Agenda of the meeting of November 8, 2013 from 1:00 pm to 3:00 p.m.
67 Bascom Hall

Expected Present: Bohnhoff, Brighouse, Brown, Green, Ingham, Marker, Miller, Murphy, Rahko, Seidenberg, Taylor, Wilkerson

Expected Absent: none

1. Consent item – Minutes of the October 11, 2013 meeting (available in My WebSpace)

Course Proposals for Review – Old Business

2. Art Department 338 - Service Learning in Art
   Action from October 2013: Deferred – The committee requests that the department provide clarification about the instructional nature of the course (it is listed as field study, seminar and discussion which is not a viable combination), explanation and information about several issues related to credit hours including repeatability, maximum and minimum credits allowed, instructional contact hours, assignments and evaluation and resolve discrepancies between the proposal form and the sample syllabus.
   Update: Proposal has been revised and resubmitted

3. Art Department 393 - Internship in the Arts
   Action from October 2013: Defer. The committee requests clarification about credits and standards of evaluation. The committee’s concerns for 169-393 are largely the same as the concerns for 168-338. The syllabi for the two courses appear to be largely the same. The course proposal form indicates that this is to be a 1-4 credit course but the syllabus says it is a 2-3 credit course. If this is to be a variable credit course, need to clarify the rationale for this. Also need to clarify the overall credit rationale, it is insufficient to say that the federal guidelines will be followed.

4. English 407 - Creative Writing: Nonfiction Workshop
   Action from October 2013: Unanimously deferred a decision on this proposal until further feedback is received from the department. There is a lack of an explicit requirement concerning student/instructor contact hours. While the syllabus refers to individual conferences there is no structured requirement for the number or length of these meetings. For each writing project how much time will be spent in consultation with the instructor?
   No Action Taken since 10-11-13

5. Collaborative Nursing Program 447 - Leadership and Management
   Action from October 2013: Unanimously deferred a decision on this proposal until further feedback is received from the department. The descriptions in the draft syllabus of the course content and basis for grading were not very robust. Consequently, it was difficult to determine whether the course was really a 3 credit course. The department needs to provide more information about the content of the course, topics covered (including time spent per topic), assignments, grading etc.
   Update: Syllabus has been revised and resubmitted

6. Kinesiology 325 - Group Development and Behavior Management
   Action from October 2013: Unanimously deferred a decision on this proposal until further feedback is received from the department. The proposal lists the class as a 3-credit LAB/LECTURE. The number of contact minutes per week is greater than would be expected for a 3-credit lecture ... but
less than the number required for a 3-cr lab. The justification for the number of credits - describes
the course as if it were a straight lecture. (not a combined Lab/Lecture.) Since the number of
minutes is not strictly consistent with either a lab or a lecture the question is:

1) Is this class intended to be a straight lecture? (not a lecture/lab combination?)
2) If the class is intended to be a straight lecture - then I think the proposal is fine.
3) If the discrepancy in meeting minutes has to do with the fact that the course is actually being
proposed as a combination lab/lecture ... then the approximate number of minutes dedicated to each
of those two modes of instruction should be delineated.

No Action Taken since 10-11-13

7. Kinesiology 371 - Methods of Teaching PK-12 Dance and Gymnastics
Action from October 2013: Unanimously deferred a decision on this proposal until further feedback
is received from the department. This proposal lists the 3-credit course as a LAB. As a lab - we
would expect to see a minimum of 4500 min/semester of contact time. (i.e., 1500-2250 per each
credit of lab) However, the description provided in the justification notes "two hours of lab time and
60 minutes of online content delivery" per week. That written description sounds like 1 credit of lab
and 1 credit of lecture. The syllabus, however, notes "Two 180 minute labs per week" - which
would equate to 6 hours per week of lab - which would translate to a 3-credit course. What then of
the additional online content described in the form? Was this a cut-and-paste mishap? (i.e., was the
text in the justification intended for a different course?

Update: Credit hours revised in both proposal and syllabus to "Two 120-minute labs and 60
minutes of online content delivery weekly (e.g., lectures, podcasts, video)." Course components
also adjusted to include lecture and lab

8. Kinesiology 372 - Methods of Teaching PK-12 Educational Games and Fitness
Action from October 2013: Unanimously deferred a decision on this proposal until further feedback
is received from the department. This proposal lists the class as a 3-credit LAB/LECTURE. In the
justification, the course is described as "two hours of lab time and 60 minutes of online content
delivery" per week. The schedule on the syllabus provided, however, describes "Two 180 minute
labs per week". Should this be a straight "Lab"? Can the form and/or syllabus be corrected so that
they match?

