Minutes of the meeting of February 14, 2014
54 Bascom Hall

Present: Bohnhoff, Brighouse, Brown, Green, Miller, Murphy, Taylor

Absent: Ingham, Marker, Rahko, Seidenberg, Wilkerson

1. The meeting began at: 12:33 pm
2. The minutes of the January 31, 2014 meeting were approved.
3. Motion by Miller, second by Brown to approve all course proposals. Votes are recorded following each agenda item.

Summary of actions:
- Proposals in items 1, 7, 15 were conditionally approved
- Proposal in item 8 was deferred
- All other course proposals were approved

Course Proposals for Review – Old Business

1. Educational Psychology 752 - Engaging with Educational Research (Seidenberg)
   Previous Action: Deferred - Minor Suggestions - Move the APA manual to a reference or recommended reading section as it is unlikely that students will be required to read the entire style manual. - There appears to be a typo with the dates on page 8; 7/14/2014 appears twice in succession. The course includes 8 hours of traditional classroom instruction. Since this is a one credit course, there needs to be approximately five and half hours of online instruction/engagement to reach the instructional contact hour minimum for the course. When the instruction is one-on-one the same time requirement as for a standard lecture course does not need to be met but significant interaction between student(s) and instructor needs to be demonstrated in the online portion.
   Update: The instructor contact with students has been clarified, based on discussion with the instructor. The instructor will have at least 15 hours of direct contact with students in this one-credit course.
   Action: Conditionally approved – pending update of Required Readings on the syllabus to reflect that the entire Lodico book is not required.

2. Educational Psychology 791 - Master of Science for Professional Educators Capstone (Seidenberg)
   Previous Action: Deferred - The credit justification says that the work in this course is entirely one on one. While it is not expected that the number of contact hours between student and instructor would be equal to that in a lecture or lab setting, there does need to be an accounting of the amount of time that the student and the instructor will be interacting. In the credit justification, there is an accounting of the number of hours it is expected to take students to complete the various activities and the time allotted is significant. However there isn't a lot of
information about the parameters of the final product for these activities. How long will the research question and methods section be? What about the best-practice reading list? It would be helpful to include more detail about the expected final products. Update: A new syllabus has been uploaded that describes in greater detail the capstone requirements.

Action: Unanimously approved

3. Environmental Studies 973 - Environmental Conservation Leadership Seminar I (Green)

Previous Action: Deferred

Update: none received as of 2/14/14

4. Environmental Studies 974 - Environmental Conservation Leadership Seminar II (Green)

Previous Action: Deferred

Update: none received as of 2/9/14

5. Gender And Womens Studies 110 - First Year Topics Seminar in Gender, Women and the Humanities (Ingham)

Previous Action: Deferred - questions about credits and instructor contact hours. The justification of credits says that there will be 3 hours per week of in-class contact time but the syllabus says the course meets for 1 hour, 55 minutes.

Update: As this is a sample syllabus for a course that has never been taught, I originally just entered one of the standard "once a week" course meeting times. I now have changed it to a three hour block on the syllabus.

Action: Unanimously approved

6. Gender And Womens Studies 120 - First Year Topics Seminar in Gender, Women and Society (Ingham)

Previous Action: Deferred - questions about credits and instructor contact hours. The justification of credits says that there will be 3 hours per week of in-class contact time but the syllabus says the course meets for 1 hour, 45 minutes.

Update: As this is a sample syllabus for a course that has never been taught, I originally just entered one of the standard "once a week" course meeting times. I now have changed it to a three hour block on the syllabus.

Action: Unanimously approved

7. Kinesiology 525 - Nutrition in Physical Activity and Health (Wilkerson)

Previous Action: Deferred - the proposal should be reviewed by the Department of Nutritional Sciences.

Update: The Nutritional Sciences Department approves this course and recommends cross-listing the course with our department (as NS 525). In addition, pre-requisites should be changed to:
Kines or Nutr Sci major and Phys 335. We have been in correspondence with Randall Gretebeck and Ann Ward in the Dept. of Kinesiology about these pre-requisite changes and the cross-listing of the course.

