**CHSS Curriculum Committee Meeting Minutes**

**9/17/13**

Attendees: Charity Butcher (POLS, CC Chair); Bert Way (HIST & PHIL); Nicole Martin (PSYCH); Gail Markle (SOC and CJ); Carolyn Carlson (COM); Bill Griffin (DFL); Sarasij Majumder (GEO & ANTHRO); Neysa Figueroa (ISD); Chris Palmer (ENGL); Thierry Léger (ex-officio, CHSS); Denise White (Guest—ENGL); Jennifer Dickey (Guest—HIST & PHIL); Gabriel Soldutenko (Guest- PHIL); Susan Rouse (Guest- HIST and PHIL).

I. Meeting called to order.

II. Approval of minutes from the meeting on 8/20/13.

 A motion was made to approve the minutes from the 9/3 meeting. Motion then seconded. The minutes were then approved by a majority via voice vote.

III. Old Business

(A) **ENGL 2110**

All changes committee requested were made.

A motion was made to approve the second reading of this proposal. The motion was then seconded and approved via voice vote of the full committee.

(B) **HIST 3328**

Jennifer Dickey explained that all changes were made to the document as requested.

A motion was made to approve the second reading of this proposal. The motion was then seconded and approved via voice vote of the full committee.

(C) **Certificate in Political Communication**

All changes committee requested were made.

A motion was made to approve the second reading of this proposal. The motion was then seconded and approved via voice vote of the full committee.

IV. New Business

(A) **Native American Studies Minor Change**

Sarasij discussed department’s desire to consolidate the minor from three requirements to one required course. This would allow for more optional courses. The department also wants to change the credit hours from 8 credit hours to 12 credit hours.

Committee members recommended the following changes:

1. Correcting duplication of courses.
2. Using cross-out lines to delete previous courses.
3. Standardize the use of U.S. or United States across all course titles.
4. Insert a space between 12 and credit.
5. Fix “one required course” in the summary section.
6. Although not a requirement, it was suggested that course descriptions (3310, 3311, and 3380) should be updated to reflect the new guidelines of using complete sentences and tense.

A motion was made to approve the first reading of this proposal, with the committee requesting the proposer make all the above changes to the proposal. The motion was then seconded and approved via voice vote of the full committee.

(B) **Public History Certificate- change certificate**

Jennifer discussed that the department would like to add two elective courses, Architectural History (HIST 3327) and Introduction to Archives and Records Management (HIST 3328). The proposal also would remove HIST 3375 and TSP 3093.

Committee members recommended the following changes:

1. Strike- through any deletions (two classes).

A motion was made to approve the first reading of this proposal, with the committee requesting the proposer make all the above change to the proposal. The motion was then seconded and approved via voice vote of the full committee.

A motion was then made to waive the second reading of this proposal, with the understanding that all the above changes will be applied before moving the proposal to the next level. The motion was then seconded and approved via voice vote of the full committee.

(B) **BA in Philosophy- Change program**

Susan discussed adding Latin American and Caribbean Philosophy (PHIL 3210) to the lists of course options within the major. This course will join Asian Philosophy (PHIL 3200) as a requirement for non-western philosophy.

Committee members recommended the following changes:

1. Change the course number away from PHIL 2206 from summary of changes proposed.

A motion was made to approve the first reading of this proposal, with the committee requesting the proposer make all the above change to the proposal. The motion was then seconded and approved via voice vote of the full committee.

A motion was then made to waive the second reading of this proposal, with the understanding that all the above changes will be applied before moving the proposal to the next level. The motion was then seconded and approved via voice vote of the full committee.

(B) **Minor in Philosophy- Change minor**

Susan stated that the minor has been looking like a laundry list of classes and the department wanted to consolidate the list. This includes offering PHIL 3000, 3010, and a choice of any 3000-4000 level course.

Committee members recommended the following changes:

1. Change wording to Ancient *or* Modern.
2. Adjust the credit hour wording. It is confusing.
3. It was suggested that the wording be altered to “choose ‘2 of the following 3 options.’”
4. In section 3, change the wording of continuously.
5. Drop the S in divisions.

A motion was made to approve the first reading of this proposal, with the committee requesting the proposer make all the above changes to the proposal. The motion was then seconded and approved via voice vote of the full committee.

A motion was then made to waive the second reading of this proposal, with the understanding that all the above changes will be applied before moving the proposal to the next level. The motion was then seconded and approved via voice vote of the full committee.

(B) **Methods and Themes in Comparative Philosophy- new course**

Susan stated that the department has hired new faculty that can help put an added emphasis on comparative philosophy. The department proposed this course to focus on the writing and reading within this field.

Committee members recommended the following changes:

1. Change spelling in part A- philosophies.
2. Alter how grades are calculated.
3. “Will be” is repeated in discussion of exams and evaluations.
4. Add a grading scale to the syllabus as well as a disability statement.
5. On the first page:
	1. Add in the course title.
	2. Place the course number (only) in the required box.
	3. Shorten the prerequisite name to ENGL 1101.
	4. Eliminate the prerequisite in the course description.
	5. Objectives do not need to be repeated.

A motion was made to approve the first reading of this proposal, with the committee requesting the proposer make all the above change to the proposal. The motion was then seconded and approved via voice vote of the full committee.

A motion was then made to waive the second reading of this proposal, with the understanding that all the above changes will be applied before moving the proposal to the next level. The motion was then seconded and approved via voice vote of the full committee.

VI. Adjournment

A motion was made to adjourn the meeting. The motion was then seconded and approved by voice vote of the full committee.

*Minutes submitted by Nicole G. Martin*