Update: Credit hours revised in both proposal and syllabus to "Two 120-minute labs and 60
minutes of online content delivery weekly (e.g., lectures, podcasts, video)." Course components
also adjusted to include lecture and lab

Action from October 2013: The questions for this course are mainly around the credit hour
information provided for KINES 371 and 372. There was an assumption that there was to be some
similarity or continuity between the three courses based on similar format and sequential
numbering. Depending on the resolution of issues for the other two courses it is possible that no
changes are required for this proposal but the committee wants to allow for the careful review of the
three courses in case there is reason to make changes to all three for continuity purposes.

Update: Reconsider based on changes made to KINES 371 and 372

10. Kinesiology 525 - Nutrition in Physical Activity and Health
Action from October 2013: Must ask for Nutritional Sciences comment

No Action Taken since 10-11-13

11. Social Work 100 - Making a Difference: Professions that Change the World
Previous action: Unanimously deferred a decision on this proposal until further feedback is received
from the department. The committee requests that a new title be proposed which would more
accurately reflect the content detailed in the proposal and syllabus. Specifically, there was concern
that using the phrase "Professions that Change the World" may be misleading. Additionally, the committee recommends that the proposal further justify how the course and objectives being taught connect to the discipline of and current offerings in Social Work.

No Action Taken since 10-11-13

   Action from October 2013: Unanimously deferred a decision on this proposal until further feedback is received from the department. The committee requests clarification about the credit justification for a 3-credit course, and questions about the grading and modular nature of the course.
   No Action Taken since 10-11-13

Course Proposals for Review – New Business

13. Art Department 470 - Special Topics in 4D Art (Taylor)
    Type of Proposal: New Course

14. Art Department 531 - Screen Performance (Taylor)
    Type of Proposal: New Course

15. Art Department 570 - Advanced Topics in 4D Art (Taylor)
    Type of Proposal: New Course

16. Atmospheric & Oceanic Sciences 102 - Climate and Climate Change (Brown)
    Type of Proposal: New Course

17. Biochemistry 100 - Biochemistry Freshman Seminar (Green)
    Type of Proposal: New Course

18. BSE 270 - Introduction to Computer Aided Design (Marker)
    Type of Proposal: New Course

19. BSE 464 - Heat and Mass Transfer in Biological Systems (Marker)
    Type of Proposal: New Course

20. Computer Sciences 506 - Software Engineering (Ingham)
    Type of Proposal: New Course

21. Dairy Science 234 - Dairy Herd Management II (Ingham)
    Type of Proposal: New Course

22. Economics 701 - Microeconomics I (Green)
    Type of Proposal: New Course

23. Economics 702 - Macroeconomics II (Green)
    Type of Proposal: New Course

24. Economics 704 - Econometrics I (Seidenberg)
    Type of Proposal: New Course

25. Economics 705 - Econometrics II (Seidenberg)
    Type of Proposal: New Course
26. Economics 706 - Econometrics III *(Seidenberg)*  
Type of Proposal: New Course

27. Economics 708 - Microeconomics II *(Green)*  
Type of Proposal: New Course

28. English 413 - English Words: Grammar, Culture, Mind *(Murphy)*  
Type of Proposal: New Course

29. English 425 - Medieval Romance *(Brighouse)*  
Type of Proposal: New Course

30. English 613 - TESOL: Pedagogical Grammar I *(Miller)*  
Type of Proposal: New Course

31. English 614 - TESOL: Pedagogical Grammar II *(Miller)*  
Type of Proposal: New Course

32. English 615 - TESOL: Pedagogical Grammar III *(Miller)*  
Type of Proposal: New Course

33. English 616 - TESOL: Teaching of Reading *(Brighouse)*  
Type of Proposal: New Course

34. English 617 - TESOL: Teaching of Writing *(Murphy)*  
Type of Proposal: New Course

35. English 618 - TESOL: Teaching Pronunciation *(Brighouse)*  
Type of Proposal: New Course

36. English as a Second Language 349 - Academic Writing for Graduate Students *(Wilkerson)*  
Type of Proposal: New Course

37. English as a Second Language 352 - English for Lawyers *(Wilkerson)*  
Type of Proposal: New Course

38. English as a Second Language 370 - International TA Training *(Wilkerson)*  
Type of Proposal: New Course

39. History 248 - Globalization and Crises *(Bohnhoff)*  
Type of Proposal: New Course

40. History 270 - Eastern Europe since 1900 *(Bohnhoff)*  
Type of Proposal: New Course

41. Mathematics 619 - Analysis of Partial Differential Equations *(Brown)*  
Type of Proposal: New Course

42. Pharmacy Practice 553 - Integrated Pharmacotherapy Skills I *(Rahko)*  
Type of Proposal: New Course

43. Pharmacy Practice 653 - Integrated Pharmacotherapy Skills II *(Rahko)*  
Type of Proposal: New Course
Course Proposals - Consent
Agenda

