

**Curriculum Committee
March 4, 2021
Minutes**

Present: Julie Bonner, Hongtao Dang, Sayantani Mukherjee, Clem Ehoff, Michael Goerger, Maria Sanders, Arne Leitert, Benjamin White, Lizzie Brown, Jessica Thompson, Bernadette Jungblut, Trista Drake-Jones, Coco Wu, Mike Harrod, Kurt Kirstein, Sydney Thompson, Mike Gimlin, Mark Samples, and Arturo Torres

Absent: Mark Meister

Guest(s): None

Meeting was called to order at 3:09 p.m.

Ben Moved to approve agenda. Michael seconded and motion was approved.
Clem

Clem moved to approve February 25, 2021 minutes. Lizzie seconded and motion was approved.

Approval Log

#36 German Studies Minor needs to continue to be paused, as well as the Liberal Studies program. The rest are good to be approved. ELEF 322 Culturally Responsive Teaching;

Clem moved to approve course changes: COM 204 Radio Studies; COM 205 Radio Production Skills; COM 304 Radio Programming Application; COM 404 Radio Ratings and Revenue; COM 462 CentralNewsWatch Management; COM 464 Nonfiction Multimedia Storytelling; COM 466 Investigative Journalism; CIM 466LAB Investigative Reporting and Writing Lab; CWU 184 PADstone (Practice and Delivery); EDSE 495 Practicum; EDSE 499 Seminar; ELEF 212 Introduction to Teaching in Elementary Schools; ELEF 322 Culturally Responsive Teaching; ELEF 324 Educational Technology for Elementary Classrooms; ELEF 332 Instructional Design and Assessment; ELEF 426 Ethics and Educational Law for Elementary Teachers; ELEF 472 Classroom Management for Elementary Teachers; ELEM 323 Learners and the Learning Environment; ELEM 331 Foundations of Teaching Literacy; ELEM 333 Inclusive Teaching; ELEM 342 Teaching Elementary Science Inquiry; ELEM 351 Writing Assessment and Instruction; ELEM 353 Teaching Elementary Social Studies; ELEM 443 Teaching in Linguistically Diverse Classrooms; ELEM 471 Elementary Education Capstone; ENG 330 African American Literature; new courses: EXSC 460 Muscle Physiology; program changes: Apparel Design minor; Apparel, Textiles and Merchandising Major, BS; ITAM MS options; Media and Journalism BA, Large Plan; multiple CTE; multiple FCL; Social Services Major, BS; Social Services Minor or Certificate; Sociology Major, BA; Sport Management BS, Sport Coaching Specialization; new programs: Apparel, Textiles and Merchandising, BS, Fashion Marketing Specialization; Engineering Technology and Management shared core; Engineering Technology and Management MS, Construction Management Specialization; Engineering Technology and Management MS, Engineering Technology Specialization; Entertainment and Lifestyle Writing Certificate; Media and Journalism BA, Small Plan; Social Science Research Tools Certificate on the approval log. Ben seconded and motion was passed.

Review Log

Course changes

#2 ASP 305 Accessibility and User Experience - Description looks like a list, but has periods instead of commas. Could we recommend "Course covers issues of accessibility in everyday quality of life experiences, models of disability, disability etiquette, changes in laws and attitudes toward inclusion, and current careers requiring competence in troubleshooting accessibility. Course will be offered every term."

#3 ASP 325 Universal Design – Outcome and assessment formatting. Outcomes are not in our box format. At the end it says all of these outcomes will be accessed using"

#4 ASP 435 Accessible Information Design - Description looks like a list, but has periods instead of commas. Could we recommend "Course covers standards for creating structured information to support accessibility, and research and theories of accessible information. ASP 435 and ASP 535 are layered courses; a student may not receive credit for both. Confusion with the pre/co-requisites. Mike G indicated there isn't a discrepancy with the pre/co-requisites and Mike explained conversations with the originator.

#5 ATM 492 ATM Practicum – In outcomes they refer to students using his or her language. Appropriate to change it to their, to be inclusive and more of the standard now. Maria will contact originator.

