Minutes of the Faculty Senate Curriculum Committee Meeting  
Friday March 27, 2015  
9:00-9:50 AM  
Room 107 Lab of Mechanics

Attending: Doug Jacobson (Engineering, Chair), Dave Cantor (Business), Jared Danielson (Veterinary Medicine), Char Hulsebus (Registrar’s Office), Gordie Miller (Liberal Arts and Sciences), Judy Strand (Graduate College), Nick Terhall (Government of the Student Body), Curt Youngs (CALS), and Jessica Hurst (Apparel, Events & Hospitality Management; College of Human Sciences - guest)

Meeting called to order at 9:02 am.

Three items were removed from the agenda due to the absence of Suzanne Hendrich who was scheduled to lead discussion on those items. One item was added to the agenda per request of Char Hulsebus.

Curt Youngs moved and Jared Danielson seconded approval of the minutes of the March 6, 2015 meeting of FSCC with one correction of a typographical error (change date of approved minutes from February 6, 2014 to February 6, 2015). Motion carried unanimously on a vote of 6-0-0.

New Business:

1. Undergraduate Certificate in Merchandising. Jessica Hurst presented the proposal to establish an undergraduate certificate in Merchandising. The certificate consists of a minimum of 20 credits, 13 of which are specifically required of all students as a core. Courses approved to fulfill requirements of the certificate are offered through AESHM (Apparel, Events, and Hospitality Management) and AMD (Apparel, Merchandising and Design). The justification for the certificate includes: a) allowing students to have documented training in merchandising (the certificate is listed on the transcript), b) enabling ISU apparel design students to document proficiency in merchandising, and c) facilitating acquisition of knowledge of post-baccalaureate students in merchandising.

Curt Youngs moved and Jared Danielson seconded approval of the proposed undergraduate certificate in Merchandising on the following conditions:
   a. Question #9 on the program proposal form is revised to address merchandising programs/certificates in educational institutions outside of Iowa (to ensure no unnecessary duplication of programs existing elsewhere)
   b. Question #11 on the program proposal form is revised to reflect current titles of faculty involved with the program
   c. Updated letters of support are obtained from the AESHN chair, College of Business administration, and College of Design administration
d. New votes by the various approval bodies are obtained, and the voting record form is completed and attached when the revised proposal is submitted to FSCC Chair Jacobsen.

Motion carried unanimously on a vote of 6-0-0.

2. **Retroactive credit for US Diversity/International Perspectives courses.** Char Hulsebus asked for clarification/guidance on how to handle requests for retroactive application (to a student’s degree program) of courses approved for either US Diversity or International Perspectives credit. When degree audits are programmed, a “start date” must be provided, and start dates typically coincide with the start of a semester (fall, spring, or summer). There have been instances when a student has taken a course in spring (for example), and then the course gets approved for USD/IP credit effective the following fall. Should the student automatically be allowed to receive credit for this? Curt Youngs moved and Jared Danielson seconded adoption of a policy that retroactive credit should not be automatic but that retroactive credit could be granted IF the College Curriculum Committee Chair verifies that there had been no substantial changes in the course (e.g., content, student learning outcomes) between the time the student was enrolled in the course and the time the course appeared on the approved courses list. Gordie Miller asked if the policy should also apply for courses that were once on the list but were no longer there. The consensus was that this also should be allowed; however, the College Curriculum Committee Chair would need to provide compelling reasons to “overturn” the decision made by the College to remove the course from the approved courses list. Motion carried unanimously on a vote of 6-0-0.

3. **Announcement.** Char Hulsebus announced that she has distributed a list of experimental courses that have been successfully offered and which are eligible for inclusion in the 2016-2017 catalog. She asked that FSCC members share with members of their respective college curriculum committees. Gordie Miller asked if the list could be shared in Excel format (as well as pdf) to enable college curriculum committee chairs to edit the list of courses before sending to individual curricula.

4. **Adjournment.** Meeting was adjourned at 9:40 am (yes – we adjourned early! 😊)

Respectfully Submitted,

Curt Youngs
March 30, 2015