



**Faculty Senate  
Curricular Affairs Committee**

**Minutes** for the fourth meeting of the 2005–2006 academic year.

- I. The meeting was called to order at 3:00 p.m. on Monday, December 8, 2005, in Library Conference Room A, Chairperson Luebke presiding.

The following members were present: Professors Keefe, Lessmann, Luebke, McCurdy, Paton, Peters, and Rusnock; Dr. Roush, Special Assistant to the Provost, served as the Provost's designee.

Chairperson Luebke reminded the committee that consent Agenda items are labeled with a C and any member could request that a consent item be discussed.

A motion was made to approve all of the consent Agenda items. The motion carried.

- II. The Minutes of 2005–06 Meeting #3, November 21, 2005 were approved as corrected.

III. REPORTS

A. Updates from Subcommittees:

1. Computer Policy: Ms. Grubman reported that Professor Hickox had asked her to inform the CAC that his subcommittee had not met since the last CAC meeting.
2. Method of Instruction: Chairperson Luebke announced that Dr. Erickson, Mr. Humphrey and Ms. Grubman had agreed to join the subcommittee and she expected them to begin meeting in early February.

- B. The committee discussed the memorandum from the Provost to the Ad Hoc Committee on On-Line Instruction. Chairperson Luebke asked that members of the CAC forward their comments and concerns to her and she would insure that they were considered by the Committee.

Ms. Grubman said that she would forward e-mail correspondence between Professor Arakelian and Senate Chairperson Rice about the ad hoc committee.

- C. Ms. Grubman requested a motion to add a statement to the informational portion of the next CAC report to the effect that if an open-ended course indicates "May be repeated" without a number of credits, the course will be considered "May be repeated for a total of 9 credits."

Following discussion, a motion to include the information in the next report of the CAC was approved.

- D. Ms. Grubman reported on her conversation with Mr. Humphrey about the accessibility of permission numbers. She said that he had informed her that

paper permission forms had been more problematic. He said that Enrollment Services had to believe that no one would abuse the system, but noted that instructors could trace the source of the unauthorized numbers by asking any student they had not allowed in the class who had given them the permission number.

Following discussion, Ms. Grubman was asked to propose that permission numbers appear only on the class roster so only the instructor has access to them.

- E. Chairperson Luebke asked for and received permission to establish a CAC subcommittee on Minors comprising a member of the CAC as chair and representatives from the College of Business, Communication Studies, and perhaps, another department.

#### IV. UNFINISHED BUSINESS

##### A. College of Arts and Sciences

Chairperson Luebke announced that the following items of unfinished business remained tabled at that time.

- 1. Women's Studies Program

Addition of WMS 410\*.

- 2. College Writing Program

Addition of WRT 495\*.

##### B. College of Human Science and Services

- 1. Department of Human Development and Family Studies

Consideration of the change in prerequisite for HDF 314 and 418\* was postponed pending consultation with the department.

- 2. Department of Kinesiology

Ms. Grubman reported that she was still waiting for the formal proposal to establish a separate Department of Physical Therapy.

#### V. NEW BUSINESS

##### A. College of Arts and Sciences (Series B. No. 2 - November 2, 2005)

- 1. Department of Mathematics

The change in title, description and prerequisite for MTH 420\* was approved pending consultation with the department about editorial changes.

\*May require action by the Graduate Council.

2. Department of History and African and African American Studies Program

C The change in prerequisite for HIS (or AAF) 336 and HIS (or AAF) 337 was approved.

3. Department of Political Science

The addition of PSC 312 was approved pending consultation with the department about editorial changes.

4. Department of Theatre

C The changes in the requirements for the Directing track in the B.F.A. in Theater were approved.

B. College of Human Science and Services

Department of Kinesiology

The addition of KIN 308X was approved.

B. College of the Environment and Life Sciences

Department of Environmental and Natural Resources Economics

Ms. Grubman distributed a request to change the prerequisite for a number of REN courses.

Following discussion, Ms. Grubman was asked to forward the minor change form to Professor Anderson and request that one form be used for each prerequisite.

The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Sheila Black Grubman

