Attending:

**Voting members:** Doug Jacobson (ENG; FSCC chair), Chuck Schwab (CALS), Mark Hargrove (LAS), Anne Clem (BUS), Ruth Litchfield (CHS), Jelena Bogdanović (CoD)

**Ex-officio:** Nadia Jaramillo (GPSS Grad. Student Representative), Karen Zunkel (Provost’s office), Jenni Keitges (Registrar), and Judy Strand (Grad College).

**Guests:** Mark Simpson (Registrar), John Haughery (ABE), Gretchen Mosher (ABE), and Tom Brumm (ABE).

Doug Jacobson, FSCC chair, convened the meeting at 2:09pm.

- Short introduction of the participants. Agenda reviewed, minutes assigned.
- Approval of FSCC minutes from April 20, 2018; vote 6 (for)/0 (against)/0 (abstain).
- Items forwarded from AAC: none.

**New Business:**

Moved to new business and proposal from the ABE, presented by guests:

1. **Name Change: Applied Engineering and Technology Management Major**
   Proposal presented by John Haughery (ABE), Gretchen Mosher (ABE), and Tom Brumm (ABE). All relevant documents sent in advance and briefly discussed. A motion was made to approve the proposal, seconded, and unanimously approved: vote 6 (for)/0 (against)/0 (abstain).

2. **Name Change: Applied Engineering and Technology Management Minor**
   Proposal presented by John Haughery (ABE), Gretchen Mosher (ABE), and Tom Brumm (ABE). All relevant documents sent in advanced and briefly discussed. A motion was made to approve the proposal pending the final approval of the name change for the Applied Engineering and Technology Management Major; seconded, and unanimously approved: vote 6 (for)/0 (against)/0 (abstain).

**Unfinished Business:**

1. **FH 10.8.3 Consistency of Curriculum across Sections and Modality of Instruction**
   Karen Zunkel presented ver.4 for the language for FH 10.8.3 regarding the consistency of curriculum across sections and the need for the item in expectations of Feb 2020 HLC review. After short discussion, a motion was made to approve the current version pending minor editorial of the language “with the understanding that the course learning experience provides the appropriate emphasis and time for students to achieve the core learning outcomes” to clearly state that the course learning experience must cover the core learning outcomes. The motion was seconded, and proposal approved; vote: vote 6 (for)/0 (against)/0 (abstain).

**Back to New Business:**

3. **Approval process document – discussion of ‘how soon’ can programs be offered, catalog language**
   Karen Zunkel from the Provost’s office and Mark Simpson, Registrar, presented the approval process document regarding the ISU curricula issues and in particular those related to the
establishment of new programs. In essence, it takes two to three years for a program to go through the entire process; after approval from the board of regents, HLC gives the final approval; while Homeland Security has to approve programs that enroll international students (a process that usually takes a year or more). A motion has been made to approve the proposal to speed up the process and change the language from the current ISU catalogue that states “...New courses and programs take effect in the fall term,” to “New programs may be offered in the term (semester or summer session) following final approval by the Board of Regents, State of Iowa and any required accrediting bodies.” A motion was made to approve the change and revised catalogue language; seconded, and unanimously approved: vote 6 (for)/0 (against)/0 (abstain).

4. Credit hour/modality of instruction committee for HLC
   a. Recruitment of one Faculty Senate Curriculum Committee member to serve on an ad-hoc committee for credit hour/modality of instruction – HLC item. Anticipate about 4 meetings total fall into early spring semester. Rob Wallace and Karen Zunkel are co-chairing the committee.
   Karen Zunkel presented the item and need to provide clear guidance of student enrollment in courses based on their credit hours; confirmed that Seda McKilligan, Associate Dean for Academic Programs at the CoD is already part of this ad-hoc committee and asked for the volunteer from FSCC to serve on the committee; short discussion.

   b. Input on how best to approach gathering information on student effort/time per credit hour for three specific instruction types: research, independent study, and supervised experience
   Karen Zunkel presented the item; short discussion on how to gather the information.

5. Language for study abroad meeting international perspectives requirement
   Karen Zunkel presented the document regarding the US Diversity/IP Guidelines Suggested Change in Language, item 3. Study abroad experiences and the international perspectives requirement. After short discussion, a motion was made to approve the suggested change to be inclusive of university level courses taken during study abroad and not necessarily exclusively ISU courses themselves; while ISU study abroad courses should be at least three weeks long for courses of 3crh or more. Seconded, and unanimously approved: vote 6 (for)/0 (against)/0 (abstain).

With no other items to discuss, meeting adjourned at 3:03 pm.

Respectfully submitted,
Jelena Bogdanović, September 17, 2018.