

**Curriculum Committee**  
**February 13, 2020**  
**Minutes**

Present: Julie Bonner, Hongtao Dang, Sayantani Mukherjee, Clem Ehoff, Michael Goerger, Maria Sanders, Benjamin White, Sabrina Juhl, Bernadette Jungblut, Trista Drake-Jones, Coco Wu, Mike Harrod, and Mark Samples.

Absent: Alexis Daggett, Scott Robinson, Heidi Henschel Pellett, and Mike Gimlin.

Guest(s): None

Meeting was called to order at 3:13 p.m.

Agenda – Maria moved to amend the agenda to add Approval of curriculum. Sabrina seconded and agenda was approved.

Sabrina moved to approve the February 6, 2020 minutes. Ben seconded and minutes were approved.

Approval log

Ben moved to approve GEOG 452 Coastal Environments; GEOG 453 Riparian and Wetlands Analysis; SAA 570 Legal Liability and Risk Management; SAA 574 Marketing and Communication in Sport; SAA 584 Mentoring of Coaches and Athletes; SAA 510 Contemporary Issues in Athletic Administration; SAA 511 Current Trends in Sport Administration; and SAA 545 Understanding the Sport Customer.

Maria seconded and proposals were approved.

Chair update - Michael met with Military Science and they are using the term program, but it is not a degree program. The curriculum is standardized across the country for ROTC. This curriculum will be coming. Military Science is talking about possibly putting a course in Gen Ed.

Curriculum deadlines - Last year we used the 2nd Friday as the deadlines. Maybe put in a deadline for new majors earlier in December, but leave other new programs in January.

Policy/procedure - Need to update the 10 days/2 week language so it is consistent.

Hold policy/procedure – Individuals need to provide a rationale or what are the grounds for the hold. It was discussed that there needs to be criteria on how the committee will make decisions. Was suggested to put in checkboxes on the form of why they are putting in the hold. Need to put in policy on what the criteria is. Define things like needless duplication, and academic rigor.

If a department is alleging duplication, they need to do a comparison of outcomes, and provide details of how it is going to be delivered in a different way. Outcomes won't always tell how it is executed in the classroom, what is the disciplinary expertise, and the committee needs to review the hold hearing process the meeting prior. How much can the committee review or enforce? What information is needed and how it will be evaluated?

Submit form and list primary points that supports their position. Originating department gets to respond with a similar form.

Michael will work on draft language for the hold hearing and bring back to the committee

## Other issues

Bernadette brought forward an issue that the BOT is now requiring a workforce needs analysis for all new programs. There are some programs that are coming through as new programs that are not really new programs and would like the committee to look at whether they need to go to BOT.

Meeting was adjourned at 5:13 p.m.