Minutes of the meeting of January 25, 2013

Present: Bohnhoff, Brighouse (via Skype), Brown (until 1:00), Green, Ingham, Johnson, Miller, Murphy, Rahko, Seidenberg, Vanderwal Taylor, Wilkerson

Absent: (none)

The meeting began at 12:03 p.m.

1. Consent item – Minutes of the December 14, 2012 meeting were approved.

2. The committee started discussion about whether to recommend to the University Committee that a standing university curriculum committee be established. The committee in general supports proposing a university curriculum committee, and will continue discussion next month, which will include addressing some concerns about course proposal review.

3. Motion by Brighouse, second by Seidenberg to endorse the UW-Madison Policy on Independent/Directed Study for Undergraduates with the following suggestions:
   - Specify a minimum number of meeting times between student and faculty during the semester, so long as the specification is not overly prescriptive.
   - “Should” and “shall” are used throughout the document. Committee recommends that, if they haven’t already done so, the creators of the document review the document to ensure intended use of “should” and “shall”, as the meanings of the two words are very different.
   - Create an automated mechanism to prevent instructors from supervising more than 40 credits of undergraduate instruction in directed study per instructor per semester.

   Unanimous approval.

Brown departed.

4. The committee discussed seminars in the context of the UW-Madison credit policy (https://kb.wisc.edu/vesta/page.php?id=24558); there is not a common definition of a seminar on this campus. The discussion will continue at next month’s meeting.

Summary of actions on course proposals, below. One course (Languages & Cultures of Asia 800) was conditionally approved. All other course proposals were approved, with clarification requested on Gender & Women’s Studies 360 and the four new course proposals from Human Oncology.

   **Course Proposals for Review – New Business**

The following nine proposals are for the Arabic, Persian, and Turkish Language Immersion Institute (APTLII) summer language immersion program and should be considered as a group (African 327, 427, 527; LCA LANG 328, 329, 428, 429, 528, 529).

5. African Languages & Literature/ Lang & Cultures Of Asia – Lang 327 - Elementary Summer
Immersion Arabic
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

6. African Languages & Literature/ Lang & Cultures Of Asia – Lang 427 - Intermediate Summer Immersion Arabic
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

7. African Languages & Literature/ Lang & Cultures Of Asia – Lang 527 - Advanced Summer Immersion Arabic
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

8. Lang & Cultures Of Asia – Lang 328 - Elementary Summer Immersion Persian
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

9. Lang & Cultures Of Asia – Lang 329 - Elementary Summer Immersion Turkish
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

10. Lang & Cultures Of Asia – Lang 428 - Intermediate Summer Immersion Persian
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

11. Lang & Cultures Of Asia – Lang 429 - Intermediate Summer Immersion Turkish
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

12. Lang & Cultures Of Asia – Lang 528 - Advanced Summer Immersion Persian
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

13. Lang & Cultures Of Asia – Lang 529 - Advanced Summer Immersion Turkish
Type of proposal: New course
Staff note: Proposal has the support of International Studies
Action: Unanimously approved

14. Gender And Women’s Studies 280 - Honors Seminar: Studies in Gender, Sex, and Sexuality
Type of proposal: New course
Action: Unanimously approved

15. Gender And Women’s Studies 360 - Online Internship in Gender and Women's Studies
   Type of proposal: New course
   Action: Unanimously approved, with a request to clarify course number (syllabus lists 662)

16. Human Oncology 681 - Senior Honors Thesis in Human Oncology 1
   Type of proposal: New course
   Action: Unanimously approved, with a recommendation that the department clarify standards for grading and credit assignment.

17. Human Oncology 682 - Senior Honors Thesis in Human Oncology 2
   Type of proposal: New course
   Action: Unanimously approved, with a recommendation that the department clarify standards for grading and credit assignment.

18. Human Oncology 691 - Senior Thesis in Human Oncology 1
   Type of proposal: New course
   Action: Unanimously approved, with a recommendation that the department clarify standards for grading and credit assignment.

19. Human Oncology 692 - Senior Thesis in Human Oncology 2
   Type of proposal: New course
   Action: Unanimously approved, with a recommendation that the department clarify standards for grading and credit assignment.

20. Lang & Cultures Of Asia – Lang 800 - Methods, Theories, & Professional Development in Asian Humanities
    Type of proposal: New course
    Action: Conditionally approved, upon receipt of a revised syllabus that shows what constitutes an A, AB, B, BC, C, D, F. For example, A=93-100%, AB=88-92%, B=83-87%, BC=78-82%, C=70-77%, D=60-69%, F=0-59%. (or if the course will be graded on a curve).

