

Minutes

CALS Curriculum Committee Meeting
Tuesday, December 15, 2009, Noon – 1:30
250 Agricultural Hall

Present: Stier (Chair), Eidi, Gillian-Daniels, Gisler, Grummer
Howell, Paustian, Pelegri, Pfatteicher, Martin, Scheufele

Absent: Bednarek, Bohnhoff, Kurtz,

NEW BUSINESS

Approval of November Minutes – The November 17th minutes were unanimously approved.

New Course Proposals

BIOLOGY 660:

Research Mentor Training Practicum, 1 credit

Lead: Kurtz

Revised items requested: grading scale, renaming of course, cover letter paragraph 3, address item #17, letter from Bacteriology

(Note: Plant Pathology 801 was dropped by the CALS Curriculum Committee based on obsolete course review.)

A motion to approve **BIOLOGY 660** was made by Paustian and seconded by Stier. Discussion was held and clarification of the grading requirements was explained. **The motion passed.**

Course Change Proposals

BIOCHEM 651:

Biochemical Methods, 2 credits

Lead: Bohnhoff

Requested Changes: adjust credits from 2 to 3, course description

A motion was made by Stier and seconded by Howell to approve the **BIOCHEM 651** course change proposal. Discussion was held regarding the role of BIOCHEM 511 in this course proposal and its cover letter. It was decided that for clarity, references to BIOCHEM 511 should be removed. As a result, item 7 on the course proposal should be revised. **The motion passed with conditional approval upon changing item 7 on the proposal.**

FOOD SCI 301:

Introduction to the Science and Technology of Food, 3 credits

Lead: Kurtz

Requested Change: Prerequisites

A motion was made by Paustian and seconded by Howell to approve the **FOOD SCI 301** course change proposal. When final copies are submitted for the divisional committee, item 13b will need to be answered and it was recommended that the words “too stringent” be changed to “too restricting” in item 6 and in the cover letter. The motion passed with conditional approval upon changing items 13b, 6 the cover letter wording of the term “too stringent.”

NEW BUSINESS -- 10 min

Paper copy processing (*Pfatteicher*)

In an attempt to conserve paper, a new policy will be created for submitting course proposals to the CALS Curriculum Committee. Initially one copy will be submitted to 116 Ag Hall, either hard copy or electronically. The proposal will be reviewed by a combination of the undergraduate programs office, the curriculum committee chair, and the lead for the proposal. Multiple copies (15) will be requested when the proposal is ready to be seen by the committee. Stier will be updating the direction sheet for course proposal submission that will in turn go to department chairs and department curriculum chairs. It was also noted that there is a campus-wide task force working on making course proposal submissions electronic.

Also, a link will be created from the CALS homepage to a newly developed CALS Curriculum Committee web page allowing wider access to meeting times, minutes, agendas, deadlines and processes required by the committee.

A motion to adjourn was made by Scheufele and seconded by Paustian. **The motion passed.**

Meeting adjourned at 12:45 pm.

January Meetings:

Tuesday, January 5th, Room 250, Agricultural Hall at noon

Tuesday, January 19th, Room 250, Agricultural Hall at noon

Submitted by Karen Martin