

**Curriculum Committee
Minutes
December 1, 2016**

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

Absent: Jeff Stinson, Ethan Bergman, and Michele Reilly

Guest(s): Barry Donahue

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

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

Ginny moved to approve the November 17, 2016 minutes. Coco seconded and minutes were approved as presented.

November 17 approval log

Human Resource Management Minor #2 has been withdrawn by the department.

Ginny moved to approve the Entrepreneurship Minor #1. Michael seconded and motion was approved.

New courses - #8-11 Ginny moved to approve #8 -11 (BIOL 528, ANTH 460, PUBH 513 and ASP 498). Coco seconded and motion was approved. #3-5 (ASP 305, ASP 325 & ASP 365) will be sent back to department for changes at the department's request.

Special topics #12 ATM 398 - Maria moved to approve #12. Ginny seconded and motion was approved.

Course change

#13-14 CS 370 & TH 556 Ginny moved to approve #13 & #14. Coco seconded and motion was approved.

Holds -

PUBH 413 and BIOL 428 - Ginny moved to approve PUBH 413 and BIOL 428. Maria seconded and motion was approved.

ETS 339 - Ginny has reviewed what the department sent back. She has gotten this back twice and outcomes have not changed and the assessments continue to grow and now incorporate outcomes. Ginny moved to deny this proposal and have the department start over. Maria seconded and motion was approved.

MUS 484 – The reviewers are okay with the changes. Michael moved to approve MUS 484. Maria seconded and motion was approved.

Review Log

Program or Narrative Changes

#1 MS Athletic Administration - Ginny moved to send this back to the department and ask them resubmit this as a new program and delete current program. Coco seconded and motion was approved

New courses

#2, 3 & 4 ASP 435, ASP 490 & ASP 492 - Department has requested that they be sent back to the department to make changes. #2 recommendations to further define guidelines in the outcomes and assessments. Maria moved to keep #2, 3 & 4 on the review log pending resolution of identified changes. Michael seconded and motion was approved.

Course Change

#5, 6, 7 -

#5 FCL 405 – Course is okay.

#6 FCL 438 - justification only referees to prefix and does not address other changes. Committee decided this is okay.

#7 FCL 440 - Course is okay.

Michael moved to keep #5, 6 & 7 on review log. Maria seconded and motion was approved.

Chair updates - Teri met with Natalie Lupton and Jennifer Lipton today. They have similar concerns about outcomes and assessments on graduate course proposals. One of the suggestions was to make the strikeout copy easier or more accessible. Rose indicated they have requested that the tracking always stay instead of going away after looking at it. Natalie & Jennifer also requested an ex-officio member on Curriculum committee. Teri will invite Natalie and/or Jennifer to the January meetings.

Subcommittees – Teri asked Ginny to work with Michael and Coco on policy and procedure drafts to bring to the committee.

Curriculog – Rose indicated there will be a number of proposals in January. Linda will publish the agenda each Monday in December to add new items. Rose indicated they have updated the language for the 35 word limit in course description. It is bolded and says the description cannot exceed 35 words. PeopleSoft has a limit which is why this is done. Impact report is the honor system and there is no way to save it and insert into the program proposals.

Meeting was adjourned at 5:01 p.m.