

L&S College Curriculum Committee

MINUTES

Thursday, September 7, 2023

2:00 PM

Laurentide Hall 4012

CCC website: <http://www.uww.edu/cls/curriculum-committee>

CourseLeaf: <http://www.uww.edu/acadaff/facstaff/courseleaf>

Roll Call:

Voting members present: Paul Adogamhe, Ellen Davis, Rocio Duchesne, Olivia McLaughlin, Ted Gimbel (co-chair), David Havas, Wesley Hough, Jessica Bonjour, Donald Jellerson, Zach Oster, Adam Paddock, Yamin Ahmad, Ellie Schemenauer, Nathan McGovern, Sheila Turek, Jeannine Rowe

Voting members absent: Martin Tchernookov

Non-voting members present: Susan Johnson, co-chair, Kara Meissen, Deb Connelly, Mary Pratt, Peggy Strong

Non-voting members absent: (none)

Guest: (none)

Ted Gimbel called the meeting to order at 2:02 p.m.

A. Approval of April 20, 2023 Draft Minutes

1. Ellie Schemenauer moved to approve, seconded by Adam Paddock. Vote passed unanimously with no objections and six abstentions.

B. Announcements

1. Introductions
2. Approval of BSE changes by DPI-Susan Johnson explained all DPI changes from last year were approved. CoEPS is contacting all students involved to let them know about the changes.
3. Curricular changes:
 - Opportunities to review curricular changes on AAR. Susan explained that the RO is contacting departments for feedback on changes in curriculum. Please review these as soon as possible. Members agreed the RO should send this information to department chairs in addition to proposers.
 - U-Rock GenEd designation are problematic in CourseLeaf since the update. This issue is being worked on. It is not impacting WINS or the AAR.
4. Other (none)

C. Miscellaneous

1. Review and approval of 2023-24 CCC guidelines
 - Zach Oster moved to approve the 2023-2024 CCC Guidelines, seconded by Ellen Davis. Wesley Hough had a question about the history of question number one. The history is uncertain.
2. Other administrative action: Name Change of Languages & Literatures to Literature, Writing, and Film
 - Jeannine Rowe moved to approve the new department name of Literature, Writing, and Film, seconded by Sheila Turek.

- Donald Jellerson explained the name change as a representation of the department better to reflect the constituents following World Languages and Cultures becoming a stand-alone department.
- Vote passed unanimously

D. CHEMISTRY

1. Program deactivation: [LSBACHEMS ACHEMANAIN: Chemistry-Analytical/Instrumental Emphasis \(BA/BS\)](#)
 - Zach Oster moved to approve the D-1 program deactivation, seconded by Adam Paddock.
 - Jessica Bonjour explained that the reason is low enrollment.
 - Vote passed unanimously

E. WORLD LANGUAGES AND CULTURES

1. Course revision: [ARABIC 141: BEGINNING ARABIC I](#)
2. Course revision: [ARABIC 142: BEGINNING ARABIC II](#)
3. Course revision: [ARABIC 251: INTERMEDIATE ARABIC I](#)
4. Course revision: [ARABIC 252: INTERMEDIATE ARABIC II](#)
 - Sheila Turek moved to approve E 1-4, seconded by Donald Jellerson.
 - Ted Gimbel explained the proposal is to change the grading basis to student option. This better aligns with other courses in the department.
 - Susan Johnson made grammatical edits during the meeting as requested by the committee.
 - Sheila noted an errant comma in the justification on 141.
 - Zach Oster explained that UW-W is based on a 15-week semester, and hours should be 60 direct and 120 indirect. This is a new and UW-W specific change. Susan edited effective terms during the meeting.
 - Vote passed unanimously
5. New course proposal: [SPANISH 380: SPANISH IN THE UNITED STATES](#)
 - Jeannine Rowe moved to approve E5, seconded by Sheila Turek.
 - Zach Oster explained that this course is cross-listed with Latinx 380. New to CourseLeaf: Submitting two proposals is no longer necessary unless the courses are cross-listed. If it is dual listed, then it is necessary to submit two proposals.
 - Ted Gimbel agreed to confer with the proposer to ensure that the pre-req in the proposal matches the one in the syllabus.
 - Ellen Davis asked about adding “In the USA” to the 25-character abbreviation for clarity. Sheila agreed. The committee agreed.
 - Vote passed unanimously

F. Discussion

1. CourseLeaf updates
 - If a department offers a 296 pr 496 main-shell course, special topics are entered in another form. This goes in the “Propose new special topics” area. When assigning a letter designation, avoid using letters such as X (learning communities), W (online only), P (pathway), and Z (CBL) as these letters represent other things.
 - The special topics deadline has closed but proposals can still be submitted. The deadline

was September 1.

- The Five-Day Review Hold has been discontinued. This was an old and inefficient process.
- Program proposals: Unique requirements are in their own area now.
- Blue dot with a box around it: This shows something is being edited or in process.
- If you start a proposal and need to shred it, Becky Pfeifer can do this.
- The program proposal can now tell you which course numbers are currently in use, which will be helpful in selecting course numbers.
- New changes are in green and double-underlined. This is done for red/green color blindness because it was impossible to differentiate between red and green when both had a single underline.
- “Does this require consent?” This refers to instructor consent for the course.
- “Planned Typical” offerings: Add “Fall/Spring.” This is very helpful to advisors. This information will populate in WINS.
- Nathan McGovern noted that Asian Studies 232 courses have disappeared and are no longer listed in the catalog. Susan let the committee know this is a known issue, and it is being worked on.

G. Adjournment

Wesley Hough moved to adjourn the meeting, seconded by Yamin Ahmad at 2:55 p.m.

*Respectfully submitted,
Mary Pratt, Secretary*

Minutes approved 10/19/2023