Committee Name: Curriculum Committee

Date of Meeting: September 17, 2012, 12:30pm-1:30pm

Location of Meeting: SLIS Conference Room (Norman), Room 1J10 (Tulsa)

Members Present: Dr. Abbas, Dr. White, Ms. Zemke, Dr. Kim, Marcia Freidman, Jessie Hopper, Melissa Kunz, Erin McLean

Approval of Agenda

Action: There were no additions or edits made to the agenda. Members approved the time slot for future meetings. Dr. Abbas brought up the addition of a meeting in November to the calendar.

Review of Curriculum Committee Charge for 2012-2013

Charge #1: Review and analyze relevant information and bring proposal re: removal of BAIS requirement MATH 2123 Calculus II for Business, Life and Social Sciences from the Major Support Requirements category to the faculty for action at the September 2012 faculty meeting (per vote at May 7, 2012 SLIS faculty meeting).

Discussion: Proposal has already been written by Ms. Zemke and we have documentation materials. It needs to be sent by October.

Action: Charge item can be marked off.

Charge #2: Explore advantages and disadvantages of replacing “type of library courses” (i.e., Public Library Administration) currently in the Organizational Dynamics and Management Category with functional courses (i.e. Community Relations and Advocacy). Brown has collected feedback from the SLIS External Advisory Board concerning this charge.

Discussion: Purpose is to have courses that can be applied across a broader range rather than library specific courses and increase enrollment. Committee will refer to Dr. Van Fleet’s memo to SLIS faculty regarding curriculum structure and direction. (Memo is attached to minutes).

Action: Dr. Abbas will get the feedback from Dr. Brown and send it to committee through email. Committee agreed charge is appropriate.
**Charge #3:** Work with SLIS Office and Director to facilitate the campus wide approval process for the curriculum structure revision. (Ryan and Brown have drafted a proposal for the Curriculum Committee’s input).

**Discussion:** Last year faculty voted to change the structure of guided electives and electives. Eventually, the Committee will have to work on planning a matrix and revising documents to match new structure (charge #4).

**Action:** Dr. Abbas will get the drafted proposal from Dr. Brown. Committee agreed charge is appropriate.

**Charge #4:** Revise program planning guides and create a new planning matrix to reflect new curriculum structure (assuming approval of proposal at College level).

**Discussion:** Committee discussed what documents will need revision: program planning guide, planning forms, planning matrix, graduate handbook, website. Committee discussed starting drafts, but the complete revision will have to wait until charge item is approved at College level.

**Action:** Committee agreed charge is appropriate.

**Charge #5:** Review all prerequisites for MLIS and slashlisted courses to reflect new curriculum structure (assuming approval of proposal at College level). An email from Associate Dean Sankowski, dated 6/16/12, indicates the changes to 4523/5523 have been approved. (Email is attached to minutes).

**Discussion:** It was mentioned that a review of prerequisites and slashlisted courses will be necessary for ALA accreditation coming up in 2014. Currently, Online Information Retrieval (LIS 4523/5523) is slashlisted; if curriculum is restructured, more classes could be slashlisted. A slashlisted Government Publications course has been approved by faculty.

**Action:** Dr. Abbas will check with Dr. Brown to see what has happened with the Government Publications course. Committee agreed charge is appropriate.

**Charge #6:** Work with Brown to explore the use of specialty tracks within SLIS for Health Library & Information Centers; Library & information Services for Indigenous Peoples; Archival Services for Indigenous Peoples.
**Discussion:** Committee agreed that more information and clarification is needed before any action can take place on this item. There were questions as to whether this charge item contradicts the purpose of charge item #2. It was determined that this item refers to branching out to other departments and giving other departments reasons as to why their students should take SLIS classes. The charge does not refer to specialization but to specialty courses. This would increase enrollment. The committee decided to look at who this charge affects, who will take the courses, if students from other departments will need prerequisites, and how SLIS will attract students from other degree programs. The committee discussed creating program planning guides to reflect interests in specialty. The question was posed as to whether this charge item was limited to the three tracks specified.

