

Undergraduate Curriculum Council
December 05, 2007
Minutes

Members Present:

Amanda Al-Turk Dahl	Dionne Fortenberry
Golda Vandiver	Bobby Fugitt
Rex Bruington	Dee Larson
Rochelle Hughes	Lillie Smith

Ex-Officio Members Present:

Pat Donat	Sandra Jordan
Cay Lollar	

Guests Present:

Mark Bean	Marty Hatton
Tom Richardson	Glenn Rhyne
Holly Krogh	Scott Tollison
Youn Mi Lee	Barry Smith
Dorothy Berglund	Dorothy Kerzel
Rita Hinton	Joyce Hunt

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The Undergraduate Curriculum Council met on December 5, 2007, at 2:00 p.m. in the Welty Boardroom. The minutes of the November 2, 2007, meeting were approved by a unanimous vote. However, a note was added: FS 205 is not listed in the articulation agreement.

University Administration Actions

Dr. Limbert approved the Council Actions from the November meeting concerning the following:

- Proposal to Offer a New Course -- Interdisciplinary Studies (IS) Capstone
- Proposal to Offer a New Undergraduate Degree Program, Interdisciplinary Studies
- Proposal to Modify an Existing Course
 - o Change from FS 335 Management of Family Resources
 - o to FS 225 Management of Family Resources
- Proposal to Modify an Existing Course – FS 401 Families & Public Policy
- Proposal to Modify an Existing Course –
 - o Change from FS 425 Program Planning & Evaluation
 - o To FS 465 Program Planning & Evaluation

- Proposal to Modify an Existing Curriculum – Family Studies Teacher Certification
 - o Replace FS 342 (deactivated) with BU 240 Consumer Economics

Council Actions:

College of Arts and Sciences

Tom Richardson presented the following proposal for Art and Design:

- Proposal to Modify an Existing Course -- ART 315 Women Artists in History
 - o Cross-list as WS 315

This action will benefit the students and make the course more visible for the Women's Studies minor.

Dorothy Kerzel presented the following proposals for Biological Sciences:

- Proposal to Modify an Existing Course – BSB 459 Histology
- Proposal to Modify an Existing Course – BSB 351 Plant Physiology
- Proposal to Modify an Existing Course – BSM 241 Microbial Genetics

These proposals are changing prerequisites in order to better prepare the students.

Rochelle Hughes made the motion to accept the proposals for Art and Biology as presented. Cay Lollar seconded the motion and it was passed unanimously.

Marty Hatton and Barry Smith presented the following proposals for Communications:

- Proposal to Modify an Existing Curriculum -- Communications

The change in curriculum creates a stronger core of required writing courses. Pat Donat made the motion to accept the proposal as presented. Rex Bruington seconded the motion and passed unanimously.

- Proposal to Offer a New Course – COM 250 Newsgathering

Pat Donat made the motion to accept the proposal with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. This course will become the feeder course for content for both the print and online versions of The Spectator and WMUW. Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 200 Writing for the Media

Cay Lollar made the motion to accept the proposal with the following changes to the proposal: Prerequisite requirement will be EN 101 and BU 157 or higher computer-based course. The prerequisite change proposal was needed to better reflect the nature of the needs of the course. Golda Vandiver seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 310 Digital Culture

Pat Donat made the motion to accept the proposal as presented. This course will have a change in prerequisite requirements. COM 102 is added to better reflect the nature of the needs of the course. The new COM 200 course was also added. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 320 Mass Communication & Society

Rochelle Hughes made the motion to accept the proposal as presented. This course will have a change in prerequisite requirements. COM 102 is added to better reflect the nature of the needs of the course. The new COM 200 course was also added. Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 325 Virtual Design

Cay Lollar made the motion to accept the proposal with the following changes. Prerequisite requirement will be BU 157 or higher computer-based course. The prerequisite change proposal was needed to better reflect the nature of the needs of the course. Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 410 Media Law & Ethics

Pat Donat made the motion to accept the proposal as presented. The new prerequisite will be COM 102 and 12 hours in Communication. COM 102 was added to better reflect the nature of the needs of the course. Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – COM 465 Communication Senior Seminar

Dionne Fortenberry made the motion to accept the proposal as presented. The new prerequisite will be COM 250, COM 310, COM 320, & Senior Standing. COM 250, COM 310, and COM 320 are added due to specific skills in writing and understanding of basic communication theories. Rochelle Hughes seconded the motion and it was passed unanimously.

