

**Curriculum Committee  
Minutes  
February 9, 2017**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Maria Sanders, Bruce Palmquist, Ginny Blackson, Linda Hoff, Kathy Whitcomb, Mike Harrod, Rose Spodobalski-Brower and Lene Pedersen

Absent: Michael Groeger (excused), Jon Fassett (excused), Jeff Stinson, Ethan Bergman, and Michele Reilly

Guest(s): None

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

Ginny moved to approve the agenda. Coco seconded and agenda was approved as presented.

Jan moved to approve the February 2, 2017 minutes. Maria seconded and minutes were approved.

POSC 411 - American Indian Politics – The department chair has been in communication with Teri asking about the status of this course. The department is taking it off reserve. Ginny moved to do an emergency approval of POSC 411. Jan seconded and motion was approved. This will go out on the next log.

Review log

Course Change -

Coco moved to put #30-34 (Dance prefixes; DNCE 135; DNCE 136; DNCE 137; DNCE 138), #36-37 (FCS prefixes), and #41 (RTE 420) on review log. Bruce seconded and motion was approved.

#26 ANTH 311 – The proposal says has pre-req but does not have one listed. Removed ANTH 110/110Lab. Need to include learner outcomes. This is okay.

#27 ANTH 312 - This is okay

#28 ANTH 313 - This is okay

#29 ANTH 412 - Pre-req is checked. Removing ANTH 313

#35 FCL 492 - Hold for layered FCL 592 course.

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#38 HED 318/NUTR 318 - Outcomes need to be higher for 300 level course. Assessments are copied and pasted across all outcomes.

#39 PUBH 480 - Hold for layered PUBH 580 course.

#40 RTE 351 - Are the outcomes high enough and needs justification clarification. Lecture and practice course type clarification.

Toni moved #26, #27, #28, #29, #35 (pending layered course 592 approval), #38 (pending higher level outcomes), #39 (pending layered course 580 approval), #40 (pending outcomes, justification clarification and type of course). Bruce seconded and motion was approved.

Chair updates - School of Graduate Studies and Research sent an email to Teri regarding policies and issues with curriculum. Teri will about it further with Ginny, Rose and Linda.

Curriculum issues – Maria brought forward a concern from her department regarding the amount of curriculum that is outside of a department that the department chair is being asked to approve. Because the course is cross listed or effects programs within their department, the department chair is on the approval list, but may not know why they are being asked to approve a course outside their department. Rose indicated that there are a lot of mistakes coming through on proposals. Mike Harrod indicated there should be clear delineation and job duties for each reviewer at each level. Chairs and accountable for this type of information on proposals, Associate Deans are accountable for these types of information or at least should be instructions. May need to send a reminder to faculty that outcomes and assessments are being put in catalog. The committee will work to improve the examples. It was suggested that maybe a timeframe be created when outcomes have to be revised. Mike suggested the committee develop a more objective review process for the committee. It was suggested that completeness, accuracy, quality and policy are the things the committee looks at.

Policy 5-50-080 - Ginny moved to approve the policy pending agreement by the originator. Bruce seconded and motion was approved.

Meeting was adjourned at 4:59 p.m.