

2-25-2016

CWU Curriculum Committee Minutes - 02/25/ 16

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Recommended Citation

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**Curriculum Committee
February 25, 2016
Minutes**

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Coco Wu, Maria Sanders, Jon Fassett, Ginny Blackson, Mike Harrod, Rose Spodobalski-Brower and Amy Claridge

Absent: Raymond Hall, Linda Hoff, Kathy Whitcomb, Jeff Stinson, Ethan Bergman, Martha Kurtz and Michele Reilly

Guest(s): None

Meeting was called to order at 3:13 p.m.

Teri moved to approve the agenda. Coco seconded and agenda was approved.

Toni moved to approve the February 18, 2016 minutes. Ginny seconded and minutes were approved.

Review log

#7 BA English Professional & Creative Writing – English did not want ENG 310 taken out of the proposal and the committee requested that Linda put it back into the program.

Special Topics #20, #21

#22, 23 Teri moved to put #22 AST 398 Food Culture in Asia and #23 AST 398 Ghost, Apparitions and Ancestors to the review agenda. Coco seconded and motion was approved.

#20 EDF 598 Teaching in Higher Education – A concern was brought about with some of the assessments. Jan indicated it is a strategy course. Committee determined course is okay as is.

#21 EDF 498 Mentoring Student Teachers in the Classroom is okay.

#20, 21 Teri moved to put #20 and 21 back on the review log. Coco seconded and motion was approved.

Course Change #35, 36

Ginny moved to put #24-34 on the review log. Jan seconded and motion was approved.

#35 SCM 310 – The learner outcomes and assessments are intermixed and more descriptive as activities. Send back to department to clarify or rewrite the specific outcome assessment identified. Documentation needs a course title. Ginny moved and

to put #35 on to the review log pending resolution of identified issues. Coco seconded and motion was approved

#36 SCM 450 – The learner outcomes are vague and assessments are activities. Documentation needs a course title. Teri moved to put #36 on the review log pending resolution of issues. Ginny seconded and motion is approved.

Deleted courses

#37 PHYS 181 lab - Toni moved to keep #37 on the review log. Maria seconded and motion was approved.

Reactivated courses - #38

Coco moved to keep #38 SHM 321 on the review log. Toni seconded and motion was approved.

Curriculog issues - Rose is going to a Curriculog conference next week and asked if there were any concerns the committee wanted her to take with her. Ginny asked about attachments having to scroll through assessments. Jon asked if there is a default setting in the edit mode that will always put in in track mode. Entries on agenda should be a hyperlink. Jon asked to look into why Linda hasn't been able to put some programs on the agenda. Do we know why?

Policy/Procedure –
5-50-030 is okay

5-50-040 - The submission process begins at the program or department level. Each program or department should develop and follow curricular procedures.

5-50-050 is okay

Ginny initiated discussion on the curriculum forms. There used to be a place for departments to check if new library resources are needed. Ginny expressed concern with new program proposals that need new Library resources and there is no increased funding for the Library. This is especially critical at the Masters level. She expressed concern for accreditation since the Library has a limited budget for journals, databases, etc.

Meeting adjourned at 4:37 p.m.