Rita Hinton presented the following proposals for English.

- Proposal to Modify an Existing Curriculum -- English

This proposal was tabled because of two other tabled items.

- Proposal to Modify an Existing Course -- EN 300 English Composition

Rochelle Hughes made the motion to accept the proposal as presented. A student was required to have 54 hours before taking EN 300. Changing the required hours to 45 will allow a student to take this course during the second semester of his or her sophomore year. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 301
 - o From Introduction to Linguistics
 - o To Advanced Grammar
- Proposal to Modify an Existing Course -- History of English Language
 - o From EN 430
 - o To EN 302

The content, title, number and level are changing in these two courses. Therefore, it was suggested by the committee that these proposals be resubmitted as proposals for new courses. It was also recommended that proposals to delete or inactivate the old courses be submitted. Therefore, these proposals were tabled.

- Proposal to Modify an Existing Course -- EN 311
 - o From Nonfiction Prose Writing
 - o To Nonfiction Writing

Cay Lollar made the motion to accept the proposal as presented. The title will be changed to Nonfiction Writing. Golda Vandiver seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- Ancient Greek and Roman Myth
 - o From EN 240
 - o To EN 334

Dee Larson made the motion to accept the proposal as presented. The course, which often serves as a foundation for the study of all literature, is more appropriate at the 300 level. Dionne Fortenberry seconded the motion and it was passed unanimously. {Note: Will need proposal to delete EN 240.}

- Proposal to Modify an Existing Course -- EN 350
 - o From Images of Women in Literature
 - o To Women in Literature

Pat Donat made the motion to accept the proposal as presented. Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 350 Women in Literature
 - o Cross-list as WS 350

Cay Lollar made the motion to accept the proposal as presented. The course will be cross-listed as WS 350 in order to increase the visibility of the women's studies courses and minor. A notation should added: If you are an Elementary Education major using English as a concentration, you must take an English course to received credit. Sandra Jordan seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 375
 - o From Images of Women in Medieval Literature
 - o To Women in Medieval Literature

Sandra Jordan made the motion to accept the proposal as presented. Lillie Smith seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 375 Women in Medieval Literature
 - o Cross-list as WS 375

Cay Lollar made the motion to accept the proposal as presented. The course will be cross-listed as WS 375 in order to increase the visibility of the women's studies courses and minor. A notation should added: If you are an Elementary Education major using English as a UCC

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concentration, you must take an English course to received credit. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 420 Seminar in English Literature
- Proposal to Modify an Existing Course -- EN 425 Seminar in American Literature
- Proposal to Modify an Existing Course -- EN 426 Seminar in World Literature

Pat Donat made the motion to accept the proposals with the following changes: The new prerequisite will be “One 300-level English course” and the new course description will be “A study of a period, theme, genre, or other topics of English Literature. May be repeated for a maximum of 6 hours credit when the topics change. There is currently no course description. EN 426 will complement the other seminars in English and American literature, and allow the English department to offer courses in World literature that are not in the regular rotation. In addition, the course objective will change to better reflect proper documentation of student learning outcomes. Cay Lollar seconded the motion and it was passed unanimously.

