CLASS Curriculum Committee
Meeting Minutes
March 14, 2022

1. **Approval of minutes**: From Feb 28 and Mar 01
   Motion: CL Second: MO (3-0-0)

2. **Chairs' Report**
   One proposal today, let's talk about membership for next year, n

3. **Associate Dean's Report**
   Elections, she is happy to work with dept to find replacements.

4. **Proposals**

   a. **Revision – NON- Breadth**
      ● MLL 111 – Oral Communication in Multicultural Setting
      Motion: MO Second: CL (4-0-0)

5. **Committee membership**

   CL plans to return, doesn't want to be chair next year.

   MO plans to return, sabbatical for fall so we need a replacement. Will ask an Associate Professor in her department to cover for fall '22.

   IT plans to return

6. **Meeting Dates for remaining AY**

   Keep dates on calendar, meet when we have business

7. **By-Laws Update:**
   Latest revision can be found:
   https://docs.google.com/document/d/12YFNhR0O-gkun9nbZxIg8qQ3eK0xPihnYZ7gBg6KHIA/edit
   ● But they also say that the AD is to notify the CLASS council by email within 3 days. But that just doesn't give enough time.
   ● if proposals are done earlier, we can at least hit the ground running in our first meeting.
   ● with regard to our deadlines, we should move it from 7 days prior to meeting it should be 10 business days.
   ● I think we should ask to go back to the old system, and everything after the deadline of March 1, proposals are considered for the following cycle.

- Consider doing a Co-Chair to help with workload
- Our recommendations: open curriculog earlier, put internal deadlines on curriculog,
- Section D needs to be modified to include new process.