

Curriculum Committee Report (5-3-2019)

Haijing Tu

I. Brief Summary

The curriculum committee of the department of communication had nine meetings during the 2018-2019 academic year. Agendas and meeting minutes are all available on Blackboard. Below are meeting dates:

<ul style="list-style-type: none">● 8-27-2018● 9-12-2018● 10-3-2018● 11-26-2018	<ul style="list-style-type: none">● 1-11-2019● 2-6-2019● 3-6-2019● 3-15-2019● 5-8-2019
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During the meetings, the curriculum completed charges on updating catalog, moving existing program proposal, reviewing, launching and approving new course proposals, and work with the graduate faculty to amend the graduate curriculum proposals. Section II of this report include charges completed by the curriculum committee. Section III of this report include charges still to be completed.

II. Completed Charges

1. The first major project completed by the Curriculum Committee was to audit and update the catalog course description as well as prerequisite requirement.
 - a. After thorough discussion during meetings in fall 2018, the committee identified courses in core and concentrations whose catalog descriptions needed to be updated.
 - b. The committee identified key persons in core and each concentration to work on the auditing.
 - c. On February 6, 2019, Haijing and Shana launched 18 course revision proposals in Curriculog in order to make proposed changes to course descriptions.
 - d. On April 17, 2019, all 18 course revision proposals are approved and published.
2. Launch proposal to add health communication as a new concentration in major.
 - a. Throughout the academic year, the curriculum committee discussed different

- options for health communication. The committee voted on 3/15/2019 to relaunch the proposal for heath communication concentration.
- b. The proposal was launched on 5/3/2019 and is now waiting for approval.
3. Move the communication major proposal submitted on 11/10/2017.
 - a. As requested by the academic affairs, the major proposal submitted on 11/10/2017 needed new degree maps with COMM303 removed and 495 added in order to be approved. The committee submitted these materials on or before 9/12/2018.
 - b. As of September 27, 2018, CAAC has passed the proposal.
 - c. All approvals needed for this proposal is complete and this new proposal will be effective in fall 2019.
4. The curriculum committee reviewed the following courses:
 - a. On 9/12/2018, the committee approved COMM414 (Public Memorialization and the production of cultural and national identity) to be offered by Dr. Shana Kopaczewski in spring 2019 (7-0-0)
 - b. On 10/3/2018, the committee discussed the proposal by Linda Welker titled "Performance Texts: Person, Language, Culture." The committee did not act on this proposal. The committee suggested that the learning objectives be revised and align to the department learning outcomes.
 - c. On 2/19/2019, the committee approved COMM361 (Small Group Communication) launched by Dr. Shana Kopaczewski. It was originally proposed as COMM261 as a Foundational Studies class but was not accepted. It is now upgraded to a 300 level class to match the course content.
 - d. On 3/8/2019, the committee received COMM230 (Introduction to Radio Production) by Rich Green. It is under review by the curriculum committee.
 - e. On 4/19/2019, the committee approved PR writing class as a new course with the course number COMM390. The class was offered as COMM414. The committee agreed to provide a new course number for it.
5. On 11/6/2018, the department chair noted that "We are defined as having only a single curricular governing body (not an undergraduate committee and a graduate committee). " The curriculum committee is charged with the task to manage graduate curriculum proposals.
 - a. On 11/26/2018, the curriculum committee voted on two additions to the graduate program proposal.
 - i. approve the 4+1 degree maps as drafted
 - ii. add COMM696 and COMM557 in the graduate curriculum.
 - b. The graduate program proposal was suspended and not moving forward start from February 2/14. One of the reasons was that 604 never appeared in Curriculog. As a result, the proposed new grad courses will not be approved too. So the committee will work on submitting individual courses as new course proposals.

- c. The committee approved COMM696 (research project) and COMM557 (Multimedia Production IV) as individual courses on 3/18/2019. The results are:
 - i. COMM696 was rejected by the college on 4/22/2019, notes from Curriculog shows “Returning to department so that course is launched along with program change.”
 - ii. COMM557 has moved on to graduate council without review, as of 4/25/2019.

III. Unfinished Charges:

1. Audit our 400-level courses to be sure that we have 500-level options for each. For example, Comm 421 and Comm 422 have no associated 521 or 522. We need to review our 400-level courses and submit a new course petition for each one that doesn't have a 500-level equivalent.
2. Continue working on the graduate curriculum committee matters. Complete the new program and launch the new MA program as well as new courses.
3. Monitor the health communication concentration proposal. Provide feedback to each level of review in time.
4. Keep reviewing new course proposals and provide timely feedback. COMM230 by Rich Green is to be reviewed.
5. Continue to update catalog description as needed.
6. Other duties as requested by the academic affairs, graduate school, and the chair of the department, etc.