- Proposal to Offer a New Course -- EN 428 Independent Study in English

Pat Donat made the motion to accept the proposal with the following changes: the prerequisites will be advanced standing and permission of the Department Chair. May be repeated for a maximum of 6 hours credit. In addition, the course objective will change to better reflect proper documentation of student learning outcomes. The course is needed because currently there is no way for students to accomplish a course of directed readings and research in a professor-supervised independent study. Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- Literature in Postcolonial World
 - o From EN 330
 - o To EN 433

Rochelle Hughes made the motion to accept the proposal as presented. The course number will be changed from EN 330 to EN 433. The renumbering better reflects the difficulty of the course. In addition, the new prerequisite will be “Any 300-level English class”. Sandra Jordan seconded the motion and it was passed unanimously. {Note: Will need proposal to delete EN 330.}

- Proposal to Offer a New Course – EN 444 The Earliest English Literature

Lillie Smith made the motion to accept the proposal approved with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The course fulfills a needed gap in the curriculum: the period of English literature that precedes Chaucer. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- Chaucer
 - o From EN 451
 - o To EN 445

Dee Larson made the motion to accept the proposal as presented. The course number will change from EN 451 to EN 445, the title will change to Chaucer and the Medieval World, the prerequisite will change to “One 300-level English course” and the description will change to “An examination of Chaucer’s poetry and the medieval world it reflects, including contemporary European influences on Chaucer’s work. Readings will include The Canterbury Tales, as well as selections from works such as Dante’s Inferno, the Decameron, the Romance of the Rose, and “The Consolation of Philosophy”. Rex Bruington seconded the motion and it was passed unanimously. {Note: Will need proposal to delete EN 451.}

- Proposal to Modify an Existing Course -- EN 455
 - o From Early Modern Lyric Poetry
 - o To Early Modern Poetry

Rochelle Hughes made the motion to accept the proposal as presented. The prerequisite will change to “Any 300-level English class,” and the course description will be “This course will focus on the English poets and poetic movements of the late sixteenth century through the seventeenth century, including both epic and lyric genres. This course will include poets such as John Donne, Phillip Sydney, Edmund Spenser, Christopher Marlowe, William Shakespeare, Isabella Whitney, Ben Jonson, Andrew Marvell, Aphra Behn, and Jon Milton.” Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Delete an Existing Course -- EN 459 Spenser
- Proposal to Delete an Existing Course -- EN 467 Milton

Dionne Fortenberry made the motion to accept these proposals as presented. These courses are remnants from the graduate program that existed several years ago. Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 490 The Literature of the South

Rochelle Hughes made the motion to accept the proposal as presented. The prerequisite will be EN 101 and six (6) hours of other EN courses and the new course description will be “A study of Southern writers from the early 20th century to the present. Readings include short story writers and novelists. Readings will also include both well-known writers such as William Faulkner and Carson McCullers, and New South writers such as Frederick Barthelmew and Barry Hannah.” Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- Modern Poetry
 - o From EN 321
 - o To EN 491

Dee Larson made the motion to accept these proposals as presented. The number will change from EN 321 to EN 491 and the new prerequisite will be “Any 300-level English course.” This change will better reflect the difficulty of the course. Rochelle Hughes seconded the motion and it was passed unanimously. {Note: Will need proposal to delete EN 321.}

- Proposal to Modify an Existing Course -- Contemporary Poetry
 - o From EN 322
 - o To EN 492

Dee Larson made the motion to accept these proposals as presented. The number will change from EN 322 to EN 492 and the new prerequisite will be “Any 300-level English course.” This change will better reflect the difficulty of the course. Dionne Fortenberry seconded the motion and it was passed unanimously. {Note: Will need proposal to delete EN 322.}

- Proposal to Offer a New Course -- EN 493 Modern Fiction
- Proposal to Offer a New Course -- EN 494 Contemporary Fiction

Pat Donat made the motion to accept these proposals with the following changes: EN 493 Modern Fiction: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisite will be EN 101 and six (6) hours of other EN courses and the course description will be “This course is a study of fiction from 1900-1970, focusing on Modernism and Postmodernism. Readings will include major American and British authors, but will also include various world authors.”

