

**Curriculum Committee**  
**April 2, 2020**  
**Minutes**

Present: Julie Bonner, Hongtao Dang, Sayantani Mukherjee, Clem Ehoff, Michael Goerger, Maria Sanders, Arne Leitert, Benjamin White, Sabrina Juhl, Alexis Daggett, Bernadette Jungblut, Trista Drake-Jones, Mike Harrod, Heidi Henschel Pellett, Mike Gimlin, and Mark Samples.

Absent: Jeff Dippmann and Coco Wu.

Guests(s): None

Meeting was called to order at 3:10 p.m.

Clem moved to approve the agenda. Sabrina seconded and motion was approved.

Maria moved to approve the March 19, 2020 minutes. Clem seconded and the minutes were approved

Michael reported that in the transition between Della and Trista some of the proposals got left off the approval log. Those have been added to this approval agenda.

**Approval log**

Maria moved to approve all of the proposals that are ready for approval. Clem seconded and motion was approved.

Course changes approved: ACCT 530, ACT 550, ACCT 583, AFRO 350, ASP 465, ATM 280, CS 392, CS 426, CS 445, CS 455, CS 481, CWU 184, EDSE 410, EDSE 411, EDSE 423, ELEM 341, ENG 510, ENG 511, ENG 512, ENG 589, ENTP 287, FCL 340, FCL 535, GEOG 311, GEOL 320, GEOL 346, GEOL 351, GEOL 360, GEOL 382, GEOL 384, GEOL 423, GEOL 432, GEOL 441, GEOL 504, HIST 426, HIST 526, IEM 302, LAJ 520, MSL 101, MSL 102, MSL 103, MSL 203, MUS 610, MUS 612, MUS 613, MUS 614, NUTR 545, PSY 538, PSY, 544, PUBH 501, PUBH 524, PUH 525, PUBH 571, PUBH 572, PUBH 622, PUBH 651, PUBH 675, SAA 585, SAA 587, SCED 101, and SCM 310.

New courses approved: ACCT 498, ACCT 570, ACCT 601, ACCT 602, ACCT 603, ACCT 604, CS 526, DHC 110, DHC 210, DHC 410, EDSE 499, ENG 101A, ENG 101B, GEOL 572, MATH 398, MATH 103, MSL 101LAB, MSL 102LAB, MSL 103LAB, MSL 201LAB, MSL 202LAB, MSL 203LAB, MSL 401LAB, MSL 402LAB, MSL 403LAB, NUTR 544, PSY 438, RELS 488, SAA 565, SAA 575, STP 450, and STP 465.

Program changes approved: Applied Computer Science Minor; Biochemistry Major, BS; Business and Marketing Education Major, BS; Douglas Honors College Information; Electronics Engineering Technology Major, BS; English Professional and Creative Writing; Environmental Geological Sciences Major, BS; Ethnic Studies Minor; Family and Consumer Sciences Major, BA; Geology Major, BS; Geology Minor; Industrial Engineering Technology Major, BS; Interdisciplinary Honors Minor; ITAM BAS, Cybersecurity Specialization; ITAM BAS, Data-driven Innovation for IT Managers Specializations; 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;

ITAM MS Core; ITAM MS, Administrative Management Specialization; ITAM MS, Cybersecurity Management Specialization; ITAM MS, Information Technology Specialization; Military Science Minor; Nutrition Minor; Nutrition, MS; Physical Education and School Health Major, BS; Physics Major; Religious Studies Major, BA (50 or 60 credits); and William O. Douglas Honors College.

New programs approved: Athletic Administration Specialization; Engineering Technology Management; English MA Core; English MA, Literary Studies & Teaching Specialization; English MA, Professional & Creative Writing Specialization; English MA, Literary Studies & Teaching Specialization; English MA, Professional & Creative Writing Specialization; English MA, Professional & Creative Writing Specialization; English MA, TESOL Specialization; Enterprise Process & Systems Integration Graduate Certificate; Master of Professional Accountancy; Science Dissemination, Certificate; Sport Administration Specialization; and STEM Teaching Program.

