

College for Seniors  
**Curriculum Committee**  
Minutes for January 17, 2008

Present: JoAnn Brown, Bill LaGrange, Barbara Matthies, Martha Rasmussen, Alvie Young

Ex officio: Jan Breitman, Jorgen Rasmussen

Absent: Anita Beal, Bob Rust, George Seifert

Guest: Doug Finnemore

The meeting was called to order by co-chair Phillips.

1. Phillips called for additions to the agenda. Breitman added a letter received from OASIS (see below) and committee reports from the College for Seniors Board.
- 2.. A correction was made by Breitman to the minutes from the November 2007 meeting, viz. in item 11, the date for hiring a catalog designer will be in June, not January. The minutes were approved as amended.
3. Breitman reported on enrollments for the current Winter term courses. Two courses—Indoor Plants and Poker—were cancelled due to low enrollments, since a minimum of 10 is usually required for a viable class. A total of 103 are enrolled in all courses as of this date.
4. Breitman distributed copies of a letter from OASIS, a non-profit educational organization in St. Louis. CFS had helped them pilot a course a few years ago, and they now propose a course on “The Immigrant Experience”, for which CFS would pay “approximately \$315” for materials.

Matthies was designated as shepherd/coordinator of this course, but Breitman and J. Rasmussen will first elicit more information from OASIS to determine if it is suitable for CFS purposes.
5. Breitman reported on the CFS Long-Range Planning Committee meeting of this past Monday. The following suggestions were forwarded to the Curriculum Committee:
  - Schedule more of the shorter courses, i.e. 4-week or twice a week for 4 weeks.
  - Develop an extended learning catalog of course materials.
  - Based on the popularity of the travel course this Spring, offer others in future.
  - Organize a focus group to discuss the CFS structure, course topics, etc.

- Repeat “blockbuster” courses.
  - At the last class meeting of every course, promote awareness of CFS opportunities and plans. On this point, committee members agreed to do this in the courses they coordinate; Breitman will notify Jean Meek for her course.
6. A review of plans for upcoming semesters followed.
- Some possible topics for new courses were US Presidential Campaigns (under development), Story of Railroads, and Ames Authors.
  - Fall 2008: Matthies will repeat “German Language and Culture” from Fall 2007.
  - Winter 2009: Henry Campbell will propose a course on literature.
7. J. Rasmussen explained the role of course shepherd/coordinator, as outlined by the CFS Board recently. The shepherd will submit a formal course proposal, line up all presenters (or assist the main instructor in this), and attend all class meetings of the course. Thus, in most cases, the shepherd will serve as class assistant. As recompense, the shepherd will not pay tuition for the course or any transportation fees.
8. Co-chair Wormley reminded the committee that new members are needed to replace any of the 6 who are completing their terms in June and will not be returning.
9. Breitman reported that the CFS Board has approved tuition increases for the first time in 4 years:
- an 8-week course will increase from \$55 to \$60
  - a 6-week course will increase from \$46 to \$50
  - a 4-week course will increase from \$42 to \$45
- These increased fees will begin with the Spring 2008 term.
10. Due dates for catalog copy are as follows:
- Fall 2008: May 15
  - Winter 2009: November 15
  - Spring 2010: December 15

The meeting adjourned at 3:35 PM. The next meeting of the Curriculum Committee will follow the Spring Preview, which begins at 1:30 PM in 167 Scheman on February 21.

Respectfully submitted,  
Barbara Matthies