

**Faculty Senate Curriculum Committee - Minutes of the meeting of April 4, 2013**  
**Laboratory of Mechanics – Room 107 - 1:10 pm to 2:00 pm**

Members in attendance: Cameron Campbell (Design), Jared Danielson (Vet Med), Bill Dilla (Business), Char Hulsebus (Registrar's Office), Doug Jacobson (Engineering; substitute Chair), Judy Strand (Graduate College), Diane Rupp (Registrar's Office), Rob Wallace (LAS). [8]

The meeting was called to order at 1:15 pm by substitute chairperson Doug Jacobson.

The meeting summary from 7 March 2013 was reviewed; one correction suggested: Spelling of 'Crumpton'. Motion made to approve amended minutes by Wallace; second by Campbell. The edited agenda was approved unanimously.

No general announcements were made at this time.

**UNFINISHED BUSINESS**

1. Regarding the program name changes submitted to the Academic Affairs Council, Wallace reported that the name change for the program in Agricultural and Biosystems Engineering had been approved by the AAC, and that the name change for the major in Family Finance Housing and Policy needed to be vetted through the Department of Finance in the College of Business.

It was also announced that there will be forthcoming proposals for an interdisciplinary graduate major (MS/PhD) in Gerontology, and a new Master's degree and Certificate coming from the College of Engineering.

2. Char Hulsebus inquired if there was a general need for training sessions for catalog editing. If necessary, sessions could be set up for general participants, or could be set up by college. Contact her if there is a need to do establish a training session time and place.

3. There has been some limited progress on the Faculty Senate Curriculum Portal web site; Judy Strand reported that she had been working on the curriculum 'flow chart'. It is anticipated that the FSCC Curriculum Portal site will go "live" some time during the Fall 2013 semester.

4. There was no further progress accomplished on the Early Credit Task Force response at this time.

5. Jacobson will continue to work on the situation regarding the IT problem created with concurrent MBA programs and loss of accessibility for students in dual programs.

**NEW BUSINESS**

1. A discussion commenced regarding the inclusion of instructor names in course descriptions in the catalog; Char Hulsebus cited examples where the inclusion of names created inaccuracies or other problems. A motion was made by Wallace, "As a matter of general policy, course instructor names shall not be included in course descriptions in the University Catalog"; motion seconded by Dilla. With no further discussion, the motion was approved unanimously. Catalog editors should remove instructor names in those descriptions that still have them included. Continuation on the same theme regarding inclusion of offering dates (years) in course descriptions. Some felt that inclusion of offering dates for

alternate (or less frequent) courses was helpful to students and advisers in planning for future semesters. Diane Rupp noted that there will now be at least 1 previous year of on-line "Schedule of Classes" remaining on the Registrar's web site (including semester and year of offering, with instructor names located there) in addition to the current and future semester's schedules to assist with planning and advising.

2. The Committee then discussed the status of enforcing prerequisites, in response to a request from the Department of Economics to address this concern. In many cases, possible enforcement is "too late" in that students have registered for classes for which they may not have met the prerequisite. Diane Rupp provided one possibility for instructors to take by announcing at the start of the class that "prerequisites in the course would be enforced" in that the instructor may not be able to enter a passing grade for those students who have not met the prerequisite, and recommending that they withdraw from the course. In only certain cases can an instructor 'de-register' a student from the course that they have signed up to take, despite the student not having met the prereqs. Perhaps there will be registration systems in the future that can provide information on whether enrolled students have met or have not met the course prerequisite(s), but at the present time, each of these requests for information about enrolled students about meeting the course prerequisites still needs to be done on an individual course basis.

3. Campbell brought a situation involving an urgent credit change request for CRP 432 (Community Planning Studio II), which the Committee thought should be variable credit. Discussion continued on how students with different credit needs (4 cr. vs 6 cr., for example) might be accommodated by setting up different sections with different credits for each. Motion made by Wallace to allow setting-up CRP 432 as variable credit, with two sections, one at 4 credits; the other at 6 credits; second by Danielson. Motion approved unanimously

Meeting was adjourned at 1:56 pm.

Respectfully submitted,

Rob Wallace  
College of Liberal Arts & Sciences representative to the FSCC