



Faculty Senate Curricular Affairs Committee

Minutes for the fourth meeting of the 2007-2008 academic year.

- I. The meeting was called to order at 3:00 p.m. on Monday, December 10, 2007, in Library Conference Room A, Chairperson Luebke presiding.

The following members were present: Professors Englander, Hickox, Honhart, Knickle, Luebke, Kovor, MacDonald, Mahler, Mundorf and Robbins; Dean Libutti; Vice Provost Pasquerella.

Chairperson Luebke noted that there were no consent items on the Agenda.

- II. The Minutes of Meeting #3, November 19, 2007 were approved.

III. REPORTS

- A. Chairperson Luebke reported on the progress toward moving to an electronic Agenda. She noted that the majority of items on today's Agenda were accessible on the web. She said that although there are some details still to be resolved, the procedure appeared to be going smoothly. She asked that if there was any more feedback on the Agenda to please let Ms. Grubman know.

Chairperson Luebke reported that she and Ms. Grubman had met recently with Dean Killingbeck of the Graduate School and his technical advisor and had learned that it was possible to create a user friendly electronic signature page without too much effort.

Chairperson Luebke said that the electronic signature process had demonstrated that there is a less cumbersome way to create interactive course proposal forms. She indicated that the forms might be available by the end of January.

- B. Chairperson Luebke reported that the subcommittee on laboratory fees had met the previous Monday. She said that the committee was accumulating additional information, and hoped to meet again in February to review the data on assessment of fees during 2006-07 and begin to draft a policy on lab fees.

IV. UNFINISHED BUSINESS

- A. College of Arts and Sciences

1. Department of Music

The change in method of instruction for MUS 121, MUS 235 and MUS 227 remained postponed.

2. Department of Mathematics

Consideration of the addition of MTH 445X remained postponed pending receipt of additional information.

B. College of Arts and Sciences (memorandum dated September 20, 2007 enclosed with Agenda for Meeting #2)

1. Departments of Political Science and Sociology

The change in prerequisite for PSC 274 (or SOC 274) remained postponed pending discussions between the relevant departments.

2. College Writing Program

The change in prerequisite for WRT 270 remained postponed pending a written response by the department.

C. College of Human Science and Services

Department of Human Development and Family Studies

The addition of HDF 416 remained postponed from the previous meeting because no additional information had been forthcoming.

D. College of Pharmacy - Doctor of Pharmacy

The changes in curricular requirements remained postponed.

E. Online Courses

The proposal to approve WMS 360 for online instruction remained postponed pending receipt of additional information.

F. College of Human Science and Services

Department of Textiles, Fashion Merchandising and Design

Consideration of the following remained postponed pending further information from the college of Business and the Department:

The change in curriculum for TM majors, the change in title and description for TMD 432* and the addition of TMD 126.

V. NEW BUSINESS

A. College of Engineering

1. Department of Civil and Environmental Engineering

The change in prerequisite for CVE 241, 346, 355, and 381 was approved.

2. Department of Industrial and Systems Engineering

*May require action by the Graduate Council.

- a. The change in course code for IME 240, 241, 391, 392 to ISE was approved. The change in code, description and method of instruction for IME 220 was approved.
 - b. The change course code and method of instruction for IME 325 was approved.
 - c. The deletion of IME 340 (or CHE 340) was approved.
- B. College of the Environment and Life Sciences
1. Department of Landscape Architecture

The addition of LAR 450 was postponed. Ms. Grubman was asked to refer the chair to the newly established guidelines for portfolio.
 2. Department of Natural Resources Science

The change in title and description for NRS 409 was approved.
- C. College of Human Science and Services
1. Department of Human Development and Family Studies

The addition of HDF 305 was approved.
 2. Department of Communicative Disorders

Consideration of the following changes was postponed pending receipt of additional information about the new curriculum.

 - a. The addition of the following courses: CMD 160, 276, 278, 361, 460.
 - b. Deletion of the following courses: CMD 260, 261, 376
 - c. The change in level and number for CMD 275, 372, 373, and 374

The meeting was adjourned at 4:10 p.m.

Respectfully submitted,
Sheila Black Grubman

*May require action by the Graduate Council.