

**MEMORANDUM**

**To:** Rachel Fernflores  
Academic Senate, President

**Date:** June 15, 2011

**Filename:**

**From:** Andrew Schaffner  
Academic Senate Curriculum Committee, Chair

**Copies:**

**Subject:** Quarterly Report, Spring 2011

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The ASCC met during eight of the ten weeks this Spring quarter. Our first four meetings were regular two hour meetings. Our last four meetings were special Kaizen sessions led by Registrar Cem Sunata and were three hour meetings.

#### CONTINUOUS REVIEW

Continuous review items were always given the highest priority on our agenda. The following is a summary of reviewed prerequisites, courses, and programs that were recommended for approval.

1. FSN 210: Nutrition – online approval to existing curriculum
2. FSN 250: Food and Nutrition – online approval to existing curriculum
3. BUS 342: Fundamentals of Corporate Finance – Summer 2011 online (Summer 2011 & 2012 probationary) approval
4. STAT 217: Introduction to Statistical Concepts and Methods – Summer 2011 online (Summer 2011 & 2012 probationary) approval
5. CPE 349: Design and Analysis of Algorithms – Summer 2011 online 1-term only approval
6. CPE 435: Introduction to Object Oriented Design Using Graphic User Interface – Summer 2011 online 1-term only approval

#### KAIZEN

In an effort to streamline portions of the course proposal process, Registrar Cem Sunata (with the support of MBA students and OAR staff) led a four week Kaizen review of this process with the ASCC. During these meetings we identified several areas where our proposal process can be streamlined. The Kaizen culminated with a presentation to Provost Koob and a list of action items.

### *HIGHLIGHTS PERTAINING TO ASCC AND SENATE CONCERNS*

- 20 process hours can be eliminated through electronic rather than paper dissemination of proposals to ASCC members
  - Beginning next Fall, the ASCC will use electronic distribution methods saving time as well as trees/energy
  
- 40 process hours can be eliminated if the Senate reduces consent agenda review time from three weeks to two
  - A resolution to reduce the consent review to two weeks will be presented to the Executive Committee for agendizing in the Fall.
  
- Reduced cycle time if proposing faculty are well-educated in the curriculum review process
  - Together with OAR we will compile existing policies which are often scattered across various locations and create a “one-stop shop” for user-friendly documentation at a single web location.

### MISCELLANEOUS

#### **OCOB Interdisciplinary Studies**

##### *Deletion of International Business and Entrepreneurship Concentrations*

As an outside observer and university curriculum representative, the ASCC chair has continued to meet with the AS Curriculum Appeals Committee and OCOB Undergraduate Program Committee. On May 11, 2011 the appeals committee rendered the following recommendations with summary statements:

- **Entrepreneurship:** Overturn ASCC recommendation and retain the concentration in the 2011-2013 catalog (3Y-0N)
- **International Business:** Overturn ASCC recommendation and retain the concentration in the 2011-2013 catalog (2Y-1N)