**Action:** Unanimously approved – pending CALS approval

**Course Proposals for Review – New Business**

8. Curriculum and Instruction 468 - Early Childhood/English as a Second Language Student Teaching *(Wilkerson)*
   Type of Proposal: New Course
   **Note:** Necessary revisions to syllabus and proposal form were identified prior to the committee meeting. The department was unable to submit a revised proposal in time so review of the proposal will be deferred until the revisions are submitted.

9. English 410 - Creative Writing: Playwriting Workshop *(Brighouse)*
   Type of Proposal: New Course
   **Action:** Unanimously approved

10. Kinesiology 145 - Choosing to Move: Constructing an Active Lifestyle *(Bohnhoff)*
    Type of Proposal: New Course
    **Action:** Unanimously approved

    Type of Proposal: New Course
    **Action:** Unanimously approved

12. Forest and Wildlife Ecology 672 - Historical Ecology *(Marker)*
    Type of Proposal: New Course
    **Action:** Unanimously approved

13. Gender And Womens Studies 372 - Visualizing Bodies *(Taylor)*
    Type of Proposal: New Course
    **Action:** Unanimously approved

14. German 266 - Topics in German and/or Yiddish Culture *(Miller)*
    Type of Proposal: New Course
    **Action:** Unanimously approved

15. Library & Information Studies 658 - Publishing, Knowledge Institutions and Society: E-Revolutions? *(Murphy)*
    Type of Proposal: New Course
Conditional approval – must provide a justification that meets the credit definition in terms of a summer course.

16. Rehab Psych & Special Educ 873 - Professional Development for Future Special Education Researchers and Faculty in Higher Education (Bohnhoff)
Type of Proposal: New Course
Action: Unanimously approved

All course proposals on the consent agenda were approved.

Course Proposals - Consent Agenda

17. Atmospheric & Oceanic Sciences 340 - Physics of the Atmosphere and Ocean II
Type of Proposal: Change credits, description

18. English 316 - Seminar on Tutoring Writing Across the Curriculum
Type of Proposal: Change subject, number

19. English 508 - Recent Drama in English
Type of Proposal: Change subject, number, title, level

20. English 523 - Postcolonial Theatre
Type of Proposal: Change subject, number, title

21. English 535 - Feminist Theory and Women's Writing in English
Type of Proposal: Change number

22. Folklore Program 517 - The Irish Tradition
Type of Proposal: Change crosslist, prerequisite

23. Folklore Program 518 - The Scottish Tradition
Type of Proposal: Change crosslist, prerequisite

24. Horticulture 374 - Tropical Horticulture
Type of Proposal: Change breadth
Note: pending L&S approval

25. Lang & Cultures of Asia 375 - First Semester Sanskrit
Type of Proposal: Change credits

26. Lang & Cultures of Asia 376 - Second Semester Sanskrit
Type of Proposal: Change credits

27. Lang & Cultures of Asia 475 - Third Semester Sanskrit
Type of Proposal: Change credits
28. Lang & Cultures of Asia 476 - Fourth Semester Sanskrit  
Type of Proposal: Change credits

29. Literature in Translation 276 - German Classics in Translation  
Type of Proposal: Change title, crosslists, description, prerequisites

30. Molecular & Environmental Tox 606 - Colloquium in Environmental Toxicology  
Type of Proposal: Change description, prerequisite, LAS, level

31. Psychology 285 - Honors Course-Experimental Psychology  
Type of Proposal: Change title, credits, description

32. Theatre and Drama 520 - Theories of Theatre  
Type of Proposal: Change subject, number

33. Theatre and Drama 538 - British Drama, 1914 to Present  
Type of Proposal: Change number, crosslist

34. English 337 - TESOL Workshops  
Type of Proposal: Discontinuation

35. Library & Information Studies 354 - Introduction to Children's Literature  
Type of Proposal: Discontinuation

36. Library & Information Studies 754 - Seminar in Information Agency Management  
Type of Proposal: Discontinuation

37. Library & Information Studies 815 - Advanced Cataloging and Classification  
Type of Proposal: Discontinuation

General Business

38. Discussion – Review KnowledgeBase documents related to course proposals  
A review of the KnowledgeBase documents related to course proposals was postponed until all members of the committee are available for discussion.

39. Adjourn

The meeting adjourned at 12:53 pm

Minutes submitted by Michelle Young, APIR