

**Whitehead Curriculum Committee  
End of Year Report for 2004-2005  
Lily Pemberton and Shruti Chudasama**

- I. Conducted Berryhill Feedback Survey and collected comments from suggestion boxes to give the student perspective on what facilities are needed most.
- II. Monitored and participated in focus groups for first year
- III. Helped Jay and Owen with the first year curriculum reform by giving the student feedback we received from our class, encouraging student feedback and participation in town hall meetings, and surveying our class about the new curriculum for their suggestions and concerns. We attended First Year Curriculum Task Force meetings to discuss the details of implementing and designing the new MS1 curriculum.
- IV. Participated in first year curriculum meetings to discuss new policies for the guidelines for the new curriculum, including standardization of the syllabus format, post-test exam reviews, and information about course organization that is posted online and shared these curriculum developments with the WCC members.
- V. Joined Dr. Dent and Ingersoll in discussions about curriculum reform with Kyle and Nancy

**We identified the need to work toward the following goals this year:**

- I. Network with Shatil, VP of Educational Development to make a more consistent format for focus groups to have a standard of feedback on the new curricula
- II. Work together with Kelly Swords and Manali Patel, the Senior VPs of Curriculum Affairs to address the issues of the MS3 and MS4 classes.
- III. Coordinate the Whitehead Curriculum Committee meetings to integrate and air issues that require student, faculty and staff input.
- IV. Serve as a liaison between the faculty and student body regarding curriculum issues.
- V. Lead a task force that integrates faculty and staff resources with student need to determine the specifics of the exam environment in MBRB