Attending: Voting Members: Anne Clem (BUS), Jonathan Fox (CHS), Thomas Brumm (CALS; FSCC chair), Doug Jacobson (ENG), Mark Hargrove (LAS), Michael Yaeger (Vet Med), Yongyeon Cho (Design)

Additional attendees: Steve Lonergan (CALS), Amber Tiarks, Shawn Marie Boyne, Samantha Hirschman, Jennifer Keitges

Approved Minutes from March 31st, 2021 meeting (by acclamation) with inspiring music playing in the background.

Old Business:
        1. Request for different modes of offerings of dual-listed courses (Mechanical Engineering)
Discussion:
        -ME has asked for a waiver to offer a section for graduate students who are working and not living in Ames to take a jointly offered course in an online section.
        -There was some discussion as to whether some colleges are engaging in this practice already by offering dual enrollment courses and then setting the undergraduate enrollment limits to zero.
        -Anne asked whether the committee needs to revisit the policy that requires dual-listed courses to offer the same experience to graduate and undergraduate students. There are concerns that once colleges find out that the committee granted this one exception, more colleges will go this route.

Harmon: Motion to allow an Exception for these three courses in ME to allow the department to offer a graduate level online section for off-campus students.
2nd: Clem
Vote: 7-0-0 to approve.

New Business:
    1.   Poultry Production Management Undergraduate Certificate
Overview presented by Steve Lonergan
Discussion:
         -24 credit certificate. Animal Science is a broad degree program. Certificates allow students to customize and document their expertise.
          -Students may choose from two separate tracks: Enterprise Mgt or Poultry Production
          -Some discussion of when the x courses may go into the catalog. Because all of the courses will have been offered by this summer, they can go into the 22 catalog.
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Clem: Motion to approve Undergraduate Certificate in Poultry Production
2nd: Cho
Vote: 7-0-0 to approve.

        2. WISE 307XX/BIO 307/WGS 307 Approval

Jacobsen: Motion to Approve

2nd: Hargrove
Vote: 7-0-0 to approve.

3.   Teaching Modality on CIMX
Issue raised by Yongyeon Cho. Design would like to include information on the course modality in the experimental course software system. For some courses (design studio), it is important that students have an in person learning experience. Having this information in the system would help faculty to determine whether they would approve the course or not.

Discussion:
       -Several members agreed that the information should go in the non-detail part of the form as we do not want to have modalities appear in the catalog.
       -Jenni Keitges will contact the company that supplies the CIMX software to see if this is possible.

4.   Transfer Credit Efficiency
Topic raised by Mark Hargrove. One idea that has been raised as part of the 100 ideas campaign is that Iowa State improve the efficiency of the transfer credit process. Many of our competitors offer potential students a more efficient process to determine which courses will transfer. We have a system that will accomplish this task, however institutional traditions have prevented us from using the software.
       -Under the proposed system, the Office of Admissions would initiate the process (or college curricular chairs in each department could do so)
       -The admissions office would communicate with the curricular chair who would coordinate the response in their department. The system would track prior approvals and populate a COURSE MATCH database.
       -There was general support for the proposal. The plan is for Mark to try to get the system working in LAS (Jonathan Fox also volunteered HS to take part).

5.   Change/clarification in Policy for Undergraduate Certificate –award w/o a baccalaureate
Discussion:
       -Current policy only allows students to receive a certificate with an undergraduate degree.
       -Proposal to add new language as (#8) that would permit the awarding of "professional" certificates for students with an associate's degree w/o requiring those students to pursue a baccalaureate.
       -The first certificate that is likely to qualify under this change, if approved, is an undergraduate degree in cybersecurity.
       -No objections. A specific proposal for vote will be forthcoming.

6.   Minor Stand Alone Credits and Exception Language
Topic raised by Jenni Keitges. The current policy on the registrar's website states:

11. Use of U.S. Diversity and International Perspectives credit in a minor.
       Credit used for these requirements cannot be used as part of the 9 credits of a minor which

cannot be applied to other requirements. Exceptions to this rule will apply to minors in: African American Studies, American Indian Studies, French, German, International Agriculture, International Studies, Russian Studies, Spanish, and Women's Studies.

Discussion:

-There was confusion among committee members as to whether this language overrides the nine credit standalone requirement for a minor.

-Given that time was running out, further discussion was tabled.

7.   Required Synchronous Meeting Times to be listed in Schedule of Classes for Online Courses

Discussion:

-Some instructors do not list synchronous meeting times in the course schedule. As a result, students sometimes find out on the first day of class that there is a synchronous requirement.

-The registrar's office can add "late" information in the course notes.

-The committee was not clear whether it has the power to require this information.

-Boyne will discuss with Associate Deans.