



DATE: 5/11/10
TO: SAMUEL LIGHTWOOD, SENATE PRESIDENT
FROM: KATY WISS, CUCAS CHAIR
RE: CUCAS ANNUAL REPORT AY 2009-2010

CUCAS Membership for AY 2009-2010 was Lourdes Cruz (Registrar), Jerry Wilcox (Director of Institutional Research & Assessment), Dean Lynne Clark, Dean Linda Vaden-Goad, Dean Allen Morton, Dean Carol Hawkes, Robin Flanagan, Alan Anderson, Bonnie Rabe, Katy Wiss, Michelle Ganon, David Skora, David Smith, Jessica Eckstein, Anne Roberts, and (as of April 2010) two students: Sarah Bailey and Brian Lewis. Currently one seat from the School of Professional Studies and two student seats are vacant.

CUCAS met six times this year (and plans to meet in May). We did not meet in February meeting because we did not have a quorum. Next year CUCAS needs to work with the Senate and the Nominations and Elections Committee to make sure that vacancies are filled quickly and appropriately.

CUCAS considered a wide range of proposals this year. The Provost posts all administrative actions on a network drive at <K:\temp-shared\admincucasactions>. Of special note are the following two items: CUCAS approved six contract majors (3 in Philosophy and 4 in Interdisciplinary Areas). We may want to consider clarifying this procedure for students, assisting them in working with an advisor, and reexamining the integrity of the basic requirements of a Contract Major, such as when should the contract be approved, how many courses should be taken above the 100 level, and whether a capstone project should be required. Several departments, most notably in the Business School, have increased the GPA or minimum course grade to proceed in the major. We should continue to monitor the effect on students.

University Computing moved WCSU closer to the electronic submission of curriculum proposals. Until that change is implemented, at least, several areas continue to cause confusion: knowing which form to use and which proposals need a separate form, knowing which committees or departments need to approve a proposal (e.g. UPBC, ERC, the school PRC's, etc.), as well as knowing when changes go into effect, and when program sheets and catalogs are updated. We need to work on ways to increase the clarity of the process. As WCSU moves towards an online UG Catalog, CUCAS should pay particular attention to the effect of ongoing curriculum change on students.

The chairs of CUCAS and the General Education committee met with members of the Registrar's Office to work on ways to make sure that CAPP is kept up to date. At this meeting, the advisability of having the Registrar become an ex-officio member of the General Education Committee and having a faculty representative to the General Education Committee from CUCAS was discussed. This year the Registrar sat on the General Education Committee as the CUCAS representative.

CUCAS began a closer working relationship with Accessibility Services. We agreed that any changes in curriculum and statements of policy should be approved by the appropriate curriculum committees—including General Education and CUCAS. An advisory committee composed of members of CUCAS and UPBC will work with Accessibility Services to ensure that student needs are served while academic integrity is preserved.

CUCAS is working to make sure that statements in the UG Catalog about testing and placement are clear and complete for both students and faculty.

This year the University was only able to fund 41% of the money requested for summer curriculum development. The subcommittee on Summer Curriculum Grants noted that guidelines are vague. One of the criteria that the guidelines do specify is a preference for development of new curriculum—this seems somewhat at odds with the need to justify new courses as not needing any new resources. CUCAS should consider generating a hierarchical list of criteria to clarify the process to applicants and those who distribute the money.