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# CWU Curriculum Committee Minutes - 10/16/ 14

Janet Shields

Central Washington University, senate@cwu.edu

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Faculty Senate Curriculum Committee  
October 16, 2014  
3:10  
Minutes

Present: Jan Byers-Kirsch, Teri Walker, Toni Sipic, Jeffrey Stinson, Liz Kerns, Maria Sanders, Ginny Blackson, Raymond Hall, Lori Braunstein, LeAnne Watrous, Rodney Bransdorfer and Rose Spodobalski-Brower

Absent: Student Representative, Jeff Snedeker, Ginny Erion, Ethan Bergman, Laura Milner and Tim Englund

Guest(s): Ian Loverro, Kara Gabriel

Meeting was called to order at 3:10 p.m.

Approval of Agenda – Teri moved to approve the agenda. Liz seconded and agenda was approved.

Toni moved to approve the October 2 minutes as presented. Teri seconded and minutes were approved.

October 2 Curriculum Log Approval-Department HOLD on IDS 398; HED 230 and HED 330 removed from log per request of Department. Toni moved to approve the October 2 log inclusive of these changes. Teri seconded and the October 2 Curriculum log was approved.

Curriculum Review – The Bilingual Education/Teaching English as a Second Language minor was withdrawn from the log as it needs CTL review. The program also needs to use the current program as listed in the catalog for the program change proposal. Neither the strikeout nor the clean copy reflects the current catalog program.

The Science Education K-8 minor was withdrawn from the log as it needs CTL review.

SCED 215-There is a question on course number as this is a field experience. Department will be asked to change course number (likely to SCED 292). The course will remain on the log.

All other curriculum accepted for log. Ginny moved to approve the review log as amended. Raymond seconded and the review log was approved.

## Policy Changes:

Teri moved to approve the Graduate School proposed changes to 5-50-070. The policy now includes the three new degree types: Professional Science Master, Executive Master and Professional Master. Liz seconded and the policy change was approved.

Liz moved to approve the Graduate School proposed changes to 5-50-110. The change adds the three new degree types listed above and adds a descriptor for the Educational Specialist degree. Ginny seconded and the policy change was approved.

Ginny moved to approve the housekeeping change to 5-50-110 proposed by the Director of Academic Planning. The change modifies the verbiage concerning the Bachelor of Arts in Education (B.A.Ed) to match CWUP 5-70-110(4). Raymond seconded and the motion was approved.

Syllabus Requirement – The committee reaffirmed its decision to require syllabi be included with all new course proposals. Ginny moved that FSCC implement the requirement of sample syllabi submission for new courses concurrent with the launch of Curriculog. Raymond seconded and the motion was approved with 1 abstention. Jeff will work with LeAnne and Janet on a communication strategy.

CTL Policy – The CTL proposed changes to Curriculum Policy were noted as an informational only item. The changes will be on the Nov. 6 agenda. The committee agreed that the parties for and against the proposed changes will be invited to submit written responses to the committee no later than 48 hours prior to the meeting. Each side will be invited to make a 10-minute presentation to the committee to be followed by 5 minutes of committee questions. A timer will be employed. Committee members may submit questions to Jeff if they feel uncomfortable asking themselves. We will use paper ballots for any vote. Jeff will communicate to CTL and to EDFC the process FSCC will employ.

Committee Charges – The committee reviewed work done to date on charges CC 14-15.02 and CC 14-15.03. Subcommittees will post updated draft responses to DropBox no later than 5pm on Monday Oct. 20. The committee will meet on Thursday Oct. 23 at 3:10pm to finalize FSCC responses to Faculty Senate.

Graduate Council- Kara Gabriel presented proposed changes to the Curriculum forms requested by the Graduate Council to facilitate the review of graduate curriculum. Ginny moved to accept the proposed changes. Maria seconded and the motion passed. Kara will work with LeAnne to get the changes onto the forms.

Chair's Report – No Report

Academic Planning Director Report – LeAnne has mocked up some changes to the HOLD form after its first use this fall indicated some lack of clarity. She will post the revised form to the DropBox to be reviewed at the Nov. 6 meeting. LeAnne, Rose and Lori reviewed plans for beat-testing Curriculog and for training faculty on its use.

Meeting adjourned at 4:54 p.m.

**Future Agenda Items:**

Program outcomes and assessment

Library resource policy

Next meeting November 6, 2014