

Faculty Senate Curriculum Committee (FSCC) Minutes
Monday Sept 15, 2014
9:00-9:50 AM
Room 107 Lab of Mechanics

Attending: Suzanne Hendrich (HS), Cameron Campbell (DSN), Curt Youngs (CALs), Nick Terhall (GSB), Gordie Miller (LAS), Jared Danielson (Vet Med), Dave Cantor (Business), Doug Jacobson (Chair), Char Hulsebus (Registrar), Diane Rupp (Registrar)

Introductions were made.

The agenda was reviewed and approved.

Minutes from May 1, 2014 were approved with minor modification (attached).

Unfinished business:

1. Memo to catalog editors (see attached document)

The committee reviewed the memo and will send it on to their college's units. The committee discussed catalog organization and will further discuss possibly trying to recommend more standard approaches to providing curricular information in the catalog in ways most accessible to students. Examples of not showing curriculum requirements for some graduate programs or undergraduate minors in the catalog were mentioned as possible areas of concern and further discussion.

2. Modifications of annual college reports. (see minutes from 5/1/2014)

Char reviewed the link to "Reports" under the Catalog Editing website. This link goes to the template for college reports (<http://www.registrar.iastate.edu/catalog-editing/reports>). Each committee member received a hard copy of their college's report template and current report contents (course changes submitted last spring). These report templates need to be shared within each college, so that the curricular changes sections can be added and the college reports reviewed by FSCC before the December faculty senate meeting. Char will generate a summary table for course changes to be included in each college's report and she will send those summary tables to each college's FSCC member for us to review with our college curriculum committee. One change was decided to be added to the college report templates—an * after Minors, and a note below that indicates *This includes specializations within graduate majors, reflecting the recent clarification to faculty handbook section 10.8. The definition of and requirements for a Specialization within a graduate major will be investigated by Suzanne Hendrich, to report at the next meeting.

An additional item of unfinished business was raised, which was how it was determined which college reviews experimental courses or course changes for courses offered by departments that are administered by more than one college. This will be discussed at future meetings with input from Dr. Holger and after further investigation by committee members.

New Business:

1. Materials for college reports (Char)
 - a. college reports are posted: <http://www.registrar.iastate.edu/catalog-editing/reports>
This was discussed above.

2. S/F grading (Char)
 - a. The Office of the Registrar receives requests for S/F - graded combinations for courses, which is not possible under current policy. Sometimes the request occurs after a course has begun and thus puts a student in a difficult situation. The discussion could provide the opportunity to clarify the S/F policy, and also clarify issues related to requesting a change in grading method in between catalogs.

This will be discussed further at the next meeting. Committee members will further investigate what courses are currently offered as both S/F and graded. It was thought that only graduate research credits (599, 699) were offered with this flexibility but a current issue has emerged with study abroad course sections in at least one department.

3. Any new programs coming this fall
This was postponed to the next meeting. A notice was sent to curriculum committees to let Dr. Holger's office know of new academic program proposals that are being planned this year.

Another item of business was what the best advice would be to departments regarding review of other department's course offerings, and what process can assure that necessary consultation about courses affecting other departments is done appropriately.

Next Meeting Monday September 29 (Hendrich will chair)

Minutes submitted by Suzanne Hendrich 9/17/2014