The Faculty Senate Courses and Curricula Committee met at 2:00 p.m., Wednesday, October 19, 2016, in Room 129 Himes Hall.

Present: John Hopkins (Chair), Emily Batinski, Lawrence Rouse, Lawrence Smolinsky, Daniel Marin, Hyojung Park, Jim Ottea
Guest Representative: Andrea Abad (OUR), Clay Benton (OUR), Michael Pasquier (PHIL), Stacia Haynie (HSS), Elizabeth Melvin (CHE), Becky Caire (HSS)

I. Courses:

- Approved 4 course changes. (See Attached)
- Conditionally approved the proposals to add:
  - MGT 4430 ADD MANAGING ACROSS CULTURES (PREVIOUSLY RETURNED PROPOSAL)
  - MGT 4830 ADD STRATEGIC LEADERSHIP (PREVIOUSLY RETURNED PROPOSAL)
    - Both syllabi need to have a minimum of 9 hours of out of class expectations. The form did not have a check for either graded or pass/fail. As the syllabus states this is a graded course, please verify this and we will check the appropriate box on the cover sheet.
  - HRE 4901 ADD GLOBAL LEADERSHIP- What is the cohort of students that will take this course and where will this fit into a curriculum?
  - UNST 3001 ADD INTERNSHIP (PREVIOUSLY RETURNED PROPOSAL) - The committee has a few minor changes that will need to be made to clarify the proposal and syllabus. If you intend to offer it to the student more than once, this will need to be in consistent throughout the proposal and be mentioned in the catalog description (ex: “may be repeated for up to 6 hours”). In the chart in the proposal, the first row needs to be scratched because the second row is correct for this course. Under “the hour experiment” remove the line that states “90 clock hours” and change to 135 and this section will be correct. The committee would like to see the contract between the student and the instructor and what the instructor expects. The 20% grade that will be determined by the supervisor is not allowed. The supervisor can have input, but the instructor of record should make decision on the grade. The statement of “the student should not work more than” under the clock hours chart should read “the student should not work less than.”

- Conditionally approved the proposals to change:
  - CHE 2171 CHG CHEMICAL ENGINEERING FUNDAMENTALS: MATERIAL AND ENERGY BALANCES - The syllabus needs corrections. The current syllabus for this course can be updated by adding in the components of how the lab will be graded and include a list of what the labs will cover. The graded component should show what is coming from the lecture and what is coming from the lab portion of the course.
  - CHE 2176 CHG NUMERICAL METHODS AND PROGRAMMING FOR CHEMICAL ENGINEERS - The graded component needs to be updated to reflect the lab.
  - CHE 3171 CHG INTRODUCTION TO DESIGN AND PROCESS SAFETY - Just a sentence or two in the justification on why the change was made and that is not a new course.
  - EDCI 3381 CHG EARLY CHILDHOOD CURRICULUM- The justification on this proposal was confusing. The committee was unable to determine where the changes to the other courses where the lab component was already removed. The justification should also address the changes to the prerequisites. The graded activities for this course need to include descriptions in the syllabus. There should also be a justification for why this course does not have a final exam.
  - EDCI 3383 CHG ASSESSMENT AND PLANNING FOR REFLECTIVE INSTRUCTION: EC- This proposal has many similarities to EDCI 3381. The committee was unable to determine where the changes to the other courses where the lab component was already removed. The justification should also address the changes to the prerequisites. There should also be a justification for why this course does not have a final exam. There are components on the graded activities that have no points behind them.
  - KIN 2999 CHG INTERNSHIP IN LEISURE, RECREATION AND SPORT- This proposal needs additional information in the justification and syllabus. For the justification it should address the changed pre-reqs, the change from pass/fail to letter grade, and the changed from 6 hours to 3. The committee would like to see the syllabus changed to include the descriptions of the graded components. The syllabus should make it clear that the instructor of record will be assigning the grade and not the supervisor of the
internship. It should also include how these internships will be acquired (either by the student or assigned by the department). The committee also would like to see the contract between the department and the student that will be used.

- **BIOL 4015 CHG CONSERVATION BIOLOGY** - The syllabus needs to include the disability statement. Discussion needs to be recitation in catalog statement.

- Conditionally approved the proposals to drop:
  - **CHE 2162 DRP INTRO TO COMPUTER MODELING AND SIMULATION OF CHEMICAL ENGR SYSTEMS** - Approved pending final approval of CHE 2171, 2176.

II. Curricula:
- Approved 3 curricular changes, 1 curricular adds, and one curricular drop. (See Attached)
- Conditionally approved the proposals to change:
  - **CHE CURR CHG CHEMICAL ENGINEERING CURRICULUM CHANGE** - Approved pending final approval of CHE 2171, 2176, 3171.
  - **PK3CT CURR CHG EARLY CHILDHOOD EDUCATION-PK-3 TEACHER CERTIFICATION** - Pending an email from PK3CT to PSYC and back stating that 25-30 students is acceptable for the Psychology Department.

III. Graduate Proposals:
- Approved 1 graduate program add. (See Attached)
Courses/Curricula Approved at the 10-19-2016 Meeting

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Graduate Proposals

| GRAD | CERT | ADD | GRADUATE CERTIFICATE IN ARCHIVAL STUDIES |