October 11, 2005 , 11:00 am , UW2 327

**Present:** Steve Collins, Kevin Laverty, Carol Leppa, Kathleen Martin, Clark Olson and Bill Seaburg

**Guests:** Tom Bellamy and Carol Zander

Steve began the EC meeting welcoming EC members and guests and opened discussion on the critical issues of lower division academic planning. He reviewed procedural rules on voting within EC and there was a consensus among the members that if at all possible, any materials relating to an issue requiring a vote should be submitted to the EC for review a week before that vote is required.

It was announced that Alan Leong will join EC as the Business program representative.

1. **Discuss proposed organizational structure for lower division**

The EC has been asked to endorse, acting on behalf of the faculty, the goals presented in the CUSP Charter draft document. After distributing a revised version of the charter proposal, Tom explained that the charter was drafted from the EC planning parameters, the Lower Division Task Force report and input from the faculty forum. Discussion ensued on the process of appointing faculty to the CUSP Faculty Oversight Committee (FOC) and the effects on faculty resources and workloads within the existing programs. It was noted that, because CUSP is not a new program, it would probably not be required to go through the standard approval process of newly proposed program; confirmation of this understanding would be sought by the next meeting. Also discussed was the working relationship between the FOC and GFO, which will need to be clarified as we move toward implementation.

Action item : Kevin and Steve will consult with the Faculty Council on Tri-Campus Policy on whether FCTCP approval is needed before CUSP and lower division can be implemented.

Motion

A motion to agree in principle to the creation of the Center for University Studies and Programs as described in the draft Charter, dated October 10, 2005 , including the proposed governance that involves a Faculty Oversight Committee (i.e. faculty who have appointments in degree-granting UWB programs) was approved unanimously.

2. **Discuss graduation requirements and assignment of general education criteria to lower division courses**

The campus graduation requirements model is currently a 90 plus 90. Discussion ensued on whether we should change this and allow individual programs flexibility in setting their own requirements. Action on this was delayed pending investigation of UW general education requirements. Tom will confirm the UW general education requirements and report to EC. It was noted that distribution requirements for lower division must be applied to the Discovery Core proposal. In setting the distribution requirements for UWB, two questions were highlighted: 1) Is the proportion of distribution requirements in the proposal appropriate; and 2) By what criteria do we decide whether courses count as meeting distribution requirements. These questions will be discussed in the respective programs.
3. Discuss process by which EC/GFO will review and approve core curriculum.

The proposal for the Discovery Core program comes before the EC as part of the final complete package for establishing lower division. The core would offer freshmen two 10-credit cores and sophomores one 10-credit core. Discussion ensued on the complexities of implementation, including fulfillment of graduation requirements, various models of course delivery (team-teaching, linked courses, other methods of building synergy between courses while maintaining the commitment to creativity and interdisciplinarity), need for the curriculum to be recognizable to students and other institutions, and impact on resources.

The EC adopted the framework of the CUSP Charter and the general education distribution requirements, but before voting on final acceptance of these recommendations, EC representatives will have broader discussions within their programs on a final complete package of the proposal for establishing lower division. The GFO Curriculum Committee will make recommendations for establishing general education criteria. Before voting on final acceptance of the Charter, the EC will need to have written comments on the proposed governance from the Secretary of the Faculty and from Academic Human Resources.

Motion

A motion to provisionally accept requirements proposed by the "Lower Division Working Group concerned with non-core curricular issue" in the table (Draft Proposal - dated July 18, 2005 ) attached to the memo “General Education (Distribution) Requirements for UWB" was approved unanimously.

The next EC meeting will be Tuesday, October 18, 2005

Minutes submitted by Barbara Van Sant