

## MINUTES

### CURRICULUM COMMITTEE College of Letters and Sciences Meeting of April 25, 2013

Call to Order. Chair of the CCC Committee, Elizabeth Hachten called the meeting to order at 2:18 p.m. in Laurentide 4120.

Present: Ellen Davis, Jolly Emrey, Chair- Elizabeth Hachten, Angela Harlan, Deb Heiber, Sarah Hessenauer, Paul House, Margo Kleinfeld, Pilar Melero, Carolyn Morgan (attending for Elizabeth Olson), Molly Patterson, Steve Sahyun, Trudi Witonsky, Joan Fox-Drake, Secretary. Absent: Paul Adogamhe, David Cartwright, Paul Gregory, Ellen Jilek (Student Rep), Matt Winden, Elizabeth Olson, Ellie Schemenauer.

1. The minutes of April 11 were amended to correct Paul House did not attend. Davis/Sahyun moved to accept the minutes as amended. Approved unanimously.

2. Announcements:

A. The latest draft of the curricular schedule was passed out (see attached). Chair Hachten emphasized to not wait until the materials due deadline to submit proposals, to get proposals in early; to tell faculty earlier due date. This is really, really important.

B. There is a push to share new Programs with other Colleges. Chair Hachten requested to give Joan Fox-Drake or herself a heads up if they are coming. Also to consult with our office regarding which forms to use so everyone can be efficient.

C. Jolly Emery's term of service on the UCC is ending. A request for someone else to serve in this role was extended. Paul House graciously accepted to serve.

D. CCC Members' terms will be reviewed at the first CCC meeting in the fall.

3. Math and Computer Science

A. Pre-Req and Course Description changes - COMPSCI 347 Scientific Computing Harlan/Sahyun moved to approve 3A. Sahyun made a motion for a friendly amendment to add to "with a C or better" to the new PreReq. It will read Prerequisite: MATH 253 with a C or better or consent of the instructor". Motion passed unanimously.

4. Physics

A. Change in Major – Physics Engineering Emphasis (BA/BS)

B. Change in Major – Physics Industry Emphasis (BA/BS)

C. Change in Major – Physics Graduate School Emphasis (BA/BS)

Sahyun/Emrey moved to pass 4 A, B, and C. Motion passed unanimously.

5. Social Work

A. Pre-Req Change - SOCWORK 402 - Social Work Research Hessenauer/Patterson moved to pass 5A. Motion passed unanimously.

## 6. Old Business

A. Discussion took place about whether to keep the College of L&S Change in BS degree requirements proposal, relating to statistics courses, on the UCC agenda or table it at the UCC meeting. Chair Hachten also explained the BS degree is owned by the College. Degree changes are determined by the CCC. Questions were raised regarding who advises this Committee? How will the CCC be able to judge the equivalency of statistics courses? What process and guidelines will the committee use? Discussion focused on several possibilities: 1) creating an *ad hoc* advisory group made up of faculty from all disciplines who teach statistics to assist the CCC when necessary. 2) Using one of the current statistics courses as the model for when approving other statistics courses (such as MATH 230 or 231). 3) Have statisticians identify a model syllabus and have the CCC review it as soon as possible. CCC Members should consult with their departments regarding this issue. It will be discussed again in the fall.

B. Chair Hachten handed out a draft of the guidelines for writing intensive courses (excluding the framing language that has not yet been finalized). A full report will be shared in the Fall. Suggestions were made to edit # 1 to read "Integral to the course". Should #2 be #1? Davis raised the question about passing with a D grade. Regarding #6, Small class sizes: the intent is not to raise the class size. GENED 390, World of Ideas, is capped at 30. Freshman Comp class sizes are already high, however smaller than at other institutions. Information was shared about the writing mentors program. Peer mentors are assigned to specific courses; they can't grade, however they are used as peer support. Student mentors are only paid for time when interacting with students. Chair Hachten noted that Shane Staff, Instructional Program Manager in Multicultural Affairs/ Student Success, directs the program and that interested faculty should contact his office. A suggestion was made to have a mentor workshop either sponsored by the Learn Center or L&S.

7. Adjourn. Moved, seconded (Witonsky/House) and carried, meeting adjourned at 3:18 p.m.

Respectfully submitted,

Joan Fox-Drake  
L&S Curriculum Secretary