

**Curriculum Committee
Minutes
January 12, 2017**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Michael Groeger, Maria Sanders, Jon Fassett, Bruce Palmquist, Ginny Blackson, Linda Hoff, Rose Spodobalski-Brower and Lene Pedersen

Absent: Kathy Whitcomb, Jeff Stinson, Mike Harrod, Ethan Bergman and Michele Reilly

Guest(s): None

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

Ginny moved to approve agenda. Michael seconded and agenda was approved.

January 5, 2017 minutes - Change Gunny to Ginny under those present. Bruce moved to approve the January 5, 2017 minutes. Jon seconded and minutes were approved as amended. 1 abstention.

Review of January 5, 2017 log

Course Change, reactivation or conversion #71-#127

78, 79, 80, 78-98 (pending clarification of the levels), 101, 102, 104-110, 113, 118

#78 BUS 301 - The justification only mentions a change to course type. There appears to be other changes. Rose indicated that they are changing what department this course belongs to. There is no way in Curriculog to indicate this type of change. This is okay.

#79 CHEM 383 - Justification should have matched all of the changes. This is okay, they did address all the changes.

#80 CHEM 383LAB - Kinetics is still mentioned in the course, but they indicated in CHEM 383 that they were taking out kinetics. Need to clarify this with department.

#100 EET 312 - Assessments are all copy and paste. The assessments are the same for multiple courses. EET271 - 433 #99-108. Changing description, but their also changing pre-req & co-req as well as course type. Justification says there was a description change but is identical to the current description. Changing to lecture-practice from lecture.

#108 EET 433 – The outcomes are below course level.

#109 ET 487 – There are several outcomes that are not measurable and the outcomes and assessments are not aligned. Does not appear to be at the 400 level, and identical for last 4 outcomes.

#110 EET 488 – The issues are the same as EET 487

#112 - 113 assessments are the same across outcomes.

#115 GEOG 485 – Does not justify type of change. Several outcomes are not measurable.

#118 PUBH 310 - Both pre and co req are required. Rose indicated they can have both. This only creates issues if they are lab and require for both courses. Low level outcomes. Small group discussions are not necessarily assessments.

Course deletions - PED 139

#71 - 127: Course changes -

Coco moved to approve #71 – 98, #78 (pending a complete justification) and #80 (pending clarification of including kinetics in the description) to the review log. Bruce seconded and motion was approved.

Jan moved to approve #99 – 127, 115 (pending resolution) and #118 (pending learner outcomes). Coco seconded and motion was approved.

Jon moved to approve deletion of #128. Bruce seconded and motion approved.

Chair updates – Teri gave a report to Faculty Senate on Wednesday. She highlighted the number of proposals the committee reviewed fall quarter (88) and that the committee is reviewing 128 proposals at the first January meeting. She reminded faculty that departments and/or programs need full approval before recruiting students. She indicated that full approval depends on what type of proposal it is. Teri will be meeting with Bernadette Jungblut next week to get some clarification on NWCCU expectations, is policy/procedure current and defining degrees. Teri indicated that the stake holders meeting with science and teacher education went well regarding the STEM minor. Both the COTS & CEPS Dean have been working together to initiate changes to 5-50-080. Teri indicated she would like to see the STEP minor curriculum while policy is being considered to make sure there aren't issues with the curriculum.

Curriculog issues - Rose brought forward an issue regarding the formatting of the narrative. We used to have a guideline for the narrative. Provost had Registrar send catalog copy to all departments to correct errors. Narratives are getting all different formats. If departments have changes to grade or GPA requirements they are making them go through Curriculog. Would like to see that next year that narrative proposals have formatting guidelines. Rose also talked about that if a course changes pre-fix the

course fees don't transfer with the course. They will need to submit a new course fee proposal. Maria brought forward a concern from Marji Morgan regarding the approval of courses outside of the department. Department chairs end up with emails indicated they need to approve a course outside of their department without any contextual information on why.

Policy 2-50-060 - The committee made some wording changes to this policy. They decided they want to wait for additional information after Teri meets with Bernadette Jungblut.

Meeting was adjourned at 4:45 p.m.