
University Studies North Carolina A&T State University

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Executive Committee Meeting Jan 26/28, 2005 Minutes

The University Studies (UNST) Executive Committee met on Wednesday Jan 26, 2005 in Dr. Lea Williams' office (10:00 AM – 10:45 AM) and continued the meeting on Jan 28, 2005 in Dowdy 304 (10:15 AM – 11:30 AM). The following members were present: Dr. Robert Davis, Dr. Sanjiv Sarin, Dr. Scott Simkins.

1. Davis and Sarin explained that the Senate did not allow them to present the UNST curriculum structure at the January 25, 2005 Senate meeting as planned. The Senate Curriculum Committee Chair, Dr. Highsmith-Quick and the Senate President, Dr. Alvin Keyes met with Davis and Sarin prior to the Senate meeting and informed them that they would not permit presentation of the UNST Curriculum Structure without review by the Senate Curriculum Committee. The Senate Curriculum Committee's deadline for submission of curriculum packages is Feb 1, 2005. Davis and Sarin agreed to first submit the UNST curriculum structure as required by Dr. Highsmith-Quick, and later submit the revisions to the individual degree programs. The process is given below.

Process for the UNST program:

You need (1) a list of 6-8 (or more) courses (with course numbers) in each Cluster Theme, (2) Course descriptions for each new course using the Senate's Curriculum Revision Forms, and (3) at least one program's tentative 4-year curriculum guide showing the "old" and "new" curricula. This will be a single package containing a Cover Page, a Summary Page, and Course Description Pages for new courses. The Cover Page will be signed by the UNST Committee Co-Chairs as a proxy for the as-yet unappointed UNST Dean.

Process for the revised degree program curricula:

You need one package from each school/college that contains the "old" and "new" 4-year curricula guide for each degree program in the school/college using the Senate's Curriculum Revision Forms. Unless the degree programs are proposing other curriculum changes, each degree program's package will contain the Cover Page, Summary Page and a copy of the "old" and "new" 4-year curriculum guides. Further, the Cover Sheets of the Curriculum Revision package needs to be signed by each Department Chair and the School/College Dean.

2. The discussions centered around preparing the first (UNST Curriculum Structure) package for submission to the Faculty Senate Curriculum Committee by the Feb 1, 2005 deadline. Committee members carefully reviewed the course descriptions and their association with UNST Learning Objectives.
3. Dr. Carolyn Durham (Chair of Foreign Languages) has proposed another Cluster Theme entitled "African Influence on the Global Community". Four new course descriptions as well as a Study-Abroad based capstone course was also included in her proposal.
4. The next meeting of the executive committee will be on Wednesday Feb 9, 2005 in Dowdy 311.

The meeting adjourned at 10:45 AM on Jan 26 and at 11:30 on Jan 28.

Recorded by
Sanjiv Sarin
334-7589, sarin@ncat.edu