

CURRICULUM COMMITTEE  
ANNUAL REPORT 2002-2003

2002-2003 MEMBERSHIP

Mary Correa  
Michael Ennis-McMillan  
Sarah Goodwin, Associate Dean of the Faculty  
Ann Henderson, Registrar  
Joseph Hodge  
Kate Leavitt, Interim Director of Liberal Studies  
William Lewis  
Vasantha Narasimhan  
Barbara Opitz, Assistant Director, Dean of Studies (Fall '02)  
Jon Ramsey, Dean of Studies (Spring '03)  
Paul Sattler, Chair  
Elisa Trivisono '04, student representative

The Curriculum Committee met a total of 21 times during the academic year 2002-2003. Below is a brief summary of the committee's actions.

- The Curriculum Committee reviewed and took action on approximately 164 proposals.
- 32 new courses in various disciplines, ranging in credit hours from 1 to 4 were approved. Of these, 3 courses were approved as LS 2 courses.
- 70 revisions to existing courses were approved. These include changes in catalogue description, titles, liberal arts designation, prerequisites, and semester hours.
- 3 courses were approved as fulfilling Cultural Diversity designation.
- 41 courses from various disciplines were deleted from the catalogue.
- 15 revisions to majors/minors/programs were approved.
- Michael Marx was a guest to the Curriculum Committee's January 30<sup>th</sup> meeting. Prof. Marx was invited to clarify the nature of various changes proposed for Liberal Studies 1. After much discussion and debate, the CC "endorsed" the new LS1 course and approved the title change.
- Ray Rodriguez attended two CC meetings to discuss what role the CC may have in creating and implementing an assessment plan for Skidmore College. Generally, the CC expressed hesitance in creating a plan for the college, for the CC is an implementing body and historically does not create academic/curricular policy. Meanwhile, many of the revisions to the CC proposal forms and website guidelines have been made with clarity and assessment in mind (requests for syllabi and student learning objectives). Assessment was a recurring theme throughout the CC's academic year and will, most likely, be an agenda item for 2003-2004.
- The CC shared its collective opinion on several other college issues, including distance learning, residential advising communities, and student-created curricula.
- The CC produced a document to Academic staff in December, 2002 regarding a proposal to change the college's crediting system for internship credits. The proposal suggests a more practical and flexible system of having internship credits to count for 1-9 credits, instead of the current 3/6/9 structure. The issue will be taken up once again during the 2003-2004 academic year.
- The "line of approval" for all courses that will contribute to an interdisciplinary program has been re-organized. To provide a more timely review procedure and promote clarity for the approval process, the line of approval for such courses will now be: (1) Department Chairperson; (2) Interdisciplinary Program Director; (3) Liberal Studies Director, if necessary; (4) Associate Dean of the Faculty; (5) Curriculum Committee. The CC website guidelines and proposal forms have been revised to reflect such changes in procedure.
- A letter has been drafted for New Faculty Orientations. The purpose for the letter is to introduce new faculty to the Curriculum Committee, its mission and guidelines. Included is an outline of guidelines and suggestions for proposing a new course.

- Michael Ennis-McMillan will represent the CC on the 2003-2004 Self-Determined Major Subcommittee (to be chaired by Paty Rubio).

A wholehearted thanks to all of my colleagues on the Curriculum Committee. Their thoughtfulness, dedication and meticulousness was truly impressive and made my job a lot easier. For more information regarding the Curriculum Committee, guidelines, proposal forms and submission deadlines, please refer to the CC website: <http://www.skidmore.edu:80/academics/curric/>

2003-2004 MEMBERSHIP

Erica Bastress-Dukehark

Ngina Chiteji

Mary Correa, Chair

Michael Ennis-McMillan

Sarah Goodwin, Associate Dean of the Faculty

Ann Henderson, Registrar

Kate Leavitt, Interim Director of Liberal Studies

Vasantha Narasimhan

Mary-Beth O'Brien (1-year replacement for Chiteji)

Jon Ramsey, Dean of Studies

Paul Sattler

Rachel Neuman '05, student representative

Elisa Travişono '04, student representative

Respectfully submitted,

Paul Sattler

Chair, Curriculum Committee