44. Biochemistry 508 - General Biochemistry II
   Type of Proposal: Change description, prerequisites

45. Biochemistry 710 - Exploring Biochemical Function of Macromolecules
   Type of Proposal: Change description

46. BSE 461 - Bioprocessing Unit Operations
   Type of Proposal: Change title, description

47. Dairy Science 302 - Dairy Cattle Husbandry Practicum
   Type of Proposal: Discontinuation

48. English 110 - Intensive English as a Second Language
   Type of Proposal: Change subject

49. English 114 - Intermediate English Language Skills
   Type of Proposal: Change subject, title

50. English 115 - Grammar for Academic Use
    Type of Proposal: Change subject, title

51. English 116 - Academic Reading and Vocabulary Skills
    Type of Proposal: Change subject, title

52. English 117 - Academic Writing I
    Type of Proposal: Change subject, title

53. English 118 - Academic Writing II
    Type of Proposal: Change subject, title

54. English 122 - Oral Communication Skills
    Type of Proposal: Change subject, number, title

55. English 326 - Academic Presentations and Discussion
    Type of Proposal: Change subject, number, title

56. English 327 - Professional and Academic Writing Skills
    Type of Proposal: Change subject, number, title

57. English 328 - Academic Skills Workshops
    Type of Proposal: Change subject, title

58. English 357 - Chicana/o and Latina/o Literatures
    Type of Proposal: Change subject, number, description

59. Engr Mechanics & Astronautics 569 - Senior Design Project
    Type of Proposal: Change prerequisites
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Type of Proposal</th>
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<tbody>
<tr>
<td>60.</td>
<td>Engr Professional Development 530 - Advanced Technical Japanese Seminar</td>
<td>Change number, credits</td>
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<tr>
<td>61.</td>
<td>Engr Professional Development 630 - Research in Japanese Technical Literature</td>
<td>Change number, credits</td>
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<tr>
<td>62.</td>
<td>Food Science 437 - Foodservice Operations</td>
<td>Change prerequisite</td>
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<tr>
<td>63.</td>
<td>Gender And Womens Studies 319 - Study Abroad Special Topic: Gender, Women and the Humanities</td>
<td>Change breadth</td>
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<tr>
<td>64.</td>
<td>Gender And Womens Studies 329 - Study Abroad Special Topic: Gender, Women and Society</td>
<td>Change breadth</td>
</tr>
<tr>
<td>65.</td>
<td>Geography 358 - China and Southeast Asia</td>
<td>Change title, description</td>
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<tr>
<td>66.</td>
<td>History 355 - American Labor History</td>
<td>Discontinuation</td>
</tr>
<tr>
<td>68.</td>
<td>Jewish Studies 279 - Yiddish Literature in America: The Presence of the Past</td>
<td>Change title, crosslist, description</td>
</tr>
<tr>
<td>69.</td>
<td>Journ and Mass Communication 616 - Mass Media and Youth</td>
<td>Change crosslist, prerequisite</td>
</tr>
<tr>
<td>70.</td>
<td>Life Sciences Communication 350 - Visualizing Science and Technology</td>
<td>Change prerequisite, LAS designation, level, Breadth</td>
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<tr>
<td>71.</td>
<td>Mechanical Engineering 340 - Introduction to Dynamic Systems</td>
<td>Change prerequisites</td>
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<td>72.</td>
<td>Mechanical Engineering 361 - Thermodynamics</td>
<td>Change prerequisites</td>
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<td>73.</td>
<td>Mechanical Engineering 363 - Fluid Dynamics</td>
<td>Change prerequisites</td>
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<td>74.</td>
<td>Medicine 965 - Gastroenterology Clerkship (CSC)</td>
<td>Change title</td>
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<tr>
<td>75.</td>
<td>Pharmacy Practice 555 - Pharmacotherapy I</td>
<td>Change credits</td>
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<tr>
<td>76.</td>
<td>Pharmacy Practice 655 - Pharmacotherapy III</td>
<td>Change credits</td>
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</tbody>
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77. Political Science 426 - Legislative Process  
   Type of Proposal: Change title, description

78. Theatre and Drama 550 - Advanced Scene Study  
   Type of Proposal: Change prerequisites

**General Business**

79. Discussion of credit hour policy

80. Other business

81. Adjourn