

**Curriculum Committee
Minutes
February 8, 2018**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Maria Sanders, Jon Fassett, Bruce Palmquist, Maura Valentino, Scott Robinson, Mike Harrod, Ginny Blackson, Rose Spodobalski-Brower and Michael Johnson

Absent: Michael Goerger, student representative, Jeff Stinson and Sathy Rajendran

Guest(s): None

Meeting was called to order at 3:15 p.m.

Coco moved to approve the agenda. Bruce seconded, and agenda was approved.

Bruce moved to approve the February 1, 2018 minutes as amended. Toni seconded, and minutes were approved.

Review log

New programs

#13 Film Production Minor needs to have FILM 216, 217, 221 courses approved prior to course.

Bruce moved to put #12 BA Film & #13 Film Production minor (pending course approvals) on the review log. Jan seconded, and motion was approved.

Program Change

#4 MS Experimental Psychology needs the PSY courses that are on the log as well.

Maria moved to put #4 MS Experimental Psychology, #5 Family and Child Life Core, #6 BS Family and Child Life, Child Life Specialization, #7 BS Family and Child Life, Family Science Specialization, #14 Master of Music and #17 Graduate Music Department on the review log. Maura seconded, and motion was approved.

New courses

Maura moved to put #2 ENG 456 (pending changes to outcomes), #3 ENG 556 (pending change to outcomes), #20 PSY 588, #24 RUSS 451 (pending changes to outcomes), #27 SPAN 160 (pending using appropriate form including assessments), #29STP 307C (pending changes to outcomes) on the review log. Maria second, and motion was approved.

#2 ENG 456 - outcomes have student will demonstrate an understanding of. Not measurable 1, 3 and 5.

#3 ENG 556 - same as ENG 456

#24 RUSS 451 Outcomes 1 and 2 are not measurable.

#27 SPAN 160 Didn't use learner outcomes and assessment form and the assessments are missing.

#29 STP 307C - Outcomes demonstrations understanding of and #3 and 5 are not measurable. The committee recommended that the lettering and numbering be cleaned up in the future.

Course Changes

Jon moved to put #1 ABS 110, #8 FCL 405, #9 FCL 416, #10 FCL 417, #11 FCL 418, #15 MGT 382, #16 MIS 446, #18 PSY 510, #19 PSY 586(pending changes to learner outcomes), #21 PUBH 310, #22 PUBH 370 (hold for program and changes to outcomes and assessments), #23 PUBH 448, #25 SCED 101, #28 STP 300 on the review log. Maura seconded, and motion was approved.

#1 ABS 210 Teri edited the description removing "and" to make it 35 words.

#9 FCL 416 - 45 word description Teri emailed the originator and they are fine with suggested edit. Teri put in the different description.

#11 FCL 418 Teri corrected the spelling of "receive".

#16 MIS 446 Teri corrected the outcomes.

#19 PSY 586 - #3 and 5 are not measurable. Demonstrate an understanding of.

#22 PUBH 370 This needs to be put on hold to wait for program. They copied and pasted the assessments. Low level for a 300-level course.

Chair updates

General Education proposal change passed through Faculty Senate yesterday. There is a lot of work for the General Education Implementation Task Force (GEITF). The policies passed through Senate with amendments. This needs to be re-reviewed next year on variable topics. Departments expressed concern about the length of time for variable topics to make it through the curriculum process.

Graduate Studies brought up streamlining curriculum again. The graduate curriculum committee isn't meeting regularly.

Curriculog issues – Rose indicated that there were some issues with Curriculog when they changed Curriculum Committee agenda administration. All of the agendas for this

academic year have been lost when they removed Linda from the administration. Rose will not be here next week but will be back on February 22nd.

Mike Harrod asked why the resources for the Library an approval level for new programs are. Ginny talked about the process the Library goes through. They talk with departments about what library resources they might need, what accreditation requires and then talk with them about the costs.

Rose indicated that as of January 1st there are 276 proposals in Curriculog that will still need to go through this committee.

Mike brought up an issue with individuals outside of a department that are able to launch or edit proposals. The curriculum committee can edit, but others should not. There should be a way to keep individuals from launching curriculum that are not affiliated with the department.

Teri talked about the meeting that she had with Gail Mackin, Rose, Linda, Cody and Janet about the support for this committee. Teri talked about developing an electronic review form that someone could fill out at the meeting and put the emails of the two reviewers, so the originator can respond to them directly. This way they can get those emails sent out at the end of the meeting. A new email was developed FSCurriculumComittee@cwu.edu.

Meeting was adjourned at 4:50 p.m.