

**Curriculum Policies Committee 2014-2015**  
**1:30 – 2:50 PM**  
**Sacramento Hall 275**

**Minutes for Tuesday, December 2, 2014**

*Approved:*

*Present:* Ben Amata (LIB), Stephanie Biagetti (EDUC), Adrienne Currington (University Staff Assembly), **Ben Fell (ECS) Chair**, Brett Holland (NSM), John Ingram (NSM), Dan Melzer (A&L), Kath Pinch (HHS)

*Absent:* Chloe Burke (A&L), Miguel Caio (SSIS), Vivian Llamas Green (Associate Registrar), Tucker Caruso (ASI), Sheree Meyer (Dean of Undergraduate Studies), Liam Murphy (SSIS), Chevelle Newsome (Dean of Graduate Studies)

*Visitors:* Tom Savage (Chair of the Curriculum Subcommittee)

1. November 18, 2014 minutes approved.
2. Discussed, and approved, the charge and membership of the Curriculum Subcommittee. A significant change to the membership added voting privileges to a CPC member on the curriculum subcommittee.
3. Discussed the charge and membership of the Program Review Oversight Subcommittee (PROC). It was noted that the CPC liaison has been voting in PROC for a number of years, unaware of the ex-officio/non-voting status of the liaison position. It was decided to return the charge and membership to PROC in the interest of them considering giving voting privileges to the CPC member.
4. Melzer presented an updated Writing and Reading proposal, which was simplified to three main items: (1) changing the WPJ exam to a writing portfolio-based placement criteria, (2) changes to the WI guidelines, incorporating language to designate Writing Intensive Designated (WID) majors, and (3) a recommendation for the Faculty Senate to task the Writing and Reading subcommittee with exploring the creation of a university writing department. It was agreed to refer (1) and (2) to the GE/GRPC, and that a data-based report should be prepared by CPC to send to the Executive Committee and the Provost. The report will focus on resource deficiencies for the proper execution of the university's writing policies.

Minutes recorded by Ben Fell 12/02/14