

Curriculum Evaluation and Management Subcommittee (CEMS) Meeting Minutes
 Monday, July 9, 2018 @ 2:00 pm
 E493 Conference Room & via WebEx

In attendance: Jon Allen, Kurt Borg, Pat Carr, Marcia Francis, Mark Koponen, Annie Nickum, John Shabb, Kelly Thormodson, Rick Van Eck and Susan Zelewski.

Guest: Jim Porter

Not in attendance: Dawn Hackman, Clint Hosford, Rebecca Maher and Adrienne Salentiny

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Rick Van Eck and Rebecca Maher

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:04 p.m.	Informational
3. Old Business	<p>a.) Minutes from June 18, 2018</p>	<p>MSC to approve minutes as amended John Shabb/Pat Carr // all in favor; carried unanimously.</p>
4. New Business		
	<p>b.) Working Objective: Vasoactive Drugs Dr. Jim Porter is present as the expert on this topic.</p> <p>This was a working meeting in which we worked with the objectives for vasoactive drugs, with a goal of beginning to narrow down and define what the course/session objectives should be. The question was posed: if a student asks to test out of a class, what would you expect them to know, and how would you assess their knowledge of the content?</p> <p>There was discussion of what the goal of the objectives are. They should be written so that anyone can look at the objectives and know what should be covered in their lectures. Should the course level and session level objectives should be written at the same level or one higher than the other? This will be discussed further at a future meeting.</p>	<p>Informational</p>

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	At the next meeting, we will continue the discussion of these objectives and decide on terms to use ex: define or demonstrate a concept or knowledge.	
	<p>Future Tasks:</p> <ol style="list-style-type: none"> 1. Determine what data can be extracted from E*Value, and what we need to get somewhere else. Confirm how and where we will get all data. 2. Adoption and/or activities surrounding creation of a keyword list. 3. Addition of keywords and additional cleanup and organizational work in E*Value. 4. Try a sample report, to see how long it takes. 5. Discussion and/or related activities to course and session level objectives. 6. Discussion of the course level and session level objectives should be written at the same level or one higher than the other? 	
8. Adjournment	Meeting was adjourned at 3:48 p.m.	<i>The next meeting is scheduled for July 23, 2018, at 2:00 pm in E493 Conference Room, Grand Forks.</i>

APPROVED