Faculty Senate Curriculum Committee Minutes
October 29, 2013

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

Present:  J. Thompson (chair), J. Danielson (VET); B. Dilla (BUS), S. Hendrich (CHS), J. Strand (GRAD), R. Wallace (LAS), E. Ward (GSB), C. Youngs (CALS),
Absent:  C. Campbell (DSGN), D. Holger (Provost); C. Hulsebus (Registrar), D. Jacobson (ENG), D. Rupp (Registrar),

Chair Thompson called the meeting to order at 1:15 p.m. The minutes of the 15 October 2013 FSCC meeting provided by Hendrich were reviewed. It was recommended to change “M. Finance” to ‘Master of Finance’ to clarify the degree being referenced (= M. Fin.) in the Business College report description. A motion was received from Youngs, second by Danielson, to approve the minutes as amended. Motion passed unanimously. There was also brief discussion regarding the presentation of the minutes, and whether to not only include the committee members present, but also list those absent from the meeting. By general agreement, the present-absent list will be included in the minutes.

Chair Thompson announced that the revised FSCC web site has “gone live” with some additional pages to be updated in the near future. The FSCC web site has a new format, and has many more links to relevant curricular information than the previous site had.

The members of the Committee are reminded to send the ending dates of your committee appointment to Sherri Angstrom if those on the FSCC web site are not correct.

Unfinished Business:

Subcommittee tasks were briefly reviewed and the status quo of recent developments were presented. The new on-line experimental course form system is still being revised by the software provider; no additional updates are available at this time (….but not for Char Hulsebus’ lack of trying to get this project completed!).

Wallace presented the FSCC with a draft of the proposed ‘Academic Program Approval Voting Form’ so the committee could provide feedback on the content and presentation of the form, and comment on whether the information requested is sufficient. Several suggestions for improvement were received and will be incorporated into the next iteration of the form to be brought back to the committee at the next meeting.

New Business:

1. Dean’s Signature/Initials on Experimental Course Forms:

The question was presented regarding the need to have dean’s approval signature/initials on the current experimental course form. The submitted forms are occasionally received without dean’s approval, and the consensus of the discussion is that these approvals are needed to be certain that deans are aware of the
development of the new courses in their units. (Similarly, signatures of department chairs are also needed to assure they are aware of their responsibility to staff the new course.) It was agreed that forms received by the Registrar’s Office that are incomplete or unsigned should be returned to the program/college to obtain the necessary approvals, prior to re-submission even if it means slowing down progress of the proposal. This situation will (hopefully) become moot as we move to the on-line system.

2. Review of College Curriculum Reports:

GRADUATE COLLEGE CURRICULUM REPORT (re-visited from previous meeting)
- The Committee reviewed the revised Graduate College report; no concerns were raised.
- Motion to approve report by Youngs, second by Hendrich. Motion approved unanimously (6-0)

COLLEGE OF DESIGN CURRICULUM REPORT (presented in absentia for C. Campbell)
- The Committee reviewed the DESIGN report; no concerns were raised.
- Motion to approve report by Hendrich, second by Danielson. Motion approved unanimously (6-0)

COLLEGE OF VETERINARY MEDICINE CURRICULUM REPORT
- Danielson presented the CVM report. The Committee reviewed the report and made the following recommendations:
  a. Revise listings for VDPAM 402 and 420 with respect to multiple “lettered” sections
  b. Revise text for ‘Significant Trends’ to update for present year report.
  c. Add Table X (Excel file) to summary/justification for new courses.
- Motion to approve report as amended to the satisfaction of the Chair by Wallace, second by Dilla. Motion approved unanimously (6-0); report is approved pending revisions.

COLLEGE OF AGRICULTURE AND LIFE SCIENCES CURRICULUM REPORT
- Youngs presented the CALS report. The Committee reviewed the revised report; no concerns were raised.
- Noted that the ‘Food and Society Minor’ is still pending. Can be mentioned in this report as a forthcoming minor. (Also can be included in the CHS report.)
- Motion to approve report by Hendrich, second by Dilla. Motion approved unanimously (6-0)

The group collectively thanked Professor Youngs for the tasty “caloric upload” we experienced at the meeting.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Rob Wallace
College of LAS