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## Curriculum minutes 12/04/2014

Curriculum Committee

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**UMM CURRICULUM COMMITTEE  
2014-15 MEETING #11 Minutes  
December 4, 2014, 10:50 a.m., MFR**

*Members Present:* Bart Finzel (chair), Sarah Ashkar, Carol Cook, Stephen Crabtree, Dan Demetriou, Janet Ericksen, Pieranna Garavaso, Sara Haugen, Peh Ng, Ricky Rojas, Gwen Rudney, and Emily Sunderman

*Members Absent:* Donna Chollett, Pilar Eble, Judy Korn, Maryanna Kroska, and Sonja Swanson

*Visitors:* Nancy Helsper, Kellie Meehlhause, and Jeri Squier

*In these minutes: Task Force on Credit Counts in Majors/Minors - Membership; EDP Review Committee Recommendation; Online Catalog Changes due to “The Upgrade”*

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**Announcements**

Finzel noted that this is the last meeting of the semester.

**Approval of Minutes – November 20, 2014**

MOTION (Ng/Ashkar) to approve the November 20, 2014 minutes. Minutes were approved by unanimous voice vote.

**Task Force on Credit Counts in Majors/Minors - Membership**

Finzel explained that the charge of the task force on credit counts in majors/minors will be to research what is being done on other campuses in order to provide insight on minimum and maximum credits. A motion was made at the last meeting to create a task force that will make recommendations to this body. He would like to keep the number to five or so in order to be able to act nimbly and bring the recommendations to this group for discussion and action. Ng questioned whether five might be too large a number and asked if it represented a desire to have representation from every division. Ericksen stated that she would prefer it be fewer than five. Garavaso suggested that it be reduced to three. Finzel noted that it would be fine to have a small number if all we were asking them to do was to report data. We would like to have them make a recommendation based on the data and the logic behind it. The consensus was to go forward with a group of five people. Finzel asked if the group should be made up of all Curriculum Committee members. It would be easier to manage if it was internal. The timeline would require a decision of this body before the next catalog cycle, so the report of the task force would be due early next fall. Finzel asked for volunteers. Division representation will be:

Education: Emily Sunderman

Humanities: Dan Demetriou

Science and Mathematics: Michael Korth

Social Sciences: TBD (Ericksen was charged with finding a volunteer from this division.)

The fifth member: TBD

The committee will return to this discussion in January.

## **Educational Development Program (EDP) Review Committee Recommendation**

The membership of the EDP review committee consisted of Pilar Eble (chair), Dan Demetriou, and Ricky Rojas. Eble was not in attendance to present the report of the review committee, so Finzel asked Demetriou if he would do so. Demetriou, noting that he was not prepared to do so, agreed to do what he could to explain the committee's work. Demetriou noted that there was a separate pot of money devoted to courses having to do with sustainability and/or leadership. The review committee found it easy to recommend awards to proposals with that component. Finzel noted that he had met with the Principal Investigator on the Cargill Sustainability Grant that is funding the sustainability/leadership awards, to review and confirm that there was a strong enough basis upon which to recommend four awards in this category.

Finzel reminded the committee that, in addition to the sustainability/leadership priority mentioned earlier, the priorities (in random order) were: 1) courses that meet the HDIV Gen Ed requirement; 2) program revisions or 1xxx level courses taught by multiple faculty in programs that are in need of significant renewal; 3) courses in majors with new faculty; 4) courses that incorporate instruction in discipline-specific writing; 5) courses that generate artifacts to assist assessment of the Student Learning Outcomes of written communication, critical thinking and problem solving, and quantitative literacy; and well-developed proposals that address a significant need within the curriculum or that will benefit large numbers of students will also be considered.

The EDP Review Subcommittee proposed that 14 of the 18 applications be awarded EDP grants for summer 2015:

Lisa Bevevino, French: course development – *Quests, Quails, and Custards: Making Medieval and Early Modern France Accessible to Undergrads*  
Mark Collier, Philosophy: course revision – *Sustainable Ethics*  
Theodora Economou, Management: course revision – *Revision of Human Resource Management 3151 and 3152 to Incorporate Principles and Practices of Sustainability Management*  
Becca Gercken, English and American Indian Studies: course revision – *Sustainability and Leadership in American Indian and World Indigenous Literature and Film*  
Barbara Burke and Mary Elizabeth Bezanson, Communication, Media, and Rhetoric: course revision – *Teaching Public Speaking in the 21st Century: A review and revision of the introductory course*  
Bradley Deane, English: course development – *The Graphic Novel*  
Wendy Emo, Elementary Education: course revision – *Learning the “Foundations of Reading” in an After School Program*  
Rachel Johnson, Biology: course revision – *Development of a Laboratory Component for Immunology (Biol 4231)*  
Seung-Ho Joo, Political Science: course development – *The United Nations: Simulated Negotiations*  
Tim Lindberg, Political Science: course development – *American Judicial Process and the U.S. Supreme Court*  
Ted Pappenfus, Chemistry: course revision – *Development of Writing Skills in Upper-level Chemistry Lab and Lecture Courses*  
Heather Peters, Psychology: course revision – *Multicultural Psychology Course Overhaul*  
Roger Rose and Tim Lindberg, Political Science: course revision – *Legislating in POL 1201, American Government & Politics*  
Gary Wahl, Studio Art: course revision – *Flipping the Studio Classroom*

Demetriou noted that the general EDP areas were much more competitive. Of the ten that were funded, Gary Wahl's proposal has to do with some classroom flipping and adds a 1xxx-level class with a safety component. Slight preferences were given to majors with new tenure-track faculty, which helped with the decision to recommend awarding Tim Lindberg for one and Roger Rose and Tim Lindberg for another. Bradley Deane proposes a 1xxx-level IC course that is compelling. Barbara Burke and Mary Elizabeth Bezanson propose a 1xxx-level public speaking course that will involve a great number of students as well as a number of faculty members. Wendy Emo's proposal is a redesign of a 2xxx-level course that addresses a real need to staff an after-school program.

