

# Minutes

CALS Curriculum Committee Meeting  
Tuesday, November 28, 2017, 12:00 p.m.  
113 Taylor Hall: Kristjanson Room

**Voting Members Present:** Jeri Barak, Bill Engels, Brian Gould, Pete Anderson, Tim Paustian, Ryan Ingebritsen

**Voting Members Absent:** Nick Balster

**Ex Officio:** Nikki Bollig

**Staff:** Carley Garvens

**Guests:** Jocelyn Milner, Denise Ney

**Meeting called to order at 12:04pm**

- 1. Discussion:** Syllabus Expectations Effective Spring 2018- Jocelyn Milner
  - Documents shared from Jocelyn Milner (Associate Vice Chancellor of Academic Staff) in regards to course syllabi expectations, changes, and timeline in preparation for HLC accreditation visit in Spring 2019
  - Two main changes included the course learning outcomes; number of credits/information about how the course meets the credit hour policy definitions
  - Currently working on a technology solution: online template, syllabus builder, linked to Canvas
  - Summarized the process for accreditation review of syllabi: could range from 25-400 syllabi, at the discretion of the reviewer, looking for regular & substantive student/instructor interaction, essential for accreditation, but also good for practice
- 2. Consent:** Review meeting minutes from October 24, 2017
- 3. Consent:** **431 SOIL SCIENCE** Soils of the World – course change; effective Summer 2018
- 4. Consent:** **335 PHYSIOL** Physiology – course change; effective Fall 2018-2019

**Motion to approve consent agenda items:** Anderson, Paustian

**Vote:** 5 approved, 0 denied, 0 abstained

- 5. Course Proposal:** **631 NUTR SCI** Clinical Nutrition – course change; effective Fall 2017-2018

**LEAD:** Paustian

- 6. Course Proposal:** **632 NUTR SCI** Clinical Nutrition – course change; effective Fall 2017-2018

**LEAD:** Paustian

**Motion to approve 631/632 NUTR SCI:** Paustian, Ingebritsen

- A change in the courses, as the content of the current course is just too big
- Change from one 4 credit course to two 3 credit courses; Adds 2 credits to degree overall

**Move to approve:** Paustian, Ingebritsen

**Vote:** 5 approved, 0 denied, 1 abstained

**Action:** Add number of credits on syllabi

- 7. Action:** Request for changes to Nutritional Sciences, Dietetics- Denise Nay
  - Rationale two-fold: To meet accreditation standards issued in June 2017, they are more comprehensive and specific in knowledge requirements; to improve student learning, as there is a tremendous amount of information in one course, information on clinical nutrition has expanded over the years, came about with recent staff/faculty changes
  - Allows expansion of teaching of community nutrition, as they have been weak on this subject
  - Student surveys suggested students felt behind in what is happening in clinical nutrition; dietetics club talked with Denise and she explained how she would teach it and received input; students asked questions and she received good response
  - Downside is that students will not be able to graduate in December; will honor current students and accommodate needs by offering a one credit course, might take 5 years

**Motion to approve:** Gould, Paustian

**Vote:** 5 approved, 0 denied, 1 abstained

**8. Course Proposal:** 471 DAIRY SCI/INTER-AG Food Production Systems Sustainability-new course; effective Spring 2017-2018

**LEAD:** Balster

- 3 credit course
- Concerns about the course covering a multitude of topics and whether or not it would facilitate deep learning; Suggestions to tighten up the topics, less breadth
- Used to be taught with three other instructors, so he was given a TA; Concerns about how the learning outcomes will be assessed and how the students will know they are achieved; Suggestion to make the outcomes more specific, just in case the assessments and outcomes seem impossible

**Motion to approve:** Barak, Gould

**Vote:** 6 approved, 0 denied, 0 abstained

**9. Information:** Guide Overview- Bollig

- Overview of the Guide for the committee so that they can be informed members to share the information
- Went live over the summer, all new students were shown this
- Updated three times per year (June, late October, early January) with June being the primary release
- Another module of the same software, Courseleaf, will result in a new course proposal system; current system in place until the end of this academic year

**10. Information:** Genetics Major Change of Biocore 485 + 587 from Core to Subset 2- Bollig

- Genetics was approached by Biocore because they had an interest in knowing whether their courses were equivalent to Genetics 466/468
- Genetics faculty reviewed and felt strongly that the two Biocore courses were not equivalent and did not want to allow students to take those two to meet the requirement
- They will be grandfathering students in, effective for students who declared Fall 2017

**11. Information:** Request to Change Name of Genetics Undergraduate Program- Bollig

- Genetics submitted request to change name; It was seen by APC and they didn't have concerns, but wanted letters of approval from other units
- Scheduled to go back to APC last week, but concerns were raised prior to the meeting from Bacteriology, so it is bumped to the next meeting in order to address and respond to concerns