

MINUTES

CURRICULUM COMMITTEE College of Letters and Sciences **Meeting of September 4, 2014**

Voting Members present: Paul Adogamhe, David Cartwright, Ellen Davis, Ted Gimbel, Angela Harlan, Paul House, Donald Jellerson, Margo Kleinfeld, Elizabeth Olson, Manuel Ossers, Zach Oster, Adam Paddock, Steve Sahyun, Matt Winden, and Jim Winship Non-voting Members present: Elizabeth Hachten, Chair; Deb Heiber, Advising; Joan Fox-Drake, Secretary
Absent: Nick Pedriana, Sociology; Matt Winden, Economics

The meeting was called to order at 2:05 p.m. in the Madison Conference Room, LT 4120.

1. Approval of April 24, 2014 Minutes (handout at meeting). Chair Liz Hachten clarified that the proposal regarding the Change in Name of Chicano Studies area within Race and Ethnic Studies, did not need curricular action.

Ossers/Cartwright moved. Motion passed unanimously.

2. Announcements

- a. CourseLeaf update (see letter j)
- b. Introductions of CCC Members. Welcome new Committee Members!
- c. Chair Hachten reviewed the calendars with due dates. The UCC is meeting during Winterim, but the CCC is not. Please don't wait for deadlines to turn in proposals.
- d. There are some issues with the CCC website.
- e. Chair Hachten will not be attending the next CCC Meeting, Sept. 18
- f. The comprehensive curricular calendar/curriculum schedule is found on the UCC website. There is a link to the UCC site at the bottom page of the CCC website.
- g. Chair Hachten explained the process for submitting proposals. See the Curriculum Flow Chart on the CCC website.
- h. Guidelines for the CCC will be approved next meeting
- i. CourseLeaf Update: Faculty/staff are testing the demo Sept. 10-24 and will give feedback to Greg Cook's office.
- j. Chair Hachten asked that CCC Members share this link with their colleagues and get feedback. <http://www.uww.edu/registrar/course-catalogs> Click on "Undergraduate and graduate (2014-2015) **NEW**". It will bring you to this site: <http://uww-public.courseleaf.com/>. On the sidebar, click on Undergraduate Catalog. Use the sidebar to navigate; it is like an index. Choose College of Letters and Sciences. Look around into the 5 boxes at the top. For example, choose Programs of Study, click into a course and an information bubble comes up with pre-req's, etc. listed. Please provide feedback to Maureen Vandervest and Jodi Hare in the Registrar's Office.

3. History

- a. New Course – HISTRY 341/WOMENST 341 African Women's History (Fall 2015)
Paddock/Schemenauer moved. Motion passed unanimously.

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4. Political Science
 - a. Change in Major- Public Policy and Administration Major (Summer 2015)
Gimbel/Paddock moved. Additional information is needed. Gimbel/Paddock tabled the proposal.

5. Action Item
 - a. Change in L&S Policy to allow BA/BS students to declare an Education minor.
Deb Heiber presented the action item; discussion followed regarding the wording of the action item. Request for all departments to check their Education Minors within the next two weeks. Tabled until next meeting.

6. Old Business
 - a. Continue discussion on the Leadership Minor.
The main questions that arose were regarding the credentials and hiring of faculty in the dept. Deb Heiber described position proposed by the Military and hired by the Chancellor; position rotates within 5 years. Relationship of courses to LEAP goals: they have a new program to create LEAP goals; and the definition/inclusion of upper division coursework in the minor. Invite Military Science instructors to the Oct. meeting.
 - b. Request for departments to provide info on minors.
Discussion regarding allowing students to major/minor in the same dept. what's allowable? Majoring and Minor in the same department is already allowed at the discretion of the department. Examples include Social Work/Human Services minor; G&G/Environmental Studies; Liberal Studies/Philosophy/Religious Studies. The English program in L&L plans to allow students to combine Creative Writing with a Literature or Professional Writing program. Majoring and minoring in the same department should not be allowed if there is a significant overlap in required courses; in addition, the programs should be structured so as to avoid the need for personalization

Margo Kleinfeld shared there is an ENGLISH 371 Scientific Writing under development. Ellen Davis, Biology would like a heads up; Donald Jellerson to find out timeline.

Deb Heiber spoke about the 1 credit seminar courses relating to the introduction to majors within departments. Master Advisors suggested organizing a group to share ideas/have discussions with the various departments about the 1 credit seminars. Please contact Deb Heiber for more information.

7. Adjournment- Olson/Harlan moved to adjourn the meeting at 3:06 pm

Respectfully submitted,
Joan Fox-Drake, Secretary