

**Minutes of the Curriculum Committee
Subcommittee on Course Evaluation**

The committee convened in Colston Hall Room 347 on Tuesday, November 24, 1998 at 3:00 p.m.

Members Present: Professors D. Gonsler, J. Ryan, M. Wenzel (chair) and Mr. A. Glasser. Professor M. Kanuck was unavoidably detained.

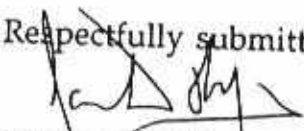
Guest: Dean Nancy Ritze

1. The minutes of November 10 were corrected as follows: Item 2 (2) Add the following three sentences.
 - 1) Is there in fact a unified grading system in English?
 - 2) How does this unified grading system compare to other departments teaching remedial courses?
 - 3) If there is a unified grading system, how do we account for the range of past rates from one section to another?

The minutes were approved as corrected.

2. Further discussion of materials presented by Dean Ritze who addressed some of the questions raised at the meeting of November 10. A list of questions concerning each area of remediation to be addressed at the meeting with department chairs on December 8 were drawn up. See attached. It was decided that at the meeting of December 8, chairs could bring other faculty as they seem appropriate to them, and that a list of questions to be answered and copies of reports from the Office of Institutional Research will be distributed to all who appear at the meeting on December 8. Additional questions will, no doubt, also arise. It is anticipated that there will be further meetings with department chairs and representatives early in the spring semester.
3. The next meeting of the subcommittee will be December 8 from 2 - 4 p.m.
4. The meeting adjourned at 4:45 p.m.

Respectfully submitted,


Dr. James D. Ryan
Secretary

c: Members of the Subcommittee
Dean Ritze
Dr. Ryan, Chair of the Curriculum Committee