    Type of proposal: New course
    Staff note: In addition to approvals from all crosslisted units, the proposal has support from Chemical & Biological Engr, Civil and Environmental Engr, Computer Sciences, Engineering Physics, Engr Professional Development, Industrial & Systems Engr, Mathematics, Medical Physics, Nuclear Engineering, Physics, School of Medicine and Public Health, Statistics. The following units were also contacted but have not replied as of 12/20/12: Astronomy, Atmospheric & Oceanic Sciences, Chemistry, College of Letters and Science, Geological Engineering, Materials Sci and Engineering.
    Action: Unanimously approved

22. Mathematics 228 - WES Calculus Supplement
    Type of proposal: New course
23. Neurological Surgery 699 - Neurosurgery: Directed in Study in Research  
   Type of proposal: New course  
   Action: Unanimously approved

24. Pharmacy Practice 657 - Seminars in Pediatric Pharmacotherapy  
   Type of proposal: New course  
   Action: Unanimously approved

25. Political Science/International Studies 667 - Contentious Politics  
   Type of proposal: New course  
   Staff note: International Studies approved proposal  
   Action: Unanimously approved

Course Proposals for Review – Old Business

26. Kinesiology 355 - Socio-Cultural Aspects of Physical Activity  
   Type of proposal: New course  
   Note: Proposal was deferred in November because of reviewer absence.  
   Proposal was deferred in December. The committee asks that the department address the following concerns:  
   1) The committee requests more information about the qualifications of the instructor. It would also be helpful to see the instructor’s c.v.  
   2) What is the long-term plan for the course; will an adjunct always teach this course or will faculty take over teaching of the course?  
   3) The committee is concerned about the academic rigor of the course.  
   Once the department submits a response, the committee will be notified. Department response:  
   1) Forthcoming  
   2) Instructor is a full-time member of the department’s academic staff  
   3) Forthcoming  
   Motion: Course approved by a vote of 7 yes, 3 no, 1 abstention.

Bohnhoff departed.

27. Slavic (Slavic Languages) 892 - Apprenticeship in Writing  
   Type of proposal: New course  
   Note: The committee deferred this proposal at the December meeting. While the committee is favorable toward the proposal, it requests that the department clarify the following:  
   1) How is this course different from independent study?  
   2) How does this fit into the graduate program?  
   3) Is the purpose to provide more time for students to prepare work for publication, or is it to offer supervision for feedback on writing?  
   4) Is this a way of accounting for faculty time?  
   5) Does the department intend to have multiple faculty members teach this course, or will there be one designated faculty member?  
   Response from the department (Judith Kornblatt): SL892 is an integral part of our new
graduate curriculum. Along with SL891, it will serve an important role in the professional development of our advanced graduate students and, as such, is distinct from our two current independent study courses at the graduate level: SL699 and SL799. It will be an opportunity for an advanced student or dissertator to develop writing /beyond/ the level of a seminar (or independent study) paper, and work one-on-one with a faculty member on the entire publication process. All faculty members will be eligible to teach this course, and it is our assumption that a student will choose to work either with the original instructor of the seminar or with her/his advisor. It is part of our attempt to professionalize our program, and to provide "value-added" in our national and international profile. A dedicated number for this course will allow us to audit the enrollment over time, separate from our more general independent study courses. This will enable us to assess the success of our professional development curriculum.

Response from L&S curriculum committee on 12/14/12: I am reminded that this proposal was an essential element for several changes to the Slavic Graduate program which were approved by the L&S Curriculum Committee some time ago. Because changes in program requirements are not the province of Divisional, the committee is likely unaware of the articulate rationale provided for this course. For that reason, I have attached the L&S Curriculum Committee's approval and the proposal approved. (Also, we should let you know that the L&S Approval has been communicated to the Graduate School, which has not - as far as I know - expressed any concern about the role this course is intended to play in graduate level education.)

Action: Unanimously approved.
Course Proposals - Consent Agenda

Consent agenda was unanimously approved.

28. Curriculum and Instruction 676 - Bilingualism & Biliteracy in Schools
   Type of proposal: Change in credits

29. Dance/Music 241 - Music Fundamentals for Dancers
   Type of proposal: Change in prerequisites
   Note: Both Dance and Music have approved the proposal

30. Envir St 600 - Environmental Studies Certificate Seminar
   Type of proposal: Change in title

31. History 474 - European Social History, 1830-1914
   Type of proposal: Change in course description

32. History 600 - Advanced Seminar in History
   Type of proposal: Change in description

33. Industrial and Systems Engineering 315 - Production Planning and Control
   Type of proposal: Change in prerequisite

34. Kinesiology 116 - First Aid
   Type of proposal: Change in title, course description

35. Pediatrics 814 - Advanced Practicum in Genetic Counseling
   Type of proposal: Change in credits, course description

36. Pharmaceutical Sciences 623 - Pharmacology III
   Type of proposal: Change in credits, course description, prerequisites

37. Physical Therapy 642 - Research Practicum
   Type of proposal: Change in repeatability

38. Social & Administrative Pharm 911 - Conference of Research Workers
   Type of proposal: Change in title

39. Social & Administrative Pharm 912 - Conference of Research Workers
   Type of proposal: Change in title

The meeting adjourned at 2:13 p.m.