

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, September 27, 2021 @ 2:00 pm via Zoom

In attendance: Sandi Bates, Kurt Borg, Pat Carr, Megan Denis, Clint Hosford, Erika Johnson, Adrienne Salentiny, Rick Van Eck, Shannon Yarbrough, Susan Zelewski

Not in attendance: Jon Allen, Jane Dunlevy, Kara Eickman, Becca Maher, Dev Pant.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Kurt Borg and Sandi Bates

| AGENDA ITEM | SUMMARY | ACTION/FOLLOW-UP |
|-------------|---|---|
| 1. Welcome | Meeting called to order at 2:04p.m. by chair Dr. Adrienne Salentiny. | Information |
| 2. Business | <p>a.) Minutes from September 13, 2021</p> <p>Welcome Erika Johnson to the committee as the new Head of Library Resources.</p> | <p>MSC to approve September 13, 2021 minutes. Kurt Borg / Rick Van Eck // carried.</p> |
| | <p>b.) FYI: Phase Templates</p> <p>Phase templates were approved by UMEC and can now move on to the next steps. That we have not established what those steps are yet but will discuss at a future meeting.</p> | Informational |
| | <p>c.) Curriculum as a Whole Report Template</p> <p>The whitepaper will be presented to UMEC at the same time as the Curriculum as Whole Template.</p> <p>We reviewed the whitepaper again and made a few corrections. There has been a new section about Curriculum Database added on page 2 and the phase goals matrices, plus Curriculum as a Whole matrix were also added. Since this whitepaper states that the phase goals were discussed with the phase committees, and this was also a big point of discussion at UMEC regarding phase goal templates it was decided that the Phase Goal matrix will go to Phase 1 Committee and the Phase 2/3 Committee for review and recommendation. This is a working document, so there are likely to be changes to the whitepaper in the future (including proposed updates of the P1, P2, and P3 matrices after review at the respective committees).</p> | <p>MSC to send the phase goals matrix to P1C and P2P3C for review and recommendations of the phase goals. Susan Zelewski / Rick Van Eck // carried.</p> <p>MSC the Curriculum as a Whole Report Template and Curriculum Database System Whitepaper to</p> |

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| | | UMEC for recommendation approval. Rick Van Eck / Sandi Bates // carried. |
| | d.) Unit Report Templates | Tabled |
| Standing Items: | a.) Curriculum as a Whole Report updates: <i>This will remain a standing item until we feel it has been addressed.</i> <ul style="list-style-type: none"> a. Keyword tagging b. Assessment question mapping c. Objectives d. Other (i.e. Leo, LCME, etc) | Informational |
| Future Agenda Items: | <ul style="list-style-type: none"> 1. Phase 1 Objectives 2. Element 7.2 – mapping/tagging (UMEC 8.11.21) | Information |
| 4. Adjournment | Meeting was adjourned at 3:22 p.m. | <i>The next meeting is scheduled October 11, 2021, at 2:00 pm via Zoom.</i> |