M I N U T E S
CALS Curriculum Committee Meeting
Tuesday, March 27, 2012, 12:00 p.m.
250 Agricultural Hall

Present: Bednarek, Bland, Fadl, Gisler, Jackson, Mitchell, Paustian, Pelegri, Pfatteicher, Stubbings, Whillock

Absent: Barak, Hayslett, Oosterwyck, Pearson

Mitchell made a motion to open the meeting, and Pelegri seconded the motion. The meeting was opened at 12:05.

Minutes
The minutes were unanimously approved.

New Course Proposals
URPL 611: Urban Design: Theory and Practice
Mitchell was the lead on this proposal. He noticed that there is no grading scale on the syllabus. The big issue was that at the beginning of the proposal (under the heading "Include the following attachments:"), it was unclear whether the department had evidence of approval for these first four classifications. The committee determined that the first qualification, evidence of approval from academic owner's curriculum committee, was sufficient, due to a hard copy of an email passed out at the meeting signifying approval by the URPL curriculum committee. There was no evidence of approval from crosslisted academic units, and this is needed if the department wishes to crosslist the course with Landscape Architecture. The third qualification, evidence of approval from school/college curriculum committees, will be provided by the CALS Curriculum Committee once the course is approved. It was unclear whether the fourth qualification, evidence of discussion with other academic units regarding duplication, was met. There seemed to be no evidence of this discussion included in the course proposal package.

Pfatteicher mentioned that many URPL faculty have joint appointments with Landscape Architecture, and most of these faculty have the knowledge to tell if there is duplication between this course and any courses in the LA department; therefore, faculty such as Brian Ohm or Jim LaGro could be sufficient instead of obtaining a formal letter from someone in the LA department.

Paustian brought up the fact that in item #22 of the proposal, it is unclear what the prerequisites are. Are both senior standing and consent of the instructor required for each student, or would either one of the prerequisites be sufficient?

Mitchell made a motion to table the proposal, pending receipt of the following items: a) a letter from the URPL department stating that the Curriculum Committee has approved the course, and also that their faculty and the LA department agree that there is no duplication with other courses; b) an updated course syllabus that includes a grading scale; c) either a letter from LA approving the crosslisting of the course or the dropping of the crosslisting request; and d) the clarification of item #22 in the proposal. Paustian seconded the motion, and **the motion to table the proposal passed.**

Inter-Ag 421: Global Health Field Experience

Pelegri was the lead on this proposal. This proposal was first brought up in the February 28th meeting, and it was tabled. The biggest problems were items #13 and 17, and those items were clarified in the updated proposal. Pelegri had a few remaining minor questions. It was determined that since this is not a topics course, specific section names will not appear on students' DARS or transcripts. This can be solved by students putting specific field experiences on their resumes. Pelegri also noticed one minor thing in the syllabus: At the top of the third page, the syllabus states that an online expression of interest by students does not replace application or registration requirements of campus study abroad units, but there is not much clarification on what these requirements are. The committee determined that this was not a change that needed to be made for the course proposal approval, but it could be provided as feedback nonetheless.

Pelegri made a motion to approve the proposal, and Mitchell seconded the motion. **The motion to approve the proposal passed.**

Bednarek made a motion to adjourn, and Paustian seconded the motion. The meeting was adjourned at 12:45 p.m.

Submitted by Maria Stubbings