### **Review log**

CS 111 – This course has been added to the review log. The originator sent updated outcomes. The committee reviewed the updated outcomes and they are okay. This course will go out on this Review log.

Course changes -

#4 EDF 511 - Note in justification that it was flagged for pre-requisite by Registrar. Mike Gimlin indicated that they hadn't checked the pre-requisite box and this was done by him. He made the note so that it was documented. This is okay.

#6 HED 422 – They are missing the justification for type of course and pre-requisite change. Sabrina will do the form.

Maria moved to send the course changes out for campus review. Sabrina seconded and motion was approved.

New courses

#10 NUTR 548 – There are two different sets of outcomes. The table was completely different than the displayed. Michael will email them to find out which of the outcomes are correct. Mike Gimlin indicated that Graduate Council routed it back to the originator to make these changes, but the originator just sent it back without changes.

#12 POSC 377 – The Activities are a lot more specific and are more like outcomes. The table has been edited and the outcomes are where the activities normally are. Michael will send an email on this and fix the outcomes.

#22 PSY 444 - Outcomes seem low level for a 400 level course. The content is appropriate, just maybe not the level. Maria will fill out a form.

Clem moved to send the new courses out for campus review. Maria seconded and motion was approved.

Program changes

Clem moved to send the program changes out to campus for review. Maria seconded to and motion was approved.

New Program

#14-21 - Why are they duplicating a program with winter and summer start? Mike Gimlin indicated they have to have them separate for the sequencing of courses. There are typos in the narrative “certificate” and “certification” are spelled wrong in different places.

#8 Mariachi Heritage Certificate - It seems like a lot of electives don't have anything to do with mariachi. Seems like a minor in Latin/Latino studies with just a musical component added. None of the courses are specific to the certificate. It was suggested that they could add language that the courses are approved by an advisor so they are selecting the correct courses. Michael will talk with Jason Dormady and see if can make this a little more specific to the area. Mike Gimlin wants this routed to him so he can do some formatting cleanup.

Clem moved to send out the new programs for campus review, with the exception of #8 Mariachi Heritage Certificate. Maria seconded and motion was approved.

Julie asked about the courses transfer courses that are currently being held. Michael will follow-up on them.

Chair updates – Michael hasn't heard about any curriculum that needs to get approved quickly for spring quarter.

Curriculum deadlines – The committee had approved the Curriculum deadlines for next year. When they went to the Provost Council they had some concerns. They did not like the deadlines that fall on Christmas and New Year's Eve. The deadlines for winter 2021 had already passed due to a timing issue with it getting on the Provost Council agenda. Michael updated the dates with proposals needing to be to the Registrar by May 17<sup>th</sup>. This will barely give the proposal enough time to get approved. The Provost Council meets on April 7, so would give 10 days for faculty to submit proposals. Heidi indicated the Associate Deans have concerns with the changed dates because of academic scheduling. It was suggested that next year, instead of a date to put in due 15 days after receipt. Mike Gimlin indicated there is not a way to have conditional deadlines.

Maria moved to approve the changes to winter 2021 deadlines. Clem seconded and motion was approved.

Chair-Elect nomination/election – Michael indicated that the committee needs to nominate and elect and chair-elect for next year. This individual would spend next year helping the chair and then would become chair the following year. As chair the individual attends Faculty Senate meetings. Reviews all the curriculum. Fixes minor errors in Curriculog and communicates with the originators. Handles communication and questions the committee gets.

Hold hearing – Michael indicated that the committee having something written ahead of time gives the committee a better idea of questions to ask. It was decided to ask Geology to provide a written statement by Friday, April 10. The provided information would be sent out to the committee and both parties. Participants will be asked to attend the meeting to answer questions. Each party will be given a minute to give a brief statement and the rest of the time will be answering committee questions.

Hold form revisions – Put on future meeting agenda.

Mike Gimlin indicated there approximately 25 curriculum proposals at the Registrar step that he is working through.

Michael let the committee know that the committee may need to hold an additional meeting in May if there are a number of proposals with the winter deadline.

The committee will be going back to meeting on the first and third Thursday and will not be meeting next week.

Maria moved to adjourn. Meeting adjourned at 4:43 p.m.