

Discovery Committee Minutes, April 24, 2024 (Zoom)

Present: Nicky Gullace (chair), Sachiko Akiyama, Paul Bonzani, Tammy Conrad, Lara Demarest, Meaghan Dittrich, Roger Grinde, Lisa MacFarlane, Greg McMahon, Timothy Montminy, Catherine Pebbles, Sarah Prescott, Laura Upham

Absent: Kathrine Aydelott, Chris Bauer, Cassie Lafleur

I. Welcome and Announcements

II. Action Items

- Minutes

Motion: Sachiko Akiyama moved and Sarah Prescott seconded approval of the April 10, 2024, meeting minutes.

Vote: Yes 6, No 0, Abstain 0. **Minutes approved.**

- Student Petitions

1. Request to allow dual enrollment Spanish course to satisfy WC.

Vote: Yes 0, No 6, Abstain 0. **Petition denied.** (mnceps040924)

2. Request to allow UNH course LATN 501 & 502 Elementary Latin I & II to satisfy WC.

Vote: Yes 0, No 6, Abstain 0. **Petition denied.** (amchhs041724)

3. Request allow UNH course CEE 655: Soil Mechanics to satisfy INQ.

Vote: Yes 6, No 0, Abstain 0. **Petition approved.** (caceps041924)

4. Request to waive WC based on being born in the Netherlands. This petition was tabled 3.13.24 due to lack of information.

Vote: Yes 0, No 5, Abstain 1. **Petition denied.** (mtcola022824)

- Course Approvals - none

III. Discussion

Syllabi Compliance:

- One of our charges is to review any syllabus submitted to the committee with course approval forms, even for minor changes, for compliance. As NECHE has increased the requirements for syllabi, the committee identified more non-complaint syllabi.
- One rationale is that a syllabus is effectively a contract between instructors and students.
- Course Inventory Management (CIM) system has put all course approvals in front of Discovery and when non-compliant syllabi are identified, the proposal is “rolled back”. This has caused frustration for faculty and deans’ offices.
- With the recent passage of a Faculty Senate motion requiring compliant syllabi, there are now three reasons to request compliance: NECHE, Academic Affairs, and the senate motion.
- What is the most effective way to communicate this to faculty?
- The passage of the faculty senate motion has not been widely communicated to faculty.
- A goal was to make the requirements as easy to implement as possible. Another goal was to facilitate finding syllabi for accreditation purposes. Also, this information is important for students to have easy access too.
- A majority of syllabi are complaint, probably because of external accreditation requirement, which is required for many majors.
- Potential updates to the CIM system and a syllabus template were discussed.

Music Ensemble Faculty Senate Motion:

- Presentation to the senate won’t happen until the fall due to the senate’s full agenda.
- While disappointing, it is best practice to ensure the full senate is a part of the decision-making process.

Diversity Requirement

- The requirement has been passed by the senate and will be implemented by Discovery and the Registrar’s Office for fall 2025.
- The Diversity Committee did a great job pre-approving a comprehensive list of courses. The Discovery Committee will only need to review courses going forward.

Meeting adjourned 1:54 pm

Next meeting April 24, 2024