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Curriculum Committee Minutes

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9-3-2003

### Curriculum minutes 09/03/2003

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University of Minnesota, Morris  
Morris, MN

**MINUTES 2003-2004 CURRICULUM COMMITTEE MEETING # 1**

September 3, 2003, 8:00 a.m. Behmler Conference Room

Present: John Schwaller, Mike Korth, Pieranna Garavaso in for Jenny Nellis, Jooinn Lee, Mary Elizabeth Bezanson, Chris DeVries, Tom Johnson, Dave Roberts, Monica Haynes, Annie Olson, Danielle Thibido, Jackie Thorvaldson, Ruth Thielke, Dorothy DeJager, Nancy Helsper and Jeri Mullin.

Absent: Judy Kuechle, Jenny Nellis

Visiting: Tom McRoberts

Schwaller asked everyone to introduce himself or herself since we have several new members on the committee this semester. Schwaller also briefly discussed CC's role and items to be addressed this year.

**APPROVAL OF MINUTES**

Schwaller asked for approval of minutes from March 26, 2003.

MOTION: (Bezanson, Garavaso) To defer approval of the minutes from March 26, 2003, to the next CC meeting.

VOTE: Motion carried (11-0-0)

**ADJUNCT COMMITTEE REPORTS**

Adjunct committee reviews are normally done in the spring of the year, however the Teacher Education Committee report was submitted after CC had adjourned for the year. The report does need to be reviewed as it carries a proviso that the committee be abolished. Kuechle, Chair of Education, has asked to have this item deferred, as she is not able to be at this meeting.

MOTION: (Bezanson, Garavaso) To defer review of the Teacher Education Committee report to the next CC meeting.

Discussion: A member asked if Campus Assembly approved continuation of the committee last spring. Schwaller stated that in absence of the annual report the committee was recommended to continue.

VOTE: Motion carried (11-0-0)

**COURSE APPROVALS:**

IS 1001 First Year Seminar: Human Diversity  
IS 1331 CE: Disability in America: Politics, Art, and Culture(s)  
Hist 3041 Indigenous People 1500-Present  
WSS 1351 CE: Beginning Tap Dance

Schwaller informed the committee that the approvals will be coming to CC in a new format printed directly from the ECAS (Electronic Course Authorization System). Instead of typing the information on the RC, NC or TC forms and sending a hard copy through for the approval process the information will be entered online into ECAS and forwarded on for approval, editing and be uploaded into PeopleSoft. Schwaller indicated that he believes the ECAS system will make for a more efficient process and eliminate errors and/or lost information.

### WSS 1351 CE: Beginning Tap Dance

Several members questioned the credit amount of the course suggesting that it should be offered for 1 credit and allow an ArtