

Minutes
Graduate Council Curriculum Committee
September 7, 2022
2:30 p.m., Zoom

Members Present: Sara Michael-Luna, Alex Rubenstein, Valeriya Shapoval, Axel Schülzgen, Gergana Vitanova, Bruce Caulkins, Francisco Guido-Sanz, J. Marla Toyne, Kevin Brown

Administrators and Guests Present: John Weishampel, Sevil Sonmez, Alan Fyall, Ali Gordon, Alice Noblin, Anastasia Salter, Joel Cramer, Stephen Heglund, Jihe Zhao

Recorder: Emily Stettner

Welcome and call to order. Dr. Valeriya Shapoval, chair, called the meeting to order at 2:30p.m. and welcomed the committee and administrators. A quorum was established.

Election of Vice Chair. Nominations and volunteers for the Committee Vice Chair role were reviewed. Dr. J. Marla Toyne was elected as the Vice Chair for the 2022-2023 academic year.

Proxy voting. Proxy voting was discussed. The members voted in favor of this procedure with 2 dissenting votes.

Graduate Council Curriculum Committee Overview. A presentation was given by Emily Stettner and Dr. John Weishampel informing the Committee members and administrators of the charge of the Committee, their roles, the Quali curriculum management system, and actions that will be taken over the next year. The Graduate Council website was displayed. The Committee reviewed best practices and a document of sample questions that the members can use while reviewing proposals. The Committee reviewed a sample proposal to practice the evaluation process and discussed sample questions that would best clarify information on the proposal. The Committee viewed a sample PDF agenda and the agenda within Quali.

Adjournment. The meeting adjourned at 3:21p.m. The next meeting is scheduled for September 21, 2022.