

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE

A2C2 Minutes for Wednesday September 25, 2013 at 3:30 pm
Maxwell 158

Members: Pat Paulson, Larry Bergin, Ed Thompson, Jana Craft, Myoung Lee, Emilie Falc, Tim Gegg-Harrison, Sunny Wee, Dan Kauffman, Nicholas Wysocki, Steve Allard, Michael Bowler, Peter Sternberg, Greg Schmidt, Russ Smith, Ron Elcombe, Greg Neidhart, Susan Davies, David Speetzen, Sarah Phan-Budd, Fred Lee, Amanda Brouwer, Lorene Olson, Carrie Brouse, Brian Aldrich, Jeanne Danneker, Jim Williams

Guests: Aurea Osgood, Rita Rahoi-Gilchrest, Lori Beseler

- I. Call to Order- the meeting was called to order at 3:30 pm by chair Pat Paulson.
- II. Adoption of Agenda –m/s Kauffman/Elcombe, agenda adopted, no changes.
- III. Approval of Minutes from September 11, 2013- m/s Kauffman/Danneker, minutes approved as is.
- IV. Chair's Report
 - A. Still need an A2C2 secretary to take meeting minutes, learn the system.
 - B. All A2C2, GEPS positions filled. Still need representatives for CPPS (1 each from COLA, CONHS).
 - C. Please send A2C2 agenda items to me for 10/9/2013 meeting by 10/2/2013
 - D. Curriculum implementation began-meetings will be held about weekly with the vendor, Digital Architecture, until 12/3/2013. First meeting was yesterday, 9/24/2013. See attached file "ProjectStartMeetingSlides.pdf"
 - E. After 9/16/2013 Meet & Confer discussion there may be a task force or committee formed to coordinate work being done by A2C2, GEPS, CPPS, program review, accreditation, ITS and IPAR. At the 9/16 meet and confer the administration seemed favorably disposed to setting up a committee to coordinate this work. See attached file "Technology Flow Chart.pdf" provided by the ITS department to get an idea of the complexity of systems used within WSU, and in dealing with MnSCU.
 - F. Beginning with this meeting an Outlook meeting reminder is being sent out to all members of A2C2 a week ahead of time.
 - G. This year's Senate Reports are now available on the A2C2 website at: <http://www.winona.edu/wsufa/a2c2/#a2c2>
 - H. Prior A2C2 documents dating back to fall 2005 are available to faculty as (ReadOnly) on the S: drive. This is a source of prior curricular proposals, meeting minutes, and other historical documents.
- V. Course & Program Proposal Subcommittee:

A. Membership:

REPRESENTATIVE	COLLEGE
Ed Thompson	College of Science & Engineering
Bhaskar Iyengar	College of Science & Engineering
Julie Beddow-Schubert	College of Education
Carrie Brouse	College of Education
Charles Schreiber	College of Liberal Arts
	College of Liberal Arts
Shellie Nelson	College of Nursing & Health Sciences
	College of Nursing & Health Sciences
Bob Newberry	College of Business
Brian Joo	College of Business

B. CPPS chairs report-no meeting held on September 18, 2013.

C. The next CPPS meeting will be held on Wednesday, October 2, 2013 at 3:30pm in Kryzsko Dining Room B. Materials can be viewed on the A2C2 website at: <http://www.winona.edu/wsufa/a2c2/#cpps>

VI. General Education Program Subcommittee

A. website: <http://www.winona.edu/gep/>

B. Membership

GENERAL EDUCATION PROGRAM SUBCOMMITTEE	PROGRAM REPRESENTATION	TERM OF REPRESENTATION
Rita Rahoi-Gilchrest	Director (ex-officio)	
Andrew Higl	English	2013 – 2016
Amy Hermodson	Communication Studies	2012 – 2015
Tisha Hooks	Mathematics	2011 – 2014
James Williams	Liberal Arts	2011 – 2014
Tim Gegg-Harrison: Chair	Science & Engineering	2011 – 2014
Dan Kauffman	Business	2013 – 2016
Jeanne Danneker	Education	2013 – 2016
Connie Mettille	Physical Development & Wellness	2012 – 2015
Annette Caflisch	Nursing & Health Sciences	2013-2016

