

College of Dentistry
CURRICULUM COMMITTEE
March 28, 2014

Present: Cunningham-Ford, (Chair), Burke, Caplan, Clancy, Cowen, Eckert, Eckhardt-Hyland, Hernandez, Hoffmann, Jones, Kayser, Kwon, Lindquist, Marshall, Orgill, Schneider, Solow, Stemper, Straub-Morarend, Timmons, Vargas, Weistroffer

Absent: Gratton, Justman, Holmes

Guest: Johnsen

1.0 Approval of December 13, 2013 Minutes

The motion was made and seconded to approve the minutes from the December 13, 2013 meeting as written.

2.0 Working Group Reports

2.1. Peer Curriculum Review (Attachments I and II)

Suggestions/Comments:

Additional questions:

What are your student outcomes?

What are your outcomes of the self-study?

#14. How does your department *curriculum* meet the *Characteristics of a College of Dentistry Graduate*?

What changes would you make and recourses would you need to accomplish them?

Facilitate the writing process by breaking question into groups: integration, modernization, etc. (by headings).

The motion was made and seconded to approve the revised Format for Departmental Pre-Doctoral Curriculum Review.

There was no discussion and the motion was passed unanimously.

Prof Cunningham thanked the work group.

The Department of Prosthodontics will be the first department reviewed. Dr Garcia will talk with Dr Holloway & forward the format to her. The Working Group will conduct the review and bring the results to the Curriculum Committee at the June 27th meeting.

Any recommendations will be forwarded to Dr. Garcia and then to the Dean for further action.

2.2. Curriculum Management

The working group was charged with creating templates to standardize the review and approval of administrative changes.

New Course Request (Attachment III):

Suggestions/Comments:

Copy Ms. Kayser on any pending request and final approval to update course listings.

Copy Ms. Eckert to update course mapping database.

Add course support resources.

Attach personnel and technology assessment worksheets to the request.

Indicate whether the course is departmental or interdepartmental.

Indicate course director.

Indicate the year and semester when the course would be taught.

Move sections #4 and #5 after #2. It would indicate more clearly how this course would integrate with other classes.

Course Director Change (Attachment IV):**Suggestions:**

Copy Ms. Kayser on any pending request and final approval to update course listings.

Copy Ms. Eckert to update course mapping database.

List multiple DEO signatures if interdepartmental.

Add qualifications of course director on both forms strictly for background information.

Comments:

The form will be routed by the DEO and Dr. Garcia for signatures then presented to the Curriculum Committee for a vote to approve.

Dr. Garcia will introduce the forms at an Executive Committee meeting.

The motion was made and seconded to approve the revised New Course Request and the Course Director Change forms.

There was not discussion and the motion was passed unanimously.

2.3. Curriculum Reporting

The curriculum mapping project is almost complete. Changes were recently added:

- Current course numbers AND new MAUI numbers.

- Sorting is possible by any column heading.

The working group will be looking at data for redundancy, gaps.

ADEA and ADA have created a joint project to modify the old “clock hours” report and define assessment instruments. ADEA has provided a new set of definitions for instruction and assessment instruments. If the College incorporates them in our documents and evaluation instruments it will be easier to use those terms for completing the new Dental Curriculum report this fall. Changes will be needed to the database.

The next step is linking the mapping database information to the course syllabus so that completing the syllabus will be simple, easy and have as many autofillable components as possible.

The database will be a resource for students to be able to link into the courses.

3.0 Round Table/Comments

Operative is proposing to integrate D2 esthetic dentistry course (June Wednesdays) into the D2 Operative course. This would open up some time in the summer of D2 schedule and save some faculty time. Because of the construction –driven curricular changes in 2014-15, the proposal is on hold.

It was noted that there are very few “summative” designations evident in the mapping database. The work group will be analyzing those data & bring recommendations back to the Curriculum committee.

The Committee consensus was that the working groups were very effective in their initial projects. Faculty members appreciated having students appointed to the working groups and students found the process interesting and informative.

4.0 Next Meeting

The next meeting will be held on **April 25, 2014**, 12:00-1:00 p.m., in the Deans Conference Room

ATTACHMENT I

Format for Departmental Pre-Doctoral Curriculum Review

– This should be a critical and constructive self-review of your Predoctoral program, by the DEO.

1. List departmental pre-doc teaching mission statement. (If none exists, develop it.)
2. Give an overview of pre-doc faculty profiles: numbers, ranks, tracks, responsibilities, course directors, clinic directors, interdisciplinary courses, etc.
3. Provide a chronologic listing of pre-doc courses, years and formats (didactic/clinical/lab)
4. Present the logical flow of content to meet departmental mission and pre-doc accreditation standards.
5. Discuss vertical integration between pre-doc courses and planned or unplanned redundancies.
6. Discuss vertical integration between pre-doc faculty: calibration, teaching, techniques, evaluations, grading, etc.
7. Discuss horizontal integration with other pre-doc departments, courses, etc. (Curriculum map?)
8. (future) Does the curriculum mapping system reflect what you teach in your pre-doc program?
9. Are there major issues that face the department that may require changes to pre-doc curriculum?
10. What changes would you like to make and why? Additions, deletions, technology incorporation, etc.
11. What resources are needed? Time, space, faculty, support staff, etc.
12. Is pre-doc material taught appropriate for today's clinical practice outside the COD? (technology: digital vs conventional radiography, digital vs. conventional impressions, electronic vs. paper charts, rotary vs. manual RCT, array of restorative materials)
13. Is the scope of procedures appropriate for training the beginning general dentist, as well as recognition of conditions/procedures necessitating referral?
14. How does your department fit into the "Characteristics of a College of Dentistry Graduate?"

ATTACHMENT II

Format for Specific Course Evaluations within the Departmental Curriculum Review – This should be a critical and constructive self-review of your Predoctoral course, by the course director(s).

1. Describe format of course (didactic/clinical/lab, show course syllabus in ICON)
2. Summarize student evaluations (past 2-3 years) and if anything has been adjusted as a result.
3. Describe how this course builds on previous courses &/or how skills/knowledge developed in this course provides foundation for subsequent courses. (Vertical integration)
4. Are there any planned redundancies in this course? (e.g., reinforcement/review from previous courses in the dental curriculum?)
5. Which accreditation standards does this course address?
6. Is there any content in this course that can be eliminated or replaced?
7. What changes (if any) would you like to make and are there any scheduling conflicts that need to be resolved to make those changes?
8. Is material current and contemporary? Are spaces sufficient? Is time sufficient?

ATTACHMENT III



**Curriculum
Committee**

**Change of Course Director
Request**

Date:

Department:

Course:

Current Course Director:

I. Describe rationale for change of course director

II. Effective date of change of course directorship

III. Describe qualifications of new course director

IV. Describe anticipated changes during the transition period

V. Other considerations

Department DEO (Print name)
Signature and Date

Associate Dean for Education (Print name)
Signature and Date

ATTACHMENT IV



**Curriculum
Committee**

New Course Request

Date:

Department:

New Course:

Course Director:

I. Describe rationale for new course request

II. Describe the scope of the new course and how it integrates with existing classes

III. List new course support resources

IV. Describe whether prerequisites are required

V. Describe course level and semester hours

VI. Other considerations

Department DEO (Print name)
Signature and Date

Associate Dean for Education (Print name)
Signature and Date