

Curriculum Committee Meeting

MINUTES

September 22, 2020

7:30-9 PM via Zoom online video meeting

Attendance: Scot Gibson, Julie Wood (co-chairs), Ann de Lancey, Maureen Pendras, Amy Rotz, David Shaner, Cara Alexandra

1. Call to order – Scot called to order.
2. Review May and July minutes – Julie. Motion: Minutes passed as written
3. Syllabus reviews – Cara
 - Intro to Child (“retrospective” syllabus review). Positive feedback. Focus on course cohesion in team teaching.
4. Course evaluations – Ann. None at this time.
5. Child admissions update, process concerns – Julie. Referred to child committee to coordinate with admissions. This committee will stay mindful of integrated functioning of committee.
6. 2020 - 2021 Teaching assignments
 - Year 1 – Ethics course needs instructor. Continued to next meeting
7. TA Committee updates, including child consulting analyst – Ann and Maureen. Meeting is tomorrow evening. Topics this committee would like addressed include: Child consulting analyst waivers, use of NPSI for consultant or TA, and increased avenues to consulting analysts. This is especially relevant this year due to the size of the core and child cohorts.
8. Leave of absence policy concerns – Ann. Feedback from CA’s is that the process does not work for them. Committee clarified policy and will be mindful of sharing this with new cohort (already done at orientation on 9/11), at CAAO, and online. Request for accommodation will be online form and offer more flexible options and is understood to be more the flavor of “informing the committee” rather than “asking permission.” Discussion about tracking by trimester versus by year. Committee discussed one person on committee functioning as “Registrar” to track CA’s as 1) fully active with no accommodation, 2) with accommodation, or 3) on a leave of absence. Scot started a spreadsheet for this.
9. Calendar review – Scot. Eliminate June meeting. New rhythm to include July meeting rather than early September/late August.
10. CA from new cohort on committee – Julie will ask a CA and Scot will ask another CA. Continued to next meeting.
11. Ann announced that she is stepping down from the committee. We expressed appreciation for her work and contributions. She provided useful feedback about adding 15 minutes to socialize at 7:15, and the benefits of Zoom meetings for ease of attendance.
12. Adjourn at 8:51- Julie

Next Meetings: October 27, November 24, December TBD

Committee Roles:

Scot – calendar, work flow and faculty letters

Julie – agendas and minutes, Child liaison

Ann – CE's, course evaluations, TA Committee liaison

Cara – CE's, syllabi reviews and feedback to instructor

Maureen – TA Committee liaison

David – Child liaison

Amy- CA year 3, Child liaison