. Fall ICC schedule

Mon 12-1 pm

Thursday 1-3 pm

K. Hamman will build the schedule with deadlines for the fall semester, so that it can be reviewed by ICC and then shared with departments.

7. Program Proposal Protocols- Majors, Minors, Tracks

8. Other items for discussion

9. Proposals to review for next meeting:

- MAT101 Mathematical Thinking (GEN ED)
- MAT101A Mathematical Thinking with Recitation (GEN ED)
- MAT101B Recitation for MAT101
- MAT118 College Algebra (GEN ED)
- MAT118A College Algebra with Recitation (GEN ED)
- MAT118B Recitation for MAT118
- MAT120 Mathematics for Health Sciences (GEN ED)
- MAT120A Mathematics for the Health Sciences with Recitation (GEN ED)
- MAT120B Recitation for MAT120
- MAT130 Finite Mathematics (GEN ED)
- MAT140 Precalculus (GEN ED)
- MAT150 Essentials of Calculus (GEN ED)
- MAT160 Calculus 1 (GEN ED)
- MAT170 Calculus 2 (GEN ED)
- MAT220 History of Mathematics (GEN ED)
- MAT230 Discrete Structures
- MAT250 Discrete Mathematics
- MAT260 College Geometry
- MAT270 Calculus 3
- MAT340 Linear Algebra
- MAT350 An Introduction to Combinatorics and Graph Theory
- MAT355 Coding Theory and Cryptology
- MAT360 Modern Geometry
- MAT370 Differential Equations
- MAT380 Number Theory
- MAT401 Financial Mathematics for Actuarial Science
- MAT402 Probability Theory for Actuarial Science
- MAT410 Mathematical Modeling
- MAT440 Theory of Computation

- MAT480 Abstract Algebra 1
- MAT482 Real Analysis 1
- MAT484 Partial Differential Equations
- MAT486 Complex Variables
- MAT488 Introduction to Topology
- MAT490 Abstract Algebra 2
- MAT492 Real Analysis II
- MAT498 (493) Independent Study
- MAT499 (494) Honors Independent Study
- STA141 Introduction to Statistics
- STA240 Statistical Methods
- STA241 Probability and Statistics

10. Next Meeting: Wednesday, July 20, from 9 a.m. to 12 p.m.