

August 3, 2009

To: Members of the Faculty  
From: Paula Smith, Chair of the Curriculum Committee  
Re: 2008-09 Annual Report of the Curriculum Committee

The Curriculum Committee's responsibilities are to have immediate oversight of the educational program of the college. The committee's role is approval of new curriculum or changes to existing curriculum including majors, concentrations, and courses. In addition, the committee is to review requirements for graduation and recommend to the faculty policies to guide the substantive advising of students.

The committee acted on a number of courses which will be included in the 2009/10 Academic Catalog.

16 new courses	14 deleted courses
6 special topics to regularized courses	6 miscellaneous changes to courses

The committee approved and forwarded to faculty four significant curriculum changes this year as follows:

- The new Policy Studies Concentration
- A new Gender Women's and Sexuality Studies major for Grinnell College

Motion #1

THAT the faculty votes to approve the establishment of a major in GWSS with Part One, chapter III, para. A of the Faculty Handbook to be amended to read as follows:

"A. Structure

Grinnell College currently has twenty-six departments, of which twenty-two offer a major field of study. Inter-departmental majors in General Science, Biological Chemistry, and Gender, Women's and Sexuality Studies, and an Independent Major are also offered."

Motion #2

THAT the Gender and Women's Studies Concentration be retired in Fall 2009, with appropriate provision for students who matriculated in 2007.

- The establishment of the Grinnell Prison Education Program: The Certificate in the Liberal Arts

MOTION #1: The faculty of Grinnell College approves the proposal to award credits to incarcerated students at Newton Correctional Facility and Iowa Correctional Facility for Women at Mitchellville, in cases where

- qualified incarcerated students
- have fulfilled all the requirements of a course taught by a Grinnell faculty member
- to meet commensurable or identical standards for a course offered on campus.

No incarcerated student may earn more than 40 credits from the College. The transcript of an incarcerated student will show that they participated in a special academic program of the College.

MOTION #2: The faculty of Grinnell College approves

- a 5-year Pilot Program to develop and phase in a 40-credit Certificate in the Liberal Arts
- to qualified incarcerated students at Newton Correctional Facility or Iowa Correctional Facility for Women (Mitchellville)
- subject to budgetary constraints.

After two years, the Dean will present an interim report to the faculty on the outcomes, staffing, and budget implications of the Program. At the end of the 5-Year Pilot program, if viable, the Dean will present to the faculty the academic and budget plan for the Program's continuation.

- Change to the method of counting maximum department credits for Chinese and Japanese

The Academic Catalog's section on "Academic Policies," subsection on "Total Credits," currently reads: "No more than 48 credits in any one department or 92 credits in any one division may be included in these 124 credits [for graduation]." We propose including a parenthetical phrase: "(For the purposes of this requirement, Chinese and Japanese credits are to be considered as belonging to separate departments)."

Rationale: Though Chinese and Japanese share certain features (such as a partially-shared writing system, for instance), they belong to two separate language families altogether, and are thus less closely related to each other than such languages as French and Spanish; the same may be said in regard to their literatures. While languages such as French and Spanish are housed in separate departments, Chinese and Japanese, largely for reasons of convenience, belong to the same department, and thus technically count against each other when students who take courses in both languages (/literatures) accrue more than 48 credits between the two. This technicality is an artificial constraint that we propose to eliminate by means of the proposed change in catalog wording.

The Curriculum Committee approved that we will no longer include the phrase “or permission of instructor” in pre-requisites as the fact you can take most courses with permission of instructor is assumed. The only time it would be used is if a course must have a specific course prerequisite “and permission of instructor”. This means you can enroll in the course only if the instructor gives you permission.

The new registration procedure for first years and transfer students where course preferences are entered using a series of rounds was implemented with the Fall 2008 class. Results were that 90% of students received their first choice class in the first round and 86% of students received their first choice class in the second round. The process was considered a success by both students and faculty and will continue in the Fall of 2009 with minor changes.

The committee approved a change for short course registration to have both the add and drop options occur by the end of the second day of class.

The committee approved 27 credit bearing internships as presented in the fall and spring terms by Mike Caldwell, Assistant Director of Career Development for Internships

A decision was made by the committee to reduce the number of copies of the Schedule of courses that are printed. Students on the committee suggested that promoting opting in and the use of Scheduling Assistant through Pioneer Web would be the most effective. Only 200 students opted-in to receive a paper schedule.

Leslie Gregg-Jolly shared some findings on MAPS that she is either monitoring and which the Committee will need to consider in the future:

- Number of MAP credits for faculty and students
- Providing an alternative for a MAP as a requirement for graduation for Independent majors and some concentrations
- Review of new forms for MAPS (sent to Committee on 3/11/09 and approved)
- Reiterating standards for MAPS so that true independent study is not counted as a MAP
- Encourage more vetting by departments before forms go to Associate Dean for approval.

Cheryl Chase contacted the Advisory Board for the Office of Interdisciplinary Studies and made recommendations on how to track interdisciplinary courses and Expanding Knowledge Initiative courses. Recommendations were approved and tracking of such courses was implemented in the summer of 2009.

The committee will carry over the following agenda items for the 2009/10 academic year:

1. Review policies and procedures for “for credit” internships and determine if the review by the Curriculum Committee is still required.
2. Review of policies regarding acceptance of transfer credits.
3. The impact of double majors on curriculum and course selection by majors and course selection available to non-majors.
4. Determining a method to count and track EKI courses and impact on curriculum.
5. Starting the process of transcript analysis and how assessment fits in this process.
6. Obtaining cut and closure rules from departments and publishing these to students.
7. Approving changes to on-line Schedule of Courses to complete the transition away from paper schedules

Members of the Committee for 2008-09 were as follows:

Paula Smith  
Cheryl Chase  
Elizabeth Prevost

Henry Rietz  
Mark Schneider  
John Stone

Student Members:  
Julie Hoye  
Joanna DeMars

Daniel Moskowitz  
Hannah Yourd