**Action:** Committee needs to seek clarification from Dr. Brown as to the goal and scope of this charge. Dr. Kim volunteered to be in charge of the Health Library & Information Centers track. Committee agreed charge is appropriate.

**Charge #7:** Work with Undergraduate Studies Committee and Director to explore the options and market for a post-baccalaureate in an area related to Library and Information Studies.

**Discussion:** Questions were posed as to who would pursue a post-baccalaureate rather than moving straight into MLIS, if this is a supposed to function as a feeder into MLIS, and whether undergraduate courses would function better than post-baccalaureate study. The main issue of this charge item was the goal/purpose of creating a post-baccalaureate. The committee agreed that clarification is needed. Committee intends to explore the options, the market, the path of students with a post-baccalaureate, and avenues for support.

**Action:** Committee plans to uncover the rationale behind creating a post-baccalaureate and seek clarification of questions posed. Committee agreed charge is appropriate.

**Charge #8:** Work with Zemke and Brown to inventory materials needed for the Program Presentation.

**Discussion:** Ms. Zemke explained the Program Presentation and accreditation process, specifically focusing on the chapter on curriculum. The presentation is in February of 2014. The Curriculum Committee will be working diligently to provide support documents, review the
chapter as it is written, provide feedback, and make sure all materials and the website are up-to-date for the presentation and ALA visit.

**Action:** Committee agreed charge is appropriate.

**Other Business**

**Discussion:** Dr. White has created a presentation of the Archive Curriculum which will be presented at the next faculty meeting. Dr. White would like the Curriculum Committee to review his presentation before the faculty meeting.

**Action:** Curriculum Committee will review the presentation by email and will return edits/comments by email to Dr. White by October 3, 2012. Dr. White will compile changes and comments.

**Next Meeting:** October 22, 2012

**Minutes Prepared by Erin McLean**
Date: February 6, 2012

To: SLIS Faculty

From: Connie Van Fleet for the 2011 – 2012 SLIS Curriculum Committee

Re: SLIS Curriculum Structure and Direction

The Curriculum Committee is seeking guidance from the faculty as we continue our work. As you may remember, several of our charges (at end of this memo) deal with examining courses within a guided elective category to determine whether they can be melded into fewer courses. The examination is resource and enrollment driven; we want to make best use of our resources and to be accountable to upper administration and external constituencies. At the same time, we were asked to examine procedures for offering more special topics courses and service learning based independent projects and research.

We kept two goals in mind:

1. Increase enrollment in individual courses.
2. Provide a relevant and meaningful education to our students.

We are now at something of an impasse. We have met with faculty to discuss the articulation of various courses and examined the courses that populate the guided electives. We have discussed several options for proceeding, but feel we need some sense of the faculty before investing more time and effort. Here are some topics for discussion:

1. Do we want to continue to work within the current course structure of core requirements, guided electives, and general electives? If so, is the balance correct? If not, we may perhaps quit tweaking what we have in favor of a substantive reconfiguration based on our outcomes-based planning session at the SLIS Fall Planning Day.

2. If we are satisfied with the structure, do we want to retain the categories we now have? As we worked with some courses and categories, we had difficulty assigning courses to some categories. The ways in which faculty approach some courses have changed. For instance, in exploring the “Access” courses, we found less overlap than expected because the Online Searching course now has a much greater portion dedicated to information storage and retrieval as well as more in-depth searching of digital resources.
3. Similarly, if we are satisfied with the structure, do we want to try to meet our first objective (increase enrollment) by reducing the number of courses available in each category? How will we define which courses to include?

4. Assuming we keep the structure and the management category, it seems it would reduce duplication and provide students more in-depth knowledge and greater skills to populate that category with functional courses in the place of type of library courses. We currently have a mix, with Community Relations and Advocacy (a functional course) in with Academic, Public, and School Library Administration (type of library courses). Thoughts?

