

Minutes from Curriculum and Teaching Committee Meeting
Thursday, January 11, 2024, at 10:00 am
Via Zoom

Those present: James Babanikos (chair), Won-Ki Moon, Myiah Hutchens, Angela Bradbery, Roxane Coche, Ted Spiker, Harrison Hove, Kasey Windels, Judy Hunter

Discussion Items

- **Rename RTV2100: Writing for Electronic Media to RTV2100: Media Writing.** The motion was approved.
- **Request a permanent course number for the RTV course that will replace VIC3001: Sight, Sound, and Motion.** This motion was tabled because there's a similarly named course in the Department of Journalism, and MPMT will consider a different name.
- **ACEJMC self-study.** The C & T Committee chair:
 - o Reminded the committee members that the first draft of the self-study is due on June 1st, and that the Committee will have a busy end of semester as we'll be analyzing many Direct and Indirect Measures at that time, including the Senior Assessment, the Internship Supervisor forms for Spring 2024, the Exit Survey, and some capstone projects evaluated by industry professionals.
 - o Thanked the department chairs for providing him with a list of the program/curriculum changes in each department since the last accreditation visit, and the rationale behind these changes; and the CORE AND REQUIRED COURSES AND SLOS tables that are required for Standard 3, Section 7 of the self-study.
 - o Asked the department chairs who haven't yet complied to submit information on the Internship Interview forms, as well as a couple of paragraphs on how the process of capstone project evaluations are conducted in their respective department.
 - o Asked the department chairs to give him a digital file with all of the awards won by undergraduate students in their respective departments since 2018, and from these we can select the top 5 major awards won by the college for each year since 2018. JOU chair Ted Spiker suggested that I talk to Randy Bennett, as he may already have this information. (I did speak to Randy, and he does have that information... so one less thing for the chairs to do!)

The meeting ended at 10:30 am. Minutes submitted by James Babanikos.