

**College of Liberal Arts & Sciences**  
**Committee on Curricula & Courses**  
**Minutes for the meeting of 13<sup>th</sup> September, 2011 (APPROVED October 11<sup>th</sup>, 2011)**  
3:30 pm in Room 162, Dodd Research Center

**Chair** Robert Michel (CHEM). **Members Present:** Eldridge Adams (EEB), Margaret Breen (ENGL), Andrea Calabrese (LING), Austen Clark (PHIL), Ken Dautrich (PubPol), Bob Gallo (PNB), Robert Henning (PSYC), Vasili Kharchenko (PHYS), Richard Langlois (ECON), Lanbo Liu (GSCI), Micki McElya (HIST), Frank Musiek (COMS), Nancy Naples (WS), Richard Rockwell (SOCI), Ralf Schiffler (MATH), , Merrill Singer (ANTH), Roger Travis (LCL), Rick Vitale (STAT), Shannon Weaver (HDFS), Bob Wyss (JOUR). **CLAS Dean's Office representative:** Davita Silfen Glasberg. **CLAS Academic Services Center representative:** Katrina Higgins. **Visitors:** None.

**I. PRELIMINARIES:**

Chair Bob Michel called the meeting to order at 3:31 PM

**A. Appointment of a secretary for this meeting.**

Henning appointed.

**B. Minutes of the 26 April 2011 meeting.**

Previously approved *via* electronic canvass on 9 May 2011.

**C. Meeting Agenda**

The chair proposed that, at this meeting and throughout this year, review of departmental proposals might occur first, with discussion of more broad curricular issues to occur later in the meeting. This will prevent visitors who are presenting proposals from being unnecessarily delayed. A motion for this was made and seconded, and was passed unanimously.

**II. DEPARTMENTAL COURSE PROPOSALS:**

***I. New Departmental Proposals***

**2011-58      HDFS 4007W, Add prerequisite: Open to seniors or higher.**

Approved unanimously. Approved catalog copy:

4007W. Professional Communication in Human Development and Family Studies (293W)

Three credits. Prerequisite: HDFS 2004W and an additional 12 credits completed in 2000-level or above HDFS courses; ENGL 1010 or 1011 or 3800. Open only to HDFS majors. Open to seniors or higher.

Development of advanced written and oral communication skills required for professional careers and graduate studies. Emphasis is placed on appropriate presentation and writing styles for the diverse audiences and purposes encountered in research and practice.

- 2011-59**      **Change the HDFS Major** (Add 9 existing courses to “12 cr” requirement)  
Postponed due to the need for additional information, concerning the justification for the changes.
- 2011-60**      **Change the AASI Minor** (By adding 3 existing courses to “group C” requirements.)  
Postponed due to the need for additional information about the scope of the Minor in the past compared to the proposed program.
- 2011-61**      **Change BIOL Minor** (to prevent minor in BIOL if major in EEB, MCB or PNB)  
Approved unanimously. Approved catalog copy:

Students wishing to complete this minor must take at least 15 credits of 2000-level courses and higher from Ecology and Evolutionary Biology, Molecular and Cell Biology, and Physiology and Neurobiology. It is strongly recommended that at least one course include laboratory or field work. Courses chosen for the minor must include at least one course or course sequence from each of the following three groups:

A. MCB 2000, 2210, 2410, 2413, 2610, or 3010.

B. EEB 2244/W or 2245/W.

C. PNB 2250, 2264-2265, or 2274-2275.

PNB 2264-2265 or 2274-2275 must be taken in sequence to be counted towards the Biology minor.

The minor is offered jointly by the departments of Ecology and Evolutionary Biology, Molecular and Cell Biology, and Physiology and Neurobiology and cannot be earned by students majoring in any of these departments.

- 2011-62**      **ECON5312 New course: Econometrics II**  
Postponed due to the need for consultation with STAT arising because of statistical content of the new course.
- 2011-63**      **ECON2500W New course: Writing in Economics (1 credit)**  
Approved unanimously. Approved catalog copy:

**ECON 2500W. Writing in Economics.**

Either semester. One credit. Prerequisite: **ECON 1200** or both **ECON 1201** and **1202**; **ENGL 1010** or **1011** or **3800**.

Techniques for, and practice in, research, writing, citation, and data presentation in economics.

### ***III. Other Business***

**A. Joint Major Subcommittee report:** Jon Gajewski (LING) & Higgins.  
Higgins reports that their work continues to be in process. A report will be ready later in the fall.

**B. Honors Subcommittee:** Henning was asked to summarize concerns about the new Honors Program Regulations that Senate Scholastic Standards Committee had been recommending be added to the University Senate By-Laws. New members for this subcommittee need to be recruited for this academic year. The chair offered to assist with recruiting new members as necessary.

**C. Chair's report:**

Michel reported that he had joined an effort, led by vice-Provost Nancy Bull, to regularize the committee's curricula and courses proposal forms with other similar university-wide forms. This effort would result in a more standardized method of C&C proposal submissions, and more efficient generation of documents for the business of this committee.

In order to form a university wide Curricula and Courses (C&C) Council, the Chair is communicating with other C&C chairs in CANR, GEOC, and the Senate C&C. Such a committee would ease university-wide communications on C&C issues.

**D. UICC (University Interdisciplinary Courses Committee):** Rockwell provided an update on the status of this committee, and described a Resolution for a Task Force on "Small-group, Experiential, and Service Learning" Programs offered by the UICC that was submitted to the University Senate Executive Committee for possible action. It was announced that Dean Teitelbaum appointed Weaver as the new Alternate Representative from CLAS.

**E. Other points for the good of the order.**

Higgins asked the Committee for advice regarding how to handle substitutions of W courses originating in Study Abroad, W in the Major, transfer courses. Also, the issue of over-enrollment in W courses was discussed. No immediate resolutions were evident pending further information about the extent and nature of these substitutions.

**Meeting adjourned at 5:38 PM**

Submitted by Robert Henning, Secretary *pro tem*.