**Sample Year-end Report**

**Grant Campus Curriculum Committee**

Annual Report to the Executive Committee

Academic Year 2013-2014

1. **Accomplishments**
   1. Proposals

The committee reviewed one proposal for a new one year certificate in Manufacturing Technology.

**Manufacturing Technology/Certificate Program**

This one-year certificate program is intended for students who wish to begin a career in Manufacturing Technology, update their existing professional skills, or continue on to earn an A.A.S. degree in Manufacturing Technology.

As part of the proposal review, the committee discussed the SUN Y requirement for evidence of regional employability upon graduation from the program. It appeared that potential employers may have been reluctant to imply that they would guarantee a job to a graduate of the certificate program. The evidence that was actually sought was to have potential employers acknowledge that the content of the program would be appropriate preparation for an entry level position in a specified existing job title.

* 1. SUNY Seamless Transfer requirements

In order to become familiar with the new SUNY seamless transfer requirements, the GCC invited a number of speakers to the committee meetings to update the members. Speakers included Dr. Marc Fellenz, Dr. Jeffrey Pedersen, Dr. Phil Christensen and Jennifer Browne, J.D. The GCC discussed SUNY curriculum requirements including seamless transfer, transfer paths, parallel programs at other SUNY institutions and the 64 credit hour limit for “transfer” programs with A.S and A.A. degrees.

* 1. GCC members reported back to the committee the status of the potential curriculum revisions within each department/ program.
  2. Representation on the College Curriculum Committee (CCC)

According to guidelines established by the College Curriculum Committee, the Grant Campus has four representatives on that committee; the Assembly Constitution requires that those representatives consist of members of the GCC.

Once again, the Grant Campus’ representation on the CCC was strong. In addition to the GCC co-chairs, MaryPat Takacs and Carmen Kiraly, Kathleen Burger and Joseph Gatti served as the at-large representatives to the CCC. Attendance by the Grant representatives was consistent, and we were able to make meaningful contributions to the discussion of proposals and other matters before the committee. Before each CCC meeting at which a proposal was considered, the committee co-chairs contacted members of the Grant faculty in disciplines affected by the proposal so that we could bring campus feedback to the college-wide conversation. We also were able to bring back discussions of general importance to governance to the ACC, the Executive Committee and the Assembly.

1. **Membership**

The Committee membership during academic year 2013-14 and the projected membership for 2014-15 are summarized in the following table:

|  |  |  |
| --- | --- | --- |
| **Department** | **2013-2014** | **2014-2015** |
| ADMINISTRATION | Donna Ciampa | Donna Ciampa |
| ADMINISTRATION | Kathleen Burger | TBA |
| ARTS | Janet Simpson | Jason Ramirez |
| BUSINESS/TECHNOLOGY | JoAnn Gushue | Ali Laderian |
| COMMUNICATIONS/LANGUAGE ARTS | Bill O’Connell | Bill O’Connell |
| COUNSELING/STUDENT SERVICES | Suzanne Cook | Suzanne Cook |
| ENGLISH | Joseph Gatti | Joseph Gatti |
| HEALTH AND PHYS ED | Anthony Zajac | Anthony Zajac |
| HEALTH SCIENCES | Allen Jacobs | Allen Jacobs |
| LIBRARY | MaryPat Takacs | MaryPat Takacs |
| MATHEMATICS | Larissa Samuilova | Larissa Samuilova |
| NATURAL SCIENCES | Louis Roccanova | TBA after 5/13/14 |
| NURSING | Carmen Kiraly | Carmen Kiraly\* |
| SOCIAL SCIENCES | Martha Kinney | Bill Desimini |
| STUDENT | TBA | TBA |
| STUDENT | TBA | TBA |
|  | | |
| COMMITTEE CO-CHAIR | Carmen Kiraly | TBA\*\* |
| COMMITTEE CO-CHAIR | MaryPat Takacs | MaryPat Takacs |
|  | | |
| SECRETARY | Kathleen Burger | Carmen Kiraly\* |
|  | | |
| COLLEGE COMMITTEE (elected) | Kathleen Burger | Carmen Kiraly\* |
| COLLEGE COMMITTEE (elected) | Joseph Gatti | Joseph Gatti |
| COLLEGE COMMITTEE (co-chair) | Carmen Kiraly | TBA \*\* |
| COLLEGE COMMITTEE (co-chair) | MaryPat Takacs | MaryPat Takacs |
|  | | |

\* Subject to departmental election

\*\* Another election will be held at the first meeting in the fall 2014.

**3. Goals for 2014-2015**

The committee will be reviewing procedures and the associated required documentation for curriculum reviews. It is anticipated that there may be a number of proposals submitted to the GCC in 2014-2015 to comply with the new SUNY seamless transfer requirements.

Respectfully submitted,

MaryPat Takacs and Carmen Kiraly

Committee Co-chairs