

## Updates

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# Curricular Affairs

Weekly Update - July 1, 2013

### Syllabi:

Today's the day... syllabi have started rolling in. One request we've received is to convert all the Word documents to PDF to facilitate web posting. I am sorry I neglected to suggest saving it in this format before emailing them. For those who have already sent syllabi – no worries, we will do this conversion. If you haven't sent your syllabus already though, you might want to save to PDF before submitting. Sometimes there are minor changes in formatting that are introduced when saving to PDF, and the course teams would be better able to spot these irregularities if they happen.

If you have to submit late, please include Linda Gilmore on all submissions or correspondence. I will be leaving for a family vacation beginning July 5 and will not be able to facilitate the posting of syllabi if they are sent only to me during that time.

### Course mapping:

We're making good progress on the course mapping front. Remapping of ACPE Appendix B has been done for the P3 year and we are half done with the P2 year. Documents have been sent to course teams and we've received some back already. With this pace my hope is that we can have the complete remap done prior to the faculty retreat. I would be happy to share the results if folks want to see them at that time. I will defer to the existing retreat schedule of course, but will bring the documentation regardless so folks can see it and ask questions as needed.

Thanks everyone – this summer is going by too fast! Making good strides though!

*Dr. Rebecca Sleeper*