

Curriculum Committee
February 20, 2020
Minutes

Present: Julie Bonner, Hongtao Dang, Sayantani Mukherjee, Clem Ehoff, Michael Goerger, Maria Sanders, Benjamin White, Sabrina Juhl, Trista Drake-Jones, Heidi Henschel Pellett, Mike Gimlin, and Mark Samples

Absent: Alexis Daggett, Bernadette Jungblut, Scott Robinson, Coco Wu, and Mike Harrod

Guest(s): None

Meeting was called to order at 3:12 p.m.

Maria moved to approve the agenda. Sabrina seconded and agenda was approved.

Maria moved to approve the February 13, 2020 minutes. Sabrina seconded and minutes were approved.

Computer Science has provided a list of updated outcomes and Michael will send them to the reviewers to look at.

Approval log

Maria moved to approve CS 370, EET 343, ENST 461, GEOL 570, SAA 540, PHYS 342, SAA 546, SAA 586, ABS 301, ADMG 383, CRBW 493, EMS 246, ENG 329, ETSC 155, SAA 582, and Engineering Technology Minor. Sabrina seconded and motion was approved.

Review Log

Course changes

#1 ACCT 251 - Outcome #3 seems to have a word missing.

#4 DHC 140 - If placing #2 on reserve why are they keeping one in the title? Mike Gimlin will make this change. Mike had already spoken to DHC about this and just didn't get the change made.

#5 DHC 141 - This course is being put on reserve.

#10 DHC 250 – They did not give a reason for the credit reduction change. Mike G caught this error and made the change, so the department would need to give a justification.

#16 DHC 310 - Outcomes are not clear.

#17 DHC 401 Honors Capstone Seminar - Outcomes are not clear. This does not meet the policy definition of seminar. Seminar courses are typically an X99 course. Committee was okay to leave it. There are duplicate outcomes in 310/401/497. Several outcomes are included in each of these courses.

#19 DHC 497 - Do we know why the pre-req is changing? The course number changed, so that is why the pre-req is changed.

#22 ENG 263 - Outdated outcome styles. Outcome #3 and #6 outcome the verb is “learn about”.

#34 ETSC 160 - Students will in outcomes. Very specific tasks in the outcomes. This is okay.

#35 ETSC 265 - One of the assessments is to design the assessment. This should probably be design the assignments. Course description is awkward at the end. Looks like there may be too many commas. This okay.

#36 ETSC 457 - Critique is spelled incorrectly. Outcome is worded awkwardly.

#38 GEOL 504 - Outcomes. Layered with 300 level course. This is a grandfathered course.

Sabrina moved to send out ACCT 251, DHC 140, DHC 141, DHC 150, DHC 151, DHC 180, DHC 250, DHC 251, DHC 260, DHC 261, DHC 270, DHC 280, DHC 310, DHC 401, DHC 497, ENG 264, ENG 301, ENG 302, ENG 303, ENG 310, ENST 330, ENST 460, ETSC 160, ETSC 265, ETSC 457, FILM 433, GEOL 504, IEM 302, SAA 585, SAA 585, SAA 587, and SCED 511 on the review log for campus. Sabrina moved and Clem seconded. ENG 263 will be held for the next review log so the department can work on the outcomes.

New Course

#2 ACCT 310 - 38 word description.

#3 DHC 110 - Why are they repeatable courses? Michael will ask Anne about this.

#9 DHC 210 - Same issue as #3

#18 DHC 410 – In outcome #2 there is odd wording. A verb seems like it is in the wrong tense.

#32 ENST 364 - Outcomes #4 and 6 are very similar. They have the same assessment. Last learner outcome also has some wording issues. 472 is a layered course. They are trying to use one form so both will be changed.

#57 SAA 575 - Outcomes #4 starts with a period. Outcome #3 starts with “to enhance the ability to recognize”. Should probably start with recognize.

Sabrina moved to put ACCT 310, DHC 110, DHC 210, DHC 410, ENST 364, GEOL 572, MATH 103, NUTR 544, SAA 565, and SAA 575 on the review log and sent out for campus review. Clem seconded and motion was approved.

Program Change

#20 Douglas Honors College Information - Program narrative says William O. Douglas is a native of Yakima, but is actually from Minnesota.

#21 Electronics Engineering Technology Major, BS - No reason for adding the elective in the justification. Michael will check with the department.

#42 Interdisciplinary Honors Minor - Question of justification. This is okay.

#45 ITAM BAS, Information Technology Specialization - No reason for removing course IT 376.

Sabrina moved to send out the Douglas Honors College Information; Electronics Engineering Technology Major, BS; English Professional and Creative Writing; Industrial Engineering Technology Major, BS; Interdisciplinary Honors Minor; ITAM BAS, Cybersecurity Specialization; ITAM BAS, Data-driven

Innovation for IT Managers Specialization; ITAM BAS, Information Technology Specialization; ITAM BAS< Project Management Specialization; ITAM BS, Cybersecurity Specialization; ITAM BS, Data driven Innovation for IT Managers Specialization; ITAM BS, Network Administration and Management Specialization; ITAM BS, Project Management Specialization; ITAM BS, Retail Management and Technology Specialization; ITAM BS, Web and Database Administration and Management Specialization; ITAM Department Information; and William O. Douglas Honors College program changes for campus review. Maria seconded and motion was approved.

New Programs

#29 Engineering Technology Management - This is okay

#61 Science Dissemination, Certificate - Program narrative, graduation requirements refer to a different certificate name.

Maria moved to send the Engineering Technology Management and Science Dissemination Certificate s out for campus review. Ben seconded and motion was approved.

Maria moved to send Athletic Administration Specialization out for campus review. Ben seconded and motion was approved.

Maria moved to send Sports Administration Specialization out for campus review. Clem seconded and motion was approved.

Maria moved to approve the General Education program, pending the final course approvals. Clem seconded and motion was approved.

184 course topics are required to go through the committee. These need to go out for campus review. Clem moved to send these out on the review log. Maria seconded and motion was approved.

Curriculum Deadlines – There are no substantial. The committee will look to approve it next week.

Procedures manual – Michael gave the committee a draft of the procedures manual adding Hold hearing procedures. It was suggested that there be a handout out for the committee and related parties that explains the process. The deadline to provide additional information to the committee should be Noon on Tuesday the week before the hearing. This would allow the information to go out to the committee and other parties to have a chance to adequately review the material.

Curriculog issues – One the Course change form, Maria asked if the check boxes that indicate the type of change are made could be moved closer to the top of the form. . Would be nice if it was before all those changes. Markup format. The schema is the only one you can go in and out of easily while looking. Mike indicated this is not possible right now. Mike indicated all you have to do is click on the field and it will change to current.

Mike Gimlin indicated that tracking changes will be available pre-launch in a new change that DigArc is making. This should be rolling out sometime next week.

Meeting was adjourned at 4:59 p.m.