Present: Anne Marie Fiorer, Andrea Wheeler (recorder), Tim Bigelow (chair), Bill Dilla, Mack Shelley, Ann Marie VanDerZanden (Vice-provost, ex officio),

Guests: representing the proposed Masters in Property Development program and the proposed new PhD in Veterinary Medicine.

I. Call to Order [Minutes recorder:Andrea Wheeler]
II. Approval of Minutes of 3 October, 2017 moved, seconded, approved unanimously
III. Announcements

VII. Committee Reports:

A. FS Curriculum Committee – Jacobson No report
B. Academic Standards and Admissions Committee – Peters No report
C. Outcomes Assessment Committee – Vengrin Diversity/International Perspective
D. Student Government – Not present

V. Unfinished Business: Diversity/International Perspectives Renewal returned to committee.

VI New Business
Recommended Syllabus Statement on Student Needs
Recommended statement on student needs was approved by committee via emails. Anne Marie VanDerZanden voiced some concern about it being included in the syllabus document for classes, as syllabus is a specific academic document, and suggested as an alternative it could be placed on the new learning platform Canvas as an announcement, or could it be on a CELT page and a hand-out. Disability accommodation is on the syllabus, and also harassment information but this information is not of the same category and does not have the same requirement. Committee approved for a recommendation to put the students need information on syllabus. These statements are not mandatory. All of the statements on syllabus are advisory. Discussion continued to examine the possibility of the CELT website hosting the recommendations, and links placed in syllabus. It was suggested that faculty is unlikely to hand-out syllabi now to whole classes. The syllabi will be most likely on the Canvas platform so posting it on canvas may be an sensible option. Moreover, it was suggested that it is at mid-term that students may most need this information. Email vote was positive for these recommendations. Anne VanDerZanden will work with the students. Further recommendations could be brought up as a “Good of the Order”.

PhD Program on Veterinary Preventive Medicine
Statement was made by a representative for the new program. Questions were raised about numbers likely for enrollment. Faculty voted 7 in favor none opposed.
Masters in Property Development
Questions raised about the online delivery of the classes. Faculty voted, all in favor, none opposed.

Prerequisite Policy Proposals
Proposal seeks to improve language about prerequisites and have better language in catalog. The question is are they necessary or recommended? The problem is administrative and with administrative drops. Clear policy is needed; engineering is one of the biggest hit by confusion over prerequisite policy. If prerequisites are not really prerequisites Faculty must endeavor to make them recommended. If a proposal enforces this, then students understand they cannot enroll on courses which are too much for them. This must become part of the culture. Faculty can always wave the prerequisite. Motion moved, 7 in favor no opposed.

Clarification of Satisfactory Performance Upon Return to University
All approved this proposal as it offers returning students a “clean slate” from which to excel in their studies.

VIII. Adjournment. Committee adjourned at 3.00 pm