C. Report from Wednesday, September 18, 2013 meeting – no curricular items to report.

D. The next GEPS meeting will be held on Wednesday, October 2, 2013 at 3:30pm in Kryzsko Dining Rooms C&D.

VII. Notifications:

A. MATH 130 to MATH 142

- B. POLS 315
- VIII. One-Time Course Offerings: none
- IX. Old Business:
A. Need A2C2 Secretary.
- X. New Business:
A. The CPPS meeting agenda will be prepared a week in advance, all curricular materials will be provided on the A2C2 website at:
<http://www.winona.edu/wsufa/a2c2/#cpps>
CPPS members will be asked at the 10/2 meeting if they want an Outlook meeting reminder sent out a week ahead of the meeting. GEPS can decide if they also would like a meeting reminder.
- XI. Adjournment- The meeting was adjourned by Chair Pat Paulson at 3:50pm.
Minutes taken by Pat Paulson.

Pat Paulson
Chair, A2C2

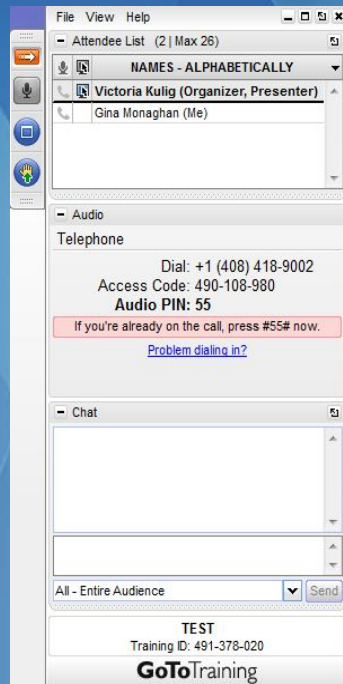
Minutes approved 10/9/2013, no changes, pgp

Project Start Meeting

curriculogTM
Curriculum Management

Go To Training Controls

Click to
collapse



Click to
expand



Messages
from the
instructor

Agenda Items

- ❖ Welcome, Introduction and Meeting Overview
- ❖ Curriculog Overview
- ❖ Overview of the Implementation Process
- ❖ Project Start Documentation
- ❖ Software Demonstration
- ❖ Basic Concepts (Training component)
- ❖ Conclusion and Adjournment

What is Curriculog?

- ❖ Built expressly for curriculum management.
- ❖ Web forms and complex automation.
- ❖ Stakeholder group includes faculty, deans, provost, academic affairs, etc.
- ❖ Approved curriculum moves to catalog and student information systems.
- ❖ More than 2 years of development spent on Curriculog.

Key Components of a Curriculog Process

- ❖ Proposals: configurable and web-based forms
- ❖ Approval Processes: Automatic advancement based on a variety of criteria
- ❖ Hierarchy, Role Types and Roles
- ❖ User Management

Implementation Process

- ❖ Consultative, Collaborative Approach
- ❖ Key review and approval milestones
- ❖ Incremental Training designed to prepare team for upcoming consulting

Approval Processes

- ❖ Proposals
 - ❖ Configurable web-based forms – New, Modified, Deleted, Experimental, Etc.
- ❖ Steps
- ❖ Role Types, Roles, Users
- ❖ Rules – Editing/Commenting, Signatures, Transparency
- ❖ Decisions – Approve/Reject, Vote
- ❖ Deadlines/Reminders – Configuration and Automation

Hierarchy, Role Types, and Roles

- ❖ Hierarchy: Academic Organizational Structure
 - ❖ Curriculog University → College of Business → Communications Department
- ❖ Role Types: Units associated with steps
 - ❖ Department Chair; College Dean; Vice President; Provost
- ❖ Roles: NOT users; specific designation of Role Type within the process
 - ❖ Communications Department Chair; Dean of the College of Business, Vice President of Academic Affairs
- ❖ Users: Specific Individuals in roles of responsibility
 - ❖ Jack Harkness, Donna Noble, Harriet Jones

Thank you.

Winona State University

Architecture and processes related to campus consumption of ISRS data for production applications.