EN 494 Contemporary Fiction, was approved with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisite

will be EN 101 and six (6) hours of other EN courses and the course description will be “This course is a study of fiction of the latter half of the 20th century to the present. The course will include both short story writers and novelists such as Saul Bellow, Raymond Carver, Alice Munro, J.M. Coetzee, Amy Hempel, Ian McEwan, and others.”

Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course -- EN 495
 - o From Twentieth Century Drama
 - o To European, British & American Drama from the 19th Century to the Present

Cay Lollar made the motion to accept these proposals with the following changes: the new title will be Drama from the 19th Century to the Present. The course description will be “This course will focus on the dramatic arts, including the rise of the modern drama and its construction based on political and cultural values as well as the anti-hero and his or her function within the play. Theatrical experience such as performance art will also be included.” Lillie Smith seconded the motion and it was passed unanimously.

- Proposal to Delete an Existing Course -- EN 497 Twentieth Century American Fiction
- Proposal to Delete an Existing Course -- EN 498 Twentieth Century British Fiction

Cay Lollar made the motion to accept these proposals as presented. The material in these courses are being combined and restructured into two new courses. Sandra Jordan seconded the motion and it was passed unanimously.

Information Item - Cay Lollar made the motion to accept the list of prerequisite changes per the memo dated November 28, 2007, from Rita Hinton to Tom Richardson as presented. Rex Bruington seconded the motion and it was passed unanimously.

College of Business

Glen Rhyne presented the following proposals for the College of Business.

- Proposal to Modify an Existing Curriculum -- Entrepreneurship Concentration

Sandra Jordan made the motion to accept the proposal as presented. The new concentration will be added to the current curriculum offered in the Department of Business Administration (see the proposal for details). Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Offer a New Course – BU 280 Introduction to Entrepreneurship and Small Business

Rochelle Hughes made the motion to accept the proposal with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The course description will be “An introductory entrepreneurship course designed to provide an overview of the startup and growth of a small business. Students will learn how to recognize opportunity, develop a business concept, and determine its feasibility. Attention will also be given to financing and managing a small business.” Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Offer a New Course – BU 487 Entrepreneurship Projects

Sandra Jordan made the motion to accept the proposal was approved with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisites will be BU 381, BU 361, BU 355, or Approval of the Department Chair and the course description will be “A capstone, project-based course that will focus on the development of a comprehensive business plan. Emerging and varying entrepreneurial business issues and practices will be covered. The course will be updated each year to ensure relevant topics are considered.” Lillie Smith seconded the motion and it was passed unanimously.

- Proposal to Inactivate an Existing Course – BU 395 Entrepreneurship and Small Business

Cay Lollar made the motion to accept the proposal as presented. The new entrepreneurship concentration will require the addition of two new courses, BU 280 and BU 487 that are more specific in nature. As the concentration grows, the COB may need to bring back the 300 level entrepreneurship course. Sandra Jordan seconded the motion and it was passed unanimously.

- Proposal to Offer a New Course – BU 363 Integrated Marketing Communications

Pat Donat made the motion to accept the proposal with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisite will be BU 361 and the course description will be “This course is designed to introduce the student to the various elements of the promotional mix and how they may be used in an integrated fashion to produce a cohesive marketing message. Integrated Marketing

Communications (IMC) strategies using public relations, advertising, direct and online marketing, personal selling, and sales promotion and how they support marketing objectives will be addressed.” Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum – Marketing Concentration and Minor

Cay Lollar made the motion to accept the proposal as presented. The proposal replaced the COM 210/COM 413 requirement for Business majors and minors (with a concentration in Marketing) with a new course, BU 363 Integrated Marketing Communications. Rex Bruington seconded the motion and it was passed unanimously. See attached Addendum.

