

CCRI CURRICULUM REVIEW COMMITTEE MEETING

December 4, 2020 2:00-4:00 PM

Zoom Meeting

MINUTES

1. CALL TO ORDER

Chairperson McColl called the meeting to order at 2:03 PM.

2. ROLL CALL

3. APPROVAL OF MINUTES

The committee voted 8 to 0, with 1 abstention to **APPROVE** the minutes from the November 13, 2020 meeting.

4. ACTION/VOTING ITEMS

5. NON ACTION/ANNOUNCEMENTS

ACTION/VOTING ITEMS

Revised Course Proposal: Fundamentals of Nursing

NURS 1010, 6 credits

Originator: Mary Costa, John Rood

RATIONALE:

Student and faculty feedback indicate that an increase in the number of clinical hours is recommended. Nursing students need to be proficient in basic skills in order to safely take care of patient populations. Nursing department faculty have voted and approved new admission requirements that will be enacted in 2021, including a requirement for an active Certified Nursing Assistant (CNA) license at the time of application. This change will allow for content specific to CNA training to be removed and/or condensed from the current NURS 1010 course material. A change from 4 didactic hours to 3 didactic hours will account for this new admission requirement.

CATALOG DESCRIPTION:

OLD:

This course will introduce the student to the role of the professional nurse, including legal and ethical standards. Students will learn how to assess and provide safe, evidence-based interventions to meet basic patient needs using the nursing process, with an emphasis on the older adult. Application of foundational concepts and basic psychomotor skills occurs in the nursing laboratory and a variety of clinical settings.

NEW:

No changes.

The committee voted 10 to 0, with 0 abstentions to **APPROVE** the proposal with edits to the actual meeting time hours on page 2, the BIOL prerequisite numbers on page 4, the catalog description on page 4, and a typo in student learning outcome #2 on page 6.

OTHER ACTION/VOTING ITEMS:

1. Revision to CRC forms

The committee voted 9 to 1, with 0 abstentions to **APPROVE** the revision of the CRC course proposal form. These revisions include: updating the general education page, removing the outdated contact information listed on page 1, removing the Shepard building location from page 8, and adding a yes/no option to indicate the need for Library resources, such that “yes” is supplemented with details. Additional revisions were discussed but will be readdressed when CourseLeaf CIM is near implementation.

NON ACTION/ANNOUNCEMENTS

The AHSS Division and World Languages & Cultures Department Announce:

1. American Sign Language (ASLG) Courses will now be accepted as Humanities credit

OTHER ANNOUNCEMENTS:

1. Review Drafts of Best Practices for Completing and Submitting Proposal Forms
2. Roles and procedures of CRC

Q&A Discussion related to Roles & Procedures of CRC, per (2) of Announcements:

Q: What does the CRC approve?

A: The CRC does approve the initial and revisions of the following:

- Name of course/program
- Catalog description
- Credits
- Course Student Learning Outcomes (SLOs)
- Program requirements if addition or deletion of courses or credit changes and program outcomes

Q: What does the CRC *not* approve?

A: The CRC *does not* approve revisions of the following:

- Pre-requisite/co-requisite additions, deletions, and changes – there is a separate form and process
- Course/program modality
- Course/program fees
- Course/program articulation – there is a yearly process for articulation with RIC and URI

Q: How does the CRC interact with the General Education Committee (GEC)?

A: If a department wants a course to be approved as a General Education course, the department would submit to the GEC first. If the course is approved as a General Education course, the department would then submit to the CRC for approval.

Q: What information does the CRC need relative to a course’s GEC status in order to determine if the course is a suitable addition/part of the CCRI curriculum? What number does it meet?

A:

Q: Why is a syllabus required as an attachment to a course proposal?

A: The syllabus is a NECHE requirement (academic program standard #4), serving as a way to see how faculty/departments communicate to students.

Q: What content should a syllabus include?*

A: A syllabus should include the following:

- A thoughtful welcoming message, excluding rigid language that may put students on a path to failure
- Delivery of instruction
- Design
- Content
- Evaluation of SLOs
- Verification of hours of class and work outside of class for credit hours

*Refer to recommended syllabus in faculty handbook and the syllabus policy

Q: How does the CRC verify number of credit hours?

A: Class time plus 2 hours of work outside class for every hour of class. E.g., 3 credit course = 3 hours of class and 6 hours of work outside of class for a total of 9 hours per week

Q: What is the purpose of an experimental course?

A: The purpose of utilizing the experimental course route is to see if there is student interest in the course.

Q: Does the CRC vote to approve experimental courses?

A: No, the CRC does not vote to approve experimental courses, rather they solely provide feedback to the department and originators.

Q: How are experimental courses evaluated during and after its two-semester life?

A:

Q: What is the role of the Chair/Dean/CRC in course/program evaluation?

A: The Chair/Dean/CRC should evaluate courses/programs in the same way and apply the same standards. The Deans do the same review as the CRC prior to the scheduled meeting(s). The Dean review could be part of the CRC if they become full-voting members of the committee; if not, they would continue to review prior to the meeting.

Q: What happens when the VPAA rejects a course/program proposal?

A: The CRC Chairperson will provide a written explanation as to why it was rejected to both the originator and the CRC members.

Q: When should the OPC proposal packet be written/submitted for a new or revised certificate or program proposal?

A: The OPC proposal packet should be written and submitted at the same time as the CRC proposal is written and submitted. This will facilitate progression once approved by the CRC. If it is a revised certificate or program, an OPC proposal packet is required if more than 25% of the certificate or program is being revised.

Q: Why do we do experimental courses?

A: It is a way to evaluate and do some assessment in a focused way and giving whoever are the faculty that teach it the opportunity to in short-order revise, change, or adapt, based upon feedback from students and other members of a department once a course is actually mounted.