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CWU Curriculum Committee Minutes - 11/01/07

Janet Shields

Central Washington University, senate@cwu.edu

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Faculty Senate Curriculum Committee

November 1, 2007

3:10 – 5:00

Barge 304

MINUTES

Members Present: B. Kulik, R. Bransdorfer, T. Culjak, T. Pellett, K. Temple, N. Gierlasinski, L. Braunstein, M. Wise, R. Spodobalski-Brower

Members Absent: B. Palmquist, D. Howard

Approval of Agenda – R. Bransdorfer moved to approve the agenda, L. Braunstein seconded. MOTION PASSED.

Approval of Minutes – R. Bransdorfer moved approve the minutes of October 18th, L. Braunstein seconded. MOTION PASSED.

Assessment (Form) – The new Associate Vice President for Undergraduate Studies, T. Pellett, discussed with the committee a new program assessment form. The current form used by the curriculum committee doesn't ask all the needed information. Instead of each department filling out both forms it was suggested that the new form be substituted. T. Culjak moved to adopt the new student learning outcomes and assessment form as a substitute for the [Programmatic Goals and Assessment Form](#). R. Bransdorfer seconded the motion. MOTION PASSED.

Faculty Senate Charge – A charge from the executive committee of the faculty senate was received by the committee. There are currently two charges:

- 1) Provide a year-end report; and
- 2) Provide new definitions for clusters and cognates as well as other recurring terms not already defined. Also review previous definitions.

Faculty Senate response to definitions – On 10/31 the chair of the faculty senate sent an email stating the comments by the faculty senate executive committee on our definitions.

Certificates – *looks good.*

Certificate programs are courses of study that normally require less than 25% of the credits required for a degree program at the same level. Certificate programs may not exceed 44 credits. Certificate programs are specialized career programs, often geared for admission to licensing or career entrance tests, and result in a certificate. Certificate programs may also be noncredit.

Majors – *Would like to see HECB involvement or procedures added.* The faculty senate curriculum committee discussed this and felt that the procedures should not be added to

the definition. The HECB requirements are stated later in Section 5 of the CWU Policies. The committee did add a reference to the upper credit limit.

The **major** forms the basis for granting of a baccalaureate degree. It is a coherent, in-depth program of study in a particular discipline or disciplines wherein the student will develop and demonstrate an increasing awareness of both the possibilities and the limits of the major program of study. The student will demonstrate mastery of the content, insights, skills and techniques appropriate to an undergraduate education in a particular body of knowledge. The student will take courses, which are often sequential, leading to advanced study in the discipline(s). *A major will consist of a minimum of 45 credits.* A 45 to 59 credit major requires completion of a minor and/or second major, in which case the total credits of the major and minor/2nd major must total at least 60 credits. [\(Refer to Section 5-10.6 for upper credit limit.\)](#)

Minors – *Asked to remove a clause in the first sentence and state HECB requirements.* Again, the requirements are part of a procedure and not necessary in the definition. However, the first sentence of the minor definition was edited.

A **minor** is a coherent program of study in a particular discipline that provides ~~a student with broad knowledge of a competency in~~ an area that complements or supplements the student's major. *A minor will consist of a minimum of 20 credits and a maximum of 44 credits.*

Specialization – *Consider expanding the explanation to include a maximum percentage for shared courses.* The specialization definition was edited.

A **specialization** is a coherent, focused subfield within a degree program. A specialization can be distinguished from a new degree in that the full designation of the degree title – including level, type and major – does not change when a new specialization is added. In addition, there must be a shared core of courses that comprises no less than 30% and no more than 75% of the total credits needed for the undergraduate major or graduate program. A new specialization must be reported to the HECB as an informational item.

It was noted that the specialization definition needed to have graduate council approval to move forward. L. Hoff will forward to the graduate office.

Review upper credit limits for BFA, BMUS degrees – Section 5.6.2 of the CWU Policies defines the upper credit limits for all degree programs except for the BFA, BMUS, and BAEd. Previously the Curriculum Policies and Procedures manual included a paragraph defining upper credit limits for "...extended professional instruction is shown to be necessary to qualify students to engage in specific professional or occupational fields for which neither the BA nor the BS designation is appropriate." The stated upper credit limit for this type of program was 110 credits. The FSCC felt that the BFA, BMUS, and the BAEd degrees would all fall into this category and asked L. Hoff to include the statement "Majors may not exceed 110 quarter credits unless approved by the faculty senate" to each of the degrees.

ADA Policy Statement – R. Harden, Director of Disability Support Services and ADA Compliance Officer suggested minor changes to the ADA Policy Statement. K. Temple moved to approve the changes, M. Wise seconded. MOTION PASSED.

T. Culjak asked T. Pellett if L. Hoff could update the curriculum forms, he agreed.

Approval of 10/18 summary log – T. Culjak moved to approve the OCTOBER 18TH Curriculum Summary Log with the exception of BS Food Science & Nutrition program changes. K. Temple seconded. MOTION PASSED. L. Hoff was asked to invite the chair of Food Science and the chair of Family & Consumer Science to attend the next FSCC meeting on November 15th.

Review Curriculum Summary Log

07 08 FUTURE TOPICS

Deadline for specializations, programs, minors conforming
Discussion of defining cognates, focus, emphasis, and clusters
Change deadline for articulated or major ready programs
Hold Policy