

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, June 21, 2021 @ 2:00 pm via Zoom

In attendance: Jon Allen, Sandi Bates, Pat Carr, Megan Denis, Jane Dunlevy, Clint Hosford, Adrienne Salentiny, Rick Van Eck, Shannon Yarbrough.

Not in attendance: Kurt Borg, Becca Maher, Dev Pant, Ken Ruit, Susan Zelewski.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Rick Van Eck and Jane Dunlevy

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:10 p.m. by chair Dr. Adrienne Salentiny.	Information
2. Business	<p>a.) Minutes from June 7, 2021 <i>MSC to approve Unit 1 objectives format. Jon Allen / Pat Carr // carried.</i></p>	<p>MSC to approve June 7, 2021 minutes. Rick Van Eck / Jane Dunlevy // carried.</p>
	<p>b.) Vote on chair for AY 2021-22 MSC to nominate for Dr. Adrienne Salentiny to remain as chair for AY 2021-22. Pat Carr / Rick Van Eck // carried.</p>	<p>MSC to nominate for Dr. Adrienne Salentiny to remain as chair for AY 2021-22. Pat Carr / Rick Van Eck // carried.</p>
	<p>c.) Phase Goals Reporting Templates</p>	Tabled
	<p>a.) Curriculum as a Whole Report updates: <i>This will remain a standing item until we feel it has been addressed.</i></p> <ul style="list-style-type: none"> a. Keyword tagging <ul style="list-style-type: none"> i. Waiting for more MedEd students to work on the tagging. b. Assessment question mapping. c. Objectives update: rewrite, unit design spreadsheet, and using objectives to tag events. 	Informational

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	<p>i. Objectives will be going to UMEC on the consent agenda for final approval, and they will be Leo also.</p>	
	<p>Future agenda item: After we finish the Phase 2/3 template discussions. We need to map curriculum 1.5 with the keywords and assessments that we are going to use for curriculum 2.0. Do we want MedEd students to do the initial tagging and then try to find faculty to review their work and make corrections? As an alternative, it was suggested that we can have the faculty to tag their own sessions. If we chose this path, we would need a vote from UMEC to mandate that faculty members tag their own lectures.</p> <p>To operationalize tagging of sessions, a Qualtrics survey containing keywords was considered. Alternatively, we could have faculty list five topics that they think they cover in each session they teach. The concern is the number of synonyms there might be. Also, there might not be five topics for each session based on how specific the session is. We could provide guidance on how specific their chosen words/phrases should be. Then we could potentially have student workers take the faculty-generated lists to compare with the controlled vocabulary list and match the topics. This may be the best way to get this accomplished and have it accurate as possible.</p>	<p>ACTION ITEM: Dr. Rick Van Eck, Dr. Adrienne Salentiny and Becca Maher will look into see if Leo can generate a list of sessions that each faculty member teaches in units 1-5. Then we can provide that list to each faculty member</p> <p>ACTION ITEM: Drs. Jane Dunlevy, Rick Van Eck and Adrienne Salentiny will get together to work through out how to get the sessions tagged by color for each phase.</p>
	<p>Future Tasks:</p> <ol style="list-style-type: none"> 1. Faculty tagging their own sessions with keywords 2. Ongoing activities to course level objectives, gaps, redundancies, and the curricular change process 3. Review Element 7.2 	Information
4. Adjournment	Meeting was adjourned at 2:56 p.m.	<i>The next meeting is scheduled July 12, 2021, at 2:00 pm via Zoom.</i>