#9 COM 478 Advanced Newspaper Editing – Course is going on reserve. Proposal doesn't have any outcomes in it. That is okay since it is going on reserve.

Ben asked if there is a way catch courses that don't have outcomes. Bernadette indicated that we do need to have course outcomes publically available for accreditation purposes. Bernadette indicated she can provide a list of courses from the 20-21 catalog that currently do not have outcomes in the catalog. Michael Goerger suggested the committee could create an outcome only course change form in Curriculog that could go through a quicker approval process.

#10 ELEM 292 Lab I: Exploring Elementary School Environments – Does not explain the reason for the change.

#12 ELEM 392 Lab II: Culture and Society – Some of them give a reason for the change, and others just a list of the changes. There are a number of courses, so it looks like it they put it in some and not others. Mike Gimlin indicated they are cross-listing some courses, and Elementary Education is deconstructing some requirements to make it easier for the students to get through the program.

#13 ELEM 492 Practicum I: Instructional Design – Same as 392

#23 PSY 315 Psychology in the Schools – Low level outcomes. Last reviewed in 2012. It would be good for the department to update the outcomes.

Lizzie moved to send course changes out for campus review. Ben seconded and motion was approved.

New course

#7 CAH 398 Special Topics: Research in the Arts and Humanities – Don't think this is a special topics course. Think the originator wants to create a variable topic course. Mike Gimlin talked with the department and they want to try out the format using the special topics first and then make it permanent if it works. Second to last outcome uses the term "finding aid". Lizzie indicate this refers to how to find things in archives. Lizzie will work on more appropriate language for this outcome for the department to consider. Assessment is the same across all the outcomes. Suggested outcome language: Identify appropriate primary, secondary, and tertiary materials in the library and online, and be familiar with using finding aids.

Lizzie moved to send CAH 398 out for campus review. Sayantani seconded and motion was approved

Program changes

#6 Business Analytics I minor or Type B Certificate – They didn't select a certificate type. There is a second proposal for Business Analytics II that is still at Registrar step. This is a Type B proposal. Wording in schema is confusing. Department approved electives, no more than five credits can be shared with any other academic program. Mike Gimlin indicated students have to pick unique courses from their business major. They could only have five credits that overlap with their major.

#16 Elementary Education Major, BAEd – Adding and deleting courses, and have credit changes. Seems to be a gap in their justification for changes. This is to correct hidden pre-reqs.

#24 Spanish Major, BA – Students should know that about the fact that concentrations are not going to appear on their degree and will not be formally recognized. Both of these concentrations are 20 credits and they could make them specializations. Maria will reach out to them and see what they think about changing these to specializations. Okay to include on the review log. Will send it out again, if they change this to be specializations.

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

New programs

Julie moved to send out the new programs for campus review. Ben seconded and motion was approved.

Program Discontinuation Policy/Procedure

This policy and procedure may need to be reviewed by UFC.

C. b. difficult to assess. Faculty sufficiency did not meet the standards. For those with specialized accreditation. Enrollment trends is another metric. Program no longer meets accreditation standards.

Language to specify that as soon as a program submits a proposal to discontinue a program, the student enrollment should be put on hold.

The information should be made available to the campus community in Curriculog.

NWCCU Teach Out Policy is contained here: <https://www.nwccu.org/wp-content/uploads/2020/07/NWCCU-Procedures-to-Close-a-Program-Branch-Campus-or-Institution.pdf>

Michael Goerger will go through the procedure for the next meeting to help clarify some of the language.

The committee will review the revised policy next week.

Gail Mackin and Kurt Kirstein will be the two designees for the Provost to review Curriculog proposals for the Provost step.

Mike Gimlin he is working with a department to strip out pre-requisites in a wholesale fashion. Would this be okay to put in one bulk proposal if the pre- requisites being taken out are the same? There was some concern that the committee might miss courses that need outcomes.

Meeting was adjourned at 5:00 p.m.