Your ideas are important as we address our work this semester, but even more importantly, will guide our approach to our curriculum discussion at the Fall SLIS Planning Day. We’re looking forward to this preliminary discussion.

Relevant SLIS Curriculum Committee Charges 2011 - 2012

1. Explore opportunities to maximize SLIS resource through course compression and deletion*
   *For example, but not limited to:
   Combining or offering on a rotating versus overlapping sequence:
   5513 and 5523
   5443 and 5453
   Deleting, seeking alternatives on campus, and/or advertising undersubscribed courses:
   5413
   5473
   5553
   5683

2. Review effectiveness and viability of the current course structure:
   a. Review the current access to knowledge structures courses for overlap and gaps in coverage
   b. Review the current content management courses for overlap and gaps in coverage
   c. Review the current organizational development and management courses for overlaps and gaps in coverage with special attention to funding and development (see #6 below)**
   **It is recommended that a review of the new module on funding and developing that is currently being worked on by Dr. Kim for incorporation in the KM/LIS 5023 core class be added to the 2011-2012 Committee charge to determine whether this will sufficiently address the need for funding and development content within the curriculum.
TO: College of Arts and Sciences Faculty

FROM: Edward Sankowski  Associate Dean

RE: Course and Curriculum

The Course and Curriculum Committee of the College of Arts and Sciences recommends approval of the following program and course changes as specified. These recommendations will be considered approved by the faculty unless notice of protest is received by **August 29, 2012**.

All courses are now online and can be viewed at [https://courseadmin.ou.edu/courseadmin/](https://courseadmin.ou.edu/courseadmin/) by entering your 4x4 and password. To locate a specific course, type the course number in the appropriate box then click on the course. It will load and be displayed just below the box. If you have any questions, please feel free to contact Sheryl Heinrichs at 325-3506.

**Proposed Undergraduate Course Additions**

HIST 4603, Genesis Through Jewish Eyes

LIS 4523, Online Information Retrieval
Request for Undergraduate Administrative/Internal Changes
Health and Exercise Science Minor
Program Code: 0835H
Type of Request: Change to minor
Reason: Deletion of HES 3813, Principles of Health and Fitness, from the list of required courses for the minor because it is required for the major. Demand by students completing the minor for this course is preventing HES majors from accessing this course when needed for timely completion of their major work.

Request for Undergraduate Program Modifications
Bachelor of Science in Health and Exercise Science
Program Code: 291
Type of Request: Program Modification
Reason: Allow students to take ZOO 1124 or BIOL 1134 to fulfill major support requirements because these courses are accepted by the Zoology Department as prerequisites for ZOO 2234, ZOO 2255, and ZOO 2124.

Proposed Graduate Course Additions
LIS 5523, Online Information Retrieval
MATH 5123, Fourier Transforms

Request for Graduate Program Modifications
Doctor of Philosophy, French
Program Code: 086
Type of Request: Program Requirement Change
Reasons: (1) Add FR 5313 and MLLL 5073 as required courses for the degree as they have been strongly recommended and are offered on a regular basis
(2) MLLL 4813 was mistakenly listed as a required course. However, the
graduate-level course, MLLL 5813, should have been included in the curriculum instead.

**Doctor of Philosophy, Political Science**
Program Code: 193
Type of Request: Program Requirement Change
Reason: Add *Methods* as a field to provide a fundamental core of Methods training that can be tailored to students’ specific scholarly needs.

**Doctor of Philosophy, Spanish**
Program Code: 217
Type of Request: Program Requirement Change
Reason: (1) Add SPAN 5713, MLLL 5063, and MLLL 5073 as required courses for the degree as they have been strongly recommended and are offered on a regular basis
(2) MLLL 4813 was mistakenly listed as a required course. However, the graduate-level course, MLLL 5813, should have been included in the curriculum instead.

ES/slh