Ericksen asked how the amount of each award was determined. Demetriou explained that \$1,500 was awarded for course revisions, and slightly more (\$2,250) was awarded to new courses. He noted that \$3,000 was only awarded for joint proposals, with the amount split between the two faculty members. Finzel noted that an exception was made to award Becca Gercken \$3,000 from the Cargill funds, but her proposal was for two courses. Finzel added that a number of the proposals did not fit any of the priorities. That surely made the task more challenging. Seung-Ho Joo's and Tim Lindberg's proposals reflect a change approved by this committee, moving courses to a 2-credit module. Ted Pappenfus's course fits the priority of bringing discipline-specific writing to the curriculum. Heather Peters's course offers an HDIV Gen Ed. Ng added that Wendy Emo and Rachel Johnson each were awarded for proposals that fit the priority of courses in majors with new faculty. Ng questioned why Bradley Dean's proposal was funded. It's for an IC course, which wasn't one of the six priorities. Were there other components that made it good enough to be awarded? Finzel answered that, other than being an attractive IC offering, it does not meet the priority criteria. Sunderman noted that the proposal mentioned that, if the course is not successful as an IC course, he would reframe it as a 1xxx- or 2xxx-level English course with either a HUM or an HDIV designation. Ericksen stated that we don't offer 1xxx-level English courses, so it would have to be a 2xxx-level course with an HDIV designator. Finzel noted that the proposed list of awards is coming to the committee as a recommendation, so an adjustment can be made to the list.

Ericksen asked for an explanation as to why four proposals were not funded. Demetriou noted that Jong-Min Kim's proposal was originally awarded but was later moved off the list of awardees. Finzel explained that when he met with Clement Loo, they couldn't identify a strong enough sustainability component in the proposal to fund it. Rojas stated that he was also part of committee and had promoted Jong-Min Kim's proposal because it was loosely based on the environment and is an interesting course. That was the rationale for promoting it initially, but he agreed with the decision to remove it. Finzel added that he would hope the course does get developed.

Garavaso asked for an explanation for why three of the Humanities Division proposals were not funded. The three courses in the Humanities were 2xxx-level courses, and two of them would satisfy the HDIV designator priority. Finzel explained that not all of the courses could be funded and those that were not funded did not match the criteria as well as others. Garavaso asked if the reasons for non-funding will be communicated to the applicants. Finzel stated that an explanation will be given in the notices that will be sent to the applicants.

Cook stated that it would have been helpful to have the applications available to the entire committee when discussing the recommendations. Ashkar agreed and stated that without reading the proposals, she did not feel she could accept the recommendations. Finzel noted that is how subcommittees work, although we can certainly do that for the next round if the group thinks that it would be helpful. Ng stated that making all of the proposals available to the entire committee is not necessary, but a couple of lines of summary from the subcommittee regarding each proposal

would have been helpful. Finzel replied that we would have gotten that information from the chair, if she had been at the meeting. Finzel stated that giving away money is one of the hardest things to do.

MOTION (Ericksen/Rudney) to approve the funding recommendation of the EDP Review Subcommittee. The motion passed (9-0-1).

### **Online Catalog Changes due to “The Upgrade”**

Helsper shared some significant changes that will be made to the online catalog as a result of “The Upgrade.” If you look at the current home page of the Curriculum Committee, under the heading “catalogs and courses” and go to “catalog,” you can see all of the courses with all of the information to help you advise students. You can make a copy and paste the information. That is going away. The majors/minors aren’t changing because PCAS isn’t changing. Squier added that PeopleSoft has nowhere to store program requirements or it would have changed. Helsper stated that instead, PeopleSoft will ask you to select instructor, then subject, then choose a course, then you get to an unfamiliar screen. The Course description is one sentence. Prerequisites are down below in a separate paragraph. What was in parenthesis behind the course title is also in a separate paragraph below, and the Gen Ed appears in course attributes. Finzel stated that if information such as a requirement of evening exams is in a separate paragraph below, we will have to get used to looking for that.

Ericksen stated that we won’t be able to see multiple descriptions at the same time, which is so useful in advising students. Finzel stated that we will have to rely more on the paper course catalog, even though it’s a snapshot in time.

Helsper warned the committee members not to be shocked when they go to look at a course list. It won’t be there. Meehlhause asked if the course schedule will change as well. Squier answered that it will look the same but will appear in blue and white. Ng asked if we will be able to see multiple courses at the same time. Squier answered that you will be able to see them at the same time under each discipline, which is the way it is now. One thing nice about this change is that if the prereq is enforced, it will state that there is an enrollment requirement and which course(s) you have to finish first.

Ng noted that it would be up-to-date and automatically populated when approved. Squier added that when she makes a change in the class schedule, it’s no longer an overnight process, but is in effect immediately. They are hoping to get some teaching labs up and running soon so that that faculty can go in and play around with it. Crabtree asked when it will officially take effect. Helsper answered that on Friday, February 13, the current system goes down. You can still view things the following week, but updates can no longer be made. We are the last institution to upgrade to PeopleSoft 9. It’s working in other places, so hopefully it will work for us.

Finzel thanked the committee members for their work during fall semester. He thanked Demetriou for filling in for Collier, who will return from leave spring semester. He also thanked Cook for serving on the committee. She will retire at the end of fall semester.

Submitted by Darla Peterson