- Proposal to Modify an Existing Course – BU 361 Principles of Marketing
- Proposal to Modify an Existing Course – BU 490 Marketing Management

Cay Lollar made the motion to accept the proposals as presented. The new prerequisite for BU 361 will be BU 211, BU 201 or BU 202. The new prerequisite for BU 490 will be BU 361. Rochelle Hughes seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – BU 495 Marketing Research

Pat Donat made the motion to accept the proposal as presented. The new prerequisite will be BU 345, BU 361 and senior standing. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – BU 381 Principles of Management

Cay Lollar made the motion to accept the proposal as presented. The new prerequisite will be BU 211, BU 201 or BU 202. Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum –
 - o Replace BU 395 Entrepreneurship and Small Business
 - o With new course BU 280 Introduction to Entrepreneurship and Small Business

Cay Lollar made the motion to accept the proposal with the following changes: a statement will be added to the requirements as they will appear in the MUW Bulletin that states “Six hours of Business Electives, excluding BU 157.” The proposal will remove BU 395 Entrepreneurship

and Small Business from the Management curriculum and add BU 280 for both the management concentration and minor. Lillie Smith seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – BU 498 Organizational Behavior
 - o From BU 498
 - o To BU 382

Cay Lollar made the motion to accept the proposal as presented. The course number will change from BU 498 to BU 382 because the course is a junior level course. Rochelle Hughes seconded the motion and it was passed unanimously. {Note: Will need proposal to delete BU 498.}

- Proposal to Modify an Existing Course – BU 463 Strategic Management
 - o From BU 463
 - o To BU 497

Dee Larson made the motion to accept the proposal as presented. The course number will change from BU 463 to BU 497 because this is the capstone course and should be numbered in such a way as to reflect its importance as a core requirement. Rochelle Hughes seconded the motion and it was passed unanimously. {Note: Will need proposal to delete BU 463.}

- Proposal to Offer a New Course – BU 345 Advanced Statistical Analysis for Business

Rochelle Hughes made the motion to accept the proposal with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisites will be as follows MA 123, prerequisite or concurrent enrollment in BU 160, and two of the following: MA 113, 130, 150 181 or higher. The course description will be “An advanced course in business statistical methods that reviews hypothesis testing and estimation. Chi-square, analysis of variance, nonparametric concepts, index numbers and time series data, independent linear regression, and forecasting are also covered. Computer statistical packages will be used.” Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Inactivate an Existing Course – BU 270 Statistical Analysis for Business

Dee Larson made the motion to accept the proposal as presented. A new, more intensive course (BU 345) has been created and will replace BU 270. Lillie Smith seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum – Business Core to add BU 345

Sandra Jordan made the motion to accept the proposal as presented. BU 270 is being replaced by BU 345 in the business core requirements. Dionne Fortenberry seconded the motion and it was passed unanimously. See attached Addendum.

- Proposal to Offer a New Course – BU 322 Web Development for Businesses

Scott Tollison presented this proposal. Pat Donat made the motion to accept the proposal with the following changes: the course objective will change to better reflect proper documentation of student learning outcomes. The prerequisites will be BU 157 or BU 160 or Permission of the Department Chair and the course description will be “This course is designed to highlight the use of electronic commerce applications and virtual storefronts used by organizations to market themselves and their products to the public. Students will learn a variety of tools and techniques used to develop web pages for the business environment and will apply this knowledge in the design and development of websites for local businesses and organizations.” Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum – Management Information Systems to add BU 322 to MIS minor

Cay Lollar made the motion to accept the proposal as presented. The BU 320 course in the minor will be replaced with the newly created BU 322 course and BU 320 will be an option in the optional selection list. Rochelle Hughes seconded the motion and it was passed unanimously. See attached Addendum.

- Proposal to Modify an Existing Course – BU 211 Principles of Accounting I
- Proposal to Modify an Existing Course – BU 212 Principles of Accounting II

Rochelle Hughes made the motion to accept the proposals as presented. The new prerequisite will say: MA 113, and BU 160 as a prerequisite or concurrent enrollment. Dionne Fortenberry seconded the motion and it was passed unanimously.

