

<b>Curriculum Committee Meeting Agenda</b>	
November 13, 2015	12:00 – 12:50 pm; Deans Conference Room (N304 DSB)
Dr. DC Holmes, Chair	Recorder: Dr. Garcia

**Lunch served.**

<b>Agenda Items</b>	<b>Responsible Individual</b>
1. Approval of October 9, 2015 Minutes	Holmes
2. ADE Update: <ul style="list-style-type: none"> <li>Director position in the office for education – Introduce Ms. Krupp</li> <li>Curriculum management reports: online access</li> </ul>	Garcia
3. Determination/documentation of achievement of collegiate competencies	Holmes
4. Recorded lectures policy	Garcia
5. Round Table Comments	Committee
6. Next Meeting: December 4, 2015	

<b>Action Items</b>			
<b>Status</b>	<b>Action to be taken</b>	<b>Responsible</b>	<b>Due Date</b>
Pending	Endodontics Curriculum Review	F. Teixeira	
Pending	ICCMS Implementation in the College Periodontics Curriculum Review	Kolker/Guzman-Armstrong	
Pending	<ul style="list-style-type: none"> <li>Patient Ingress &amp; Treatment Planning</li> <li>Address the Endo Boot Camp Concern</li> <li>Prerequisite Basic Science Question</li> </ul>	Garcia	

### **Curriculum Committee (2015-2016):**

DC Holmes, Chair  
Dan Caplan  
Marsha Cunningham-Ford  
Darren Hoffman  
Terry J. Lindquist  
Natalia Restrepo-Kennedy  
Cheryl L. Straub-Morarend

Fabricio Teixeira  
Paula L. Weistroffer  
D1 – Kyle Nicholson  
D2 – Brandon Turley  
D3 – Josh Hindman  
D4 – Brad Albertson

### **Ex Officio:**

Lily T. Garcia, Associate Dean for Education  
Tad Mabry, Chair, Clerkship Directors  
Galen B. Schneider, Executive Associate Dean  
Catherine M. Solow, Associate Dean for Students  
Sherry R. Timmons, Chair, CAPP Committee

## Curriculum Committee Minutes – November 13, 2015

Members Presents: Drs. DC Holmes (Chair); Dan Caplan, Marsha Cunningham-Ford, Darren Hoffman, Terry Lindquist, Natalia Restrepo-Kennedy, Fabricio Teixeira, Sherry Timmons, Brandon Turley-D2, Brad Albertson-D4, Lily Garcia

Absent: Drs. Tad Mabry, Cheryl Straub-Morarend, Galen Schneider, Cathy Solow, Paula Weistroffer, Josh Hindman – D3

Meeting called to order 12:10 p.m.

- I. Approval of October 9, 2015 Minutes – approved as written
- II. Associate Dean for Education Update – Dr. Garcia
  - A. Dr. Garcia introduced Ms. Michelle Krupp, Director in the Office for Education. She will start her position on Monday, November 16, 2015.
  - B. Curriculum Management Reports: Dr. Garcia is working with Ms. Margaret Ruddy on creating the site and location of information for access through the Intradent.
- III. Determination/documentation of Achievement of Collegiate Competencies – Dr. Holmes
  - A. Memo sent summarizing the content of the last meeting, with minimal responses to date. Anticipate a robust discussion as the group attempts to answer the determination and documentation when a student achieves our Collegiate Competencies. Questions remain on how to clearly define our Collegiate Competencies in addition as to who decides, when they decide and how the decision is made. It is important to have clear definitions and measures but all must be communicated and understood by both the faculty and the students.
  - B. EXAMPLE: In regards to any of our Collegiate Competencies, we state a dental students must demonstrate competency in ...  
There remains confusion of how the curriculum works vs. how it should work, as stated previously by a committee member. The Committee needs to focus on clear definitions of the competencies, since many deliberately leave for broad interpretation, similar to the CODA standards. It is incumbent on the committee to delineate how we determine and document competency. The curriculum mapping should help address where information is taught for a specific competency, how is it assessed, and was it addressed. Some stated the work could be designed with the outcome or endpoint in mind so from the outcome, it is worked backwards – here is it what it means, what has been addressed and how it was measured or assessed. Others added comment to help clarify the issues among the committee members, including the following statements and questions:
    - What is the outcome, how is it assessed and where?
    - How do you define their outcome and how do you assess their performance?

- Align collegiate competencies since CODA doesn't dictate processes, it only provides for the minimum standards.
  - Each department has the responsibility for educating for knowledge and technical skills.
  - All other education topics cross all disciplines.
  - It was emphasized that it is important to bring together faculty to delineate responses to the previous questions for each CODA Standard, in particular, those that relate to the overall outcomes of our predoctoral education program.
- C. Implementation of the AEFIS Curriculum Mapping program has been delayed. Ms. Viki Mueller stated she has not received the "key" from the University IT support in order to share our mapping data into the AEFIS program. This will not complete the task but the current information is limited.
- ACTION ITEM: Priority to obtain support to move the AEFIS program forward, in order to move forward on multiple decisions needed in the Curriculum Committee.**

IV. Recorded Lectures Policy – Dr. Garcia

Only one policy pertaining to this issues was identified on this campus; the one policy was in the College of Law and limited recording to those who were ill, not available in general to all students. It is the Collegiate guideline that would be to encourage faculty to allow recording for all lectures but cannot be considered mandatory. Although a guideline can be added, in courses with "team teaching", i.e. multiple lecturers in one course, individual faculty can provide permission individually. A statement will be generated and distributed to the Committee for input prior to dissemination to all faculty and students. It was strongly suggested to avoid using the recordings in a punitive manner so it is important to include the Collegiate attendance policy, unless the individual faculty course director makes a decision to the contrary for a specific course.

**ACTION ITEM: Develop a Collegiate Guideline to include as part of each Collegiate course syllabus.**

V. Round Table Comments - Committee

- Due to extensive discussions, time was not available for additional comments by individual committee members.

Meeting adjourned.

Minutes recorded by Dr. Lily T. Garcia