

## DOCTORAL CURRICULUM COMMITTEE

Wednesday, January 17, 2007, 1:30-3:30 p.m., Conference Room A

### MINUTES

#### **I. Call to Order Dr. Donald Gainey, Chair**

##### **Attendance:**

Karen Bowser (phone), Susan Kabot, Alan Cohen, Todd Curless, Jacqueline Dwoskin, Charles Faires, Donald Gainey, Linda Howard, Denise Kelly (phone), Ron Parlett, Tom Thompson, Fred Ricci (phone), Robert Rahamin, Shelley Victor (phone)

#### **II. Minutes of Previous Meeting – Approved**

#### **III. Old Business**

##### **A. EDD 8510 – Leading a Learning Organization – presented by Ron Parlett**

##### Question:

1. On pg. 10 of the syllabus, the committee asked the purpose of the following statement: “please indicated if this is indeed your last course”.
2. Comments and suggestions:
  - Footer needs to be formatted correctly
  - Minor APA formatting issues were discussed.

Action – Tabled until next meeting when Dr. Vesna Beck, who was absent from the meeting, can respond to the above concerns.

##### **B. Revised Attendance Procedures –See attached revisions**

##### **C. Curriculum Review and Assessment of Student Learning Plan –**

1. A discussion of content learning outcomes for each course syllabus was held. The discussion focused on how each learning outcome would be assessed. The following points were made:
  - Rubrics that appear in syllabi are scoring guides
    - i. Most rubrics focus on criteria that do not relate to the content outcomes (i.e., writing proficiency, research skills, APA)
    - ii. Objectives should be rewritten to focus on the higher levels of independent learning and critical thinking skills.
  - Assessment of the content learning outcomes needs to be addressed
2. The lead faculty for each doctoral concentration will present the overall content objectives for each concentration at the February 14, 2007 meeting.

#### **IV. New Business**

**A.** Syllabus Review Process – The formation of a sub-committee to review all new or revised syllabi was endorsed. However, there were some unanswered questions:

1. Will it be the responsibility of the syllabus developer to seek two individuals plus the developer or three individuals plus the syllabus developer?
2. How will the syllabus developer select the committee members?
3. Will membership on the review committee constitute an overload for some faculty members?

**V.** Other Business

**A.** EDD 8606 – Special Topics in Human Services – Marcelo Castro – Moved to February meeting

**B.** EDD 8606 – Special Topics in Human Services – Marcelo Castro – Moved to February meeting

**VI.** Next meeting – February 14, 2006 – 1:30-3:30 p.m. – Room – 210

**A.** Future meeting dates

February 14, 2007

March 14, 2007

April 18, 2007

May 16, 2007

June 20, 2007

**VII.** Adjournment