

COMMITTEE ON CURRICULUM

9 January 2013

Meeting Minutes

Present: S. Chatterjee, D. Daley, K. Donaghy, J. Ellis, R. Hoffman, C. Spuches, J. Wagner, C. Whipps, B. Whitmore, J. Vanucchi

Others in Attendance: S. Balogh, M. Chandler, M. Kelleher, R. Kimmerer, S. Shannon, S. Vandeburg.

S. Shannon began the meeting at 3:05 p.m.

Approval of previous meeting minutes from December 5, 2012. Minutes were approved as submitted.

Key Word Proposal:

ESF is attempting to rise from STAR silver status to STAR gold status by identifying courses related to sustainability through a searchable key word database. This would allow students to search for courses using a predetermined set of identified key words. M. Kelleher passed out the list of key words. The searchable courses would need to be sustainability focused or sustainability related. The key word search would help to show the breadth of the courses offered. For such courses, faculty members would need to indicate each key word that applies and they would need departmental approval; the key words would be listed as a separate line in the course catalog. A check box of key words would be added to the course proposal form. M. Kelleher is looking for an official CoC endorsement for adding key words. The STAR requirement would need to be identified in the catalog. Faculty members would be responsible for identifying key words for their own courses. CoC would rather not have this as a process outside CoC. S. Shannon asked for a resolution to proceed with the key word proposal. After discussion, the CoC approved the development of a searchable keyword database outside the CoC course proposal process and gives OIGS permission to act as needed on this matter. C. Whipps seconded. There were no objections. The motion passed unanimously.

Course Proposals:

Terminal One-Semester General Chemistry Lecture:

FCH 110 - Survey of chemical principles - This course is used for non-chemistry majors, and moves to cover a larger scope of topics with less depth. B. Whitmore had a few minor changes related to the catalog description. Also, the proposal needs to include "student should be able to" after completing the course. Need to add prefix of FCH 110 to catalog description. K. Donaghy will ensure changes are made. J. Wagner proposed to approve with amendments by B. Whitmore. Motion passes without dissent.

FCH 111 - Survey of Chemical Principles Lab – Update catalog description. Need to change the health & safety explanations from number to bullets. B. Whitmore had a few more minor corrections. A motion was made to approve with amendments/corrections as proposed. Motion passes without dissent.

BLA Courses/Catalog Description (Revised):

LSA 300 - Digital Methods and Graphics I (revised) and LSA 500 - Digital Methods and Graphics I (revised) - There was discussion regarding the wording of the catalog description. It was decided to change "demonstration" from both LSA300 and LSA 500 level to "through active participation, students learn to..." R. Hoffman will make the changes in both 300 and 500 courses. K. Donaghy proposed to approve with the minor amendments by R. Hoffman. The motion passes without dissent.

LSA 301 - Digital Methods and Graphics II (revised) and LSA 501 - Digital Methods and Graphics II (revised) - Change in both 301 and 501 level to “Through active participation, students learn to...” K. Donaghy proposes to approve with amendments by R. Hoffman. Motion passes without dissent.

BLA Proposal and Curriculum Sheet (Revised)

Reflecting of the course changes made to the four courses. Also changes in placement according to sequence. The motion passes without dissent, and will be forwarded to Faculty Governance for vote.

Proposed MLA Curriculum

Second Year Spring - Take out 12-15 credits; change to 15 credits. Send back to LA-motion made to reject. Goes back to MLA Director. D. Daly proposes to reject, K. Donaghy seconded. The curriculum proposal was rejected without dissent. It was noted that MLA programs are for students who do not have bachelor's degrees in LA.

BPE Radiation Certificate & Three Proposals:

BPE 510 Introduction to Polymer Coatings

BPE 511 Radiation Curing Equipment, Instrumentation and Safety

BPE 536 Radiation Curing of Polymer Technologies

During review period C. Whipps made several suggestions for changes. C. Spuches made those changes and updates were posted to the website prior to the meeting. These are on-line courses, using a team-based approach. Instructors are certified as “quality-matters reviewers.” The chemistry department noted that one semester of chemistry is not sufficient as a prerequisite. If taking reaction chemistry and organics, it was noted that it is advisable to offer two semesters of organic chemistry. D. Daley moved to approve all three. J. Wagner seconded. All three passed without dissent.

Advanced Certificate in Radiation Curing Technologies – C. Whipps moved to approve, seconded by J. Wagner. The Advanced Certificate was approved without dissent and will be forwarded to Faculty Governance for vote.

Other CoC Business Topics

Marine Science Minor – K. Schulz would like to know if we can list outside courses in our catalog. Will also be looking for SCA prefix.

Submission Deadlines:

Course proposal deadline - April 1

Curriculum proposal deadline - March 1

Next meeting: March 4, 2013, 3:30-5:00, 254 Baker.

Two Subcommittees formed:

- 1) Discontinuation of programs - members include: Benette, Scott, Sid Chatterjee, and Kelley Donaghy.
- 2) X96 and Instructor Qualifications - members include: John Hassett, Doug Daley, John Wagner, Bruce Bongarten, Kelley Donaghy.

Meeting adjourned at 4:26.

Minutes prepared by S. Vandeburg