- Proposal to Delete an Existing Course – BU 466 CPA Review

Cay Lollar made the motion to accept the proposal as presented. Sandra Jordan seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum – Accounting

Rochelle Hughes made the motion to accept the proposal as presented. The now deleted CPA Review course, BU 466, was removed from the curriculum and BU 305, Government/ Non UCC

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Profit Accounting was added. Cay Lollar seconded the motion and it was passed unanimously. See attached Addendum.

College of Education and Human Sciences

- Proposal to Inactivate an Existing Course – HKC 160 Weight and Aerobic Training This course was designed for HK majors only. It is no longer necessary to have a separate course for majors only.
- Proposal to Inactivate an Existing Course – HK 340 Management of Sport and Physical Education HK 340 is no longer required for any HK major.
- Proposal to Inactivate an Existing Course – HK 129 Beginning Fencing Equipment will need to be upgraded before reactivation.
- Proposal to Inactivate an Existing Course – HK 136 Horseback Riding The course has not been offered in years. Access to stables will need to be investigated before reactivation.
- Proposal to Inactivate an Existing Course – HK 214 Basic Canoeing Equipment will need to be upgraded before reactivation.

Sandra Jordan made the motion to accept these proposals as presented. Golda Vandiver seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Course – HKH 381 Health Problems

Cay Lollar made the motion to accept the proposal as presented. The new course title will be Community Health Issues. Rex Bruington seconded the motion and it was passed unanimously.

- Proposal to Modify an Existing Curriculum – Kinesiology – Teacher Education
- Proposal to Modify an Existing Curriculum – Exercise Science
- Proposal to Modify an Existing Curriculum – Exercise Science - PT

Cay Lollar made the motion to accept these proposals as presented. HKC 147 will replace HKC 160 as a required majors course in the H&K Teacher Education curriculum. HK 403 will replace HK 461 w/lab as required majors course in the Exercise Science-PT curriculum. Rochelle Hughes seconded the motion and it was passed unanimously.

Honors

- Proposal to Offer a New Course – HO 250 Great Books III: The Early Modern World
- Proposal to Offer a New Course – HO 252 Great Books IV: The Modern World

All Honors College proposals were tabled at this time.

Culinary Arts Institute

- Proposal to Modify an Existing Curriculum -- Culinary Arts Minor

Sandra Jordan made the motion to accept the proposal as presented. The Institute will offer a joint emphasis minor in Culinology between The Departments of Food Science, Nutrition and Health Promotion at Mississippi State University and the Culinary Arts Institute (see proposal for details). Rochelle Hughes seconded the motion and it was passed unanimously.

Old Business

Dr. Jordan suggested that the agenda items be numbered to make it easier to reference when we have such a long list of proposals.

Family Studies will bring back proposals in January.

FS 205 is not in the articulation agreement.

New Business

We will be having a January meeting due to the number of proposals to be included in the new catalog. The meeting time however, will be at 2:00 for the January meeting and we will meet at 1:30 for the February meeting.

Dee reminded the committee members to share the information from the committee meetings with their departments in order to facilitate any subsequent changes or proposals that need to be brought back to the committee. As it takes some time to get approvals, meeting minutes cannot

be published immediately. A reminder that this committee is a recommending body only. We are not the decision makers.

Policy Review – Pat Donat will rewrite the template for new course proposals to include student outcomes.

It was suggested that a copy of the agenda be sent to the areas that have proposals being brought before the committee. This would let them know what order the proposals are listed and when they would need to be available to present their proposals. Dee and Cay will work on wording of a letter.

Remind areas of changes for next catalog and deadlines.

Adjournment

Dee Larson adjourned the meeting.

The next meeting will be Friday, January 18, 2008, at 2:00 p.m. in the Welty Board Room.