Faculty Senate Curriculum Committee Minutes March 7, 2013

1:10-2:00 pm, Room 107, Lab of Mechanics

Meeting called to order at 1:12PM

Present: Robert Wallace (RW) LAS, Curt Youngs (CY) CALS, Zach Bauer (ZB) GSB, Bill Dilla (BD) BUS, Doug Jacobson (DJ) ENG, Jan Thompson (JT) Chair, Char Hulsebus (CH) Registrar, Diane Rupp (DR) Registrar, Judy Strand (JS) Grad College, Cameron Campbell (CC) DSN

Review of Agenda

Approval of Minutes from February 21 2013 (attached, thanks, Bill!) Minutes moved for approval by RW seconded by CY, with editorial changes, carries unanimously

Unfinished (Old) Business

1. Program name change requests being held for college votes before forwarding to AAC
   
   JT reported that we approved and moved forward.

2. Subcommittee task updates

   A. Website (Jan, Sherri)
      
      JT reported that we are waiting for tech assistance

   B. Proposed new course form (Curt, Rob, Jared, Char)
      
      Thanks to Char's help moving along. CH -- reported that we will have something to look at when Leepfrog is complete. RW -- asked if we will get to review it as it develops before implementation. CH -- it will be built on skeleton of course form. JS asked if non-major graduate credits will come through this system or go to graduate college. RW noted Issues of course credit for graduates at 300 level. Approve by graduate faculty, CY -- what is X-course approval process regarding non-major graduate credit? It was discussed that the Grad college should be informed about this. Have to vote for policy if we decide to have a policy. No vote taken at this time. CH -- software rejected if not approved. Will have demo.

   C. Procedures for proposed changes flow chart and Table 10.8 (Pat, Judy, Cameron, Alex, Char)
      
      It was discussed to show the curricular process flow.
Significance. That this is a teaching aid for people to understand flow. Bypassing things we don’t need. Sub-committee will create master flow chart, then a flow chart for each activity. JS offered to put in graphic in Visio (If it works). BD -- We want pictograms of how it works. It was decided that we will not be creating the actual website, just a graphic that can be used or put in the website.

3. Follow up on desired policy changes in response to Early Credit Task Force - Jan, Judy to draft language

          JT – not done yet. Will wrap up by end of term.

4. Concurrent MBA programs - Doug to draft language for FSCC to send memo to IT

          DJ – no progress

New Business:

1. Revisit policy on course credit changes/reapportionment (Curt)
   Current requests
       JT- took care of at last meeting.

   Long-term likelihood of splitting lecture-lab courses to offer on-line versions of courses
       CY – Expressed concern about process of changing 3 credit courses from all lecture to partial lab and potentially splitting as a course. Historically lab sections in course. 2-2 format, interest in separating the two.. (1) 2-0 and the other (1) 0-2. To provide opportunities for transfer students. X-course changes. Format change. CY-- Are we hard and fast to June rule? JT – yes we stick to the rule for major changes to a course, especially for fundamental changes. CY -- Decided to modify x course with new lab x course for this particular circumstance.

2. Course proposal(s) coming forward in conjunction with new Master of Design in Sustainable Environments program (Cameron)

        CC – presented the 2 new master programs in the College of Design to get feedback on “consultation”. RW—Recommended that we obtain letters of acknowledgement. However, if we had consultation in the process of making/approving the master degree programs and the classes are the same as listed in that process, then we don’t need to do more consultation, just cite the previous consultation. Just important to note that consultation took place. College of Engineering had issue with general language about consultation that took place before. Any indication that there was consultation, then it needs to happen. On the X course form, footnote of
consultation attach proof. RW – suggested that we contact Environmental science – Bill Crumpton and provide memo of understanding.

JT—Suggested that DSN should look at list of courses – contact all those classes we listed that may be similar or have overlap. Memo from each of those that potentially overlap.

3. Catalog Review/Update

    CH- they are behind. Approving pages, software update is slow. Available by end of next week. March 18th to publish. RW- asked about June 1st deadline. If we can publish the College deadline. CY – rather not publish college deadline as these may need to be modified particular to your college. No decision was made about advertising a deadline.

4. Uniformity in catalog content with respect to course instructors (should they be removed from catalog?) (Curt)

    No time to address

5. Request from Economics (and elsewhere) to consider a means of "enforcing" course pre-requisite compliance

    No time to address

6. Committee commendations to bakers extraordinaire

    JT – Expressed gratitude for the treats “Hear, hear!”

Meeting adjourned at 2:04PM

Remaining meeting dates for spring semester are: March 28 (107), and April 4 (107) and 18 (104), all 1:10-2:00, Lab of Mechanics.

Meeting Minutes Prepared by Cameron Campbell