

Curricular Issues Committee Meeting Notes

Dec 2, 2016

Present: Sally Widenmann, Lara Miller, Debby Zeller, John Jarschke, Charlene LaRoux, Misty Donaghy Cannon, Arfa Alfatooni, Paul Hibbard, Jane Walker, Sheri Spencer, Ralph Tadday, Stefan Sieter, Dodi Coreson, Andrew Feldman, Sandra Shinkle, Mary Campbell, Tammi Drury, Jayme Frazier, Guests: Dean Dowless David Becker

Meeting was called to order by Mary Campbell

Link to Curriculum Management Dashboard

[Curriculum Management Dashboard](#)

Approved New Program Proposal:

None at this time

Approved New Courses:

None at this time

Approved Revised Course Proposals

CE6. 488: ADV Surveying/Land Development

WD4. 263: Fabrication & Pipe Welding Capstone

WD4. 242: Fab & Repair Practices I

Revised Course Proposals –Not Approved

CEM 263: Plane Surveying

Course sent back, needs human relations component

Topics:

AGS degree:

The current course proposal form does not have the AGS as an attribute selection, as a result new courses do not show as meeting the AGS degree. Mary Campbell and Sally Widenmann will review the spreadsheet that Mary prepared to determine which courses can be placed on the consent agenda and which ones require more scrutiny by the committee. We will bring this back at next meeting.

The committee also discussed how to make sure people are actually checking with the library when proposing a new course or program without making a lot of extra work. Several processes were discussed. Many members thought it would be helpful to attach an email showing the correspondence with the library. Other suggestions: make the library person a member of the committee; invite the library to the committee meeting when a new program or course is on the agenda; ask the librarian to review all courses and work with the submitter on those that are problematic. The committee voted to require the submitter of a course, or program, to attach evidence of consultation with the library. Fulfillment of this requirement would most commonly take the form of an email attachment documenting the exchange between the submitter and the library. To effect this change, the CSI office will work with Smart Catalog to create a new field on the course form. The new form will be available in the Fall of 2017 as folks begin submitting proposals for the 2018-19 catalog year.

Next Meeting: January 13, 2017

