

**CALS Curriculum Committee Meeting**  
**Tuesday, January 28, 2014**

Present: Jackson, Barak, Bland, Kloppenburg, Skop, Van Eyck, Gonsiska, Gisler, Sottile

Absent: Brown, Day, Fritsch, Olson, Smith, Steele

Meeting start time: 12:02pm

**MINUTES**

- Motion to approve minutes from Nov. 26, 2013: Skop, Bland – passed

**COURSE PROPOSALS**

- AAE 780 “Research Colloquium”
  - New course. Spring semester. Course for PhD students who are beyond their courses and their exam. This should be listed as a pre-requisite because it is currently not. Pre-requisite is that students submit research question and elevator spiel the fall semester prior to enrolling in Spring – is this permitted on campus? Perhaps prerequisite should be “consent of the instructor” or teach the course over two semesters.
  - Motion to approve with suggestion to reconstruct prerequisite to “consent of instructor”: Barak, Skop – passed
  - Discussion:
    - What is the legality (or not) of requiring students to do work before a class begins?
    - CALS staff to address the usage of “8” in course number
- F&WE 672 “Historical Ecology”
  - New course. 2 credit seminar. Meets once per week for 2 hours. Graduate or senior standing. Sent for outside review to Zoology and Environmental Science; consulting with Nelson Institute and Geography. Has already been taught twice as “875.”
  - Motion to approve: Bland, Van Eyck – passed
- HORT 372 “Colloquium in Organic Agriculture”
  - Course change. Seminar course meets once per week. Capstone for Horticulture. 1 credit course, but can be 2 credits if students participate in the study abroad component. Asking for L&S breadth designation (“B”).
  - Motion to approve the “B” designation: Skop, Bland – passed (should be noted we recommend it go forward to L&S for their approval to add the “B” designation.)
  - Discussion:
    - Suggest the instructor add half grades to the syllabus
- HORT 374 “Tropical Horticulture”
  - Course change. Asking for L&S breadth designation
  - Motion to approve the “B” designation: Skop, Bland – passed (same comment as above)
- Sociology proposals

- Regards Community and Environmental Sociology (CALs) and Sociology (L&S). CALs cross-lists all our courses with L&S, but L&S does not do so with CALs. Looked at all courses to decide what is introductory and what is mid-level and required so that courses are easier to navigate for students and faculty. Some course descriptions and titles have been changed as well as course prerequisites. Some of the changes will affect CALs and C&E Sociology.
- Motion to approve Sociology's proposals for course changes: Kloppenburg, Barak – passed
- Discussion:
  - L&S introductory courses are different from CALs introductory courses

#### **ADDITIONS TO AGENDA**

- Refer to hand out given by Randy Jackson via email on 1/9/14
  - Discussion:
    - Add “instructional FTE” to question 1.
    - Add “non-faculty FTE” as question 2 and include categories such as “permanent,” “ad hoc,” etc.
    - Add another question asking for average number of additional instructional FTEs (permanent, temporary, grad-based, etc.)
    - CALs may have fewer adjunct instructors than other colleges and schools on campus
    - Clarify question 3, asking if departments have an algorithm or equation. How does your department determine teaching load? How are instructional expectations for faculty in your department determined?
    - Clarify question 4: Is undergraduate advising considered part of the faculty teaching load in your department? Perhaps ask about graduate students.
    - Add question: How does your department account for, or credit, independent study, internships, etc.?
    - Add question/matrix addressing high impact learning practices and define them using language already utilized on campus, i.e. learning communities, undergrad research, collaborative work, etc. Masarah to send information to Randy.
    - Amend question 5 to include “required courses offered by your department.” Remove “courses typically used as electives” and just refer to all courses which fulfill credit requirements for a major in the department. Add “teaching assistantships” in parentheses for question 5.
    - Clarify in the introduction of the form that it is intended to give departments the opportunity to report actual data
    - Letter should be from Randy and Sarah
  
- Meeting adjourned 1:15pm