

Snow College Curriculum Committee October 5, 2012

Committee Members in Attendance: Chair Kim Cragun, Lisa Anderson (new representative from Faculty Senate), Kent Bean, Dean Brereton, Jeff Carney, Janalee Jeffery, Stacey McIff, Steve Meredith

Others in Attendance: Dr. Gary Smith, Whitney Ward, Margie Anderson

- **Special Topics Syllabus Discussion**

Margie will e-mail a number to be used for any Special Topics **(2850)**

Kim will put a generic MCS on the database for Special Topics

- **AAS Outcomes Assessment Committee-Follow Up**

There is not a representative from the Humanities Division yet. Kent will talk to Dean Sheryl Bodrero. Perhaps someone from TESC

- **New language on “Grades for Repeated Courses” (unanimous approval)**

The additional language for repeated courses currently found on page 30 of the catalog is as follows:

Repeating a Course

A course may be repeated to obtain a higher grade. Both courses will show on the academic record; however, only the last grade earned is calculated in the grade point average and the credit is only counted once. **(A student wishing an earlier grade to count over a more recent one should submit a letter to the Academic Standards Committee explaining his/her rationale for the change.)** Retakes are limited to two per course . . .

- **Syllabus /Course Outline Guidelines**

Still not clear on what would be considered a guideline and what is “law” or policy.

Dr. Smith indicated that all college policy needs to be approved by the Board of Trustees and be accessible. This was something that the accreditors in our recent visit brought to our attention. Much of what we have is practice, but not really published as policy.

Chair Kim Cragun asked the committee to consider the following for further discussion in the next meeting:

1. **What items must be included on the syllabus.**
2. **Keep track of practices that really need to be policy and e-mail the information to Kim. For non-curricular practices, e-mail Dr. Smith.**

- **MCS for Outdoor Leadership Courses**

Consent for these items will be held until next week when signature pages are included with the MCS and Kim has a chance to sit down with Whitney and make minor changes.

- **Miscellaneous Information Items**

Dr. Smith thanked everyone for the work that was done for Accreditation. He felt like it was a very positive visit.

He also gave information on what will surely be a Legislative Issue. The Legislature wants colleges to deal with penalties for excess credits. They will most likely pass law that will be very complicated and difficult to enforce.