

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, August 22, 2022 @ 2:00 pm via Zoom

In attendance: Sandi Bates, Kurt Borg, Pat Carr, Megan Denis, Clint Hosford, Becca Maher, Adrienne Salentiny, Rick Van Eck,

Not in attendance: Jon Allen, Jane Dunlevy, Kara Eickman, Erika Johnson, Dev Pant, Shannon Yarbrough, Susan Zelewski.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Rick Van Eck and Megan Denis

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:05 p.m. by chair Dr. Adrienne Salentiny.	Information
2. Business	<p>a.) Minutes from August 8, 2022</p>	<p>MSC to approve August 8, 2022 minutes. Rick Van Eck / Pat Carr // carried with 1 abstention.</p>
	<p>b.) Revised Phase 1 Objectives Update What's the status of all the new approved or combined objectives were imported into Leo? Unit 1 Becca Maher used the document that Jane had uploaded for Unit 1 for AY 22-23 with the new language that were approved.</p>	Information
	<p>d.) Plan for revisions to this year's mapping The mapping of Units 1-5 is in process. Now with offering unit 1 again and the mapping happening afterwards and we will need to find any new sessions and renamed sessions. One idea was the compare last years session titles with this year's titles and see what ones are different. We will have a MedEd student doing the comparison. Then we can ask Jane Dunlevy about the sessions that don't match.</p> <p>Discussed process for maybe trying to maintain the mapping from year to year and to track the changes that happen from year to year. The Controlled Vocabulary list (CVL) annual review of changes due to the curriculum changes, but also comparing the CVL to the MeSH database to ensure the heads still match. Then the question is do we provide the faculty members with the mapped keywords that the Librarians selected from the CVL based on the faculty words? If so, then we have to do major education with the faculty. It was agreed that we will only ask for keywords for new events or when there is a meaningful change in an</p>	

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	event. However, we can ask faculty if they made significant change to content in a session to let us know and we can work with them one-on-one. The other thought is to request a major content change is done every couple years.	
Future Agenda Items:	<ol style="list-style-type: none"> 1. Revised Phase 1 Objectives 2. Assessment/Gradebook consistency Phase2/Phase3 3. Element 7.5 – mapping/tagging (UMEC 8.11.21) 	Information
4. Adjournment	Meeting was adjourned at 2:58 p.m.	<i>The next meeting is scheduled September 12, 2022, at 2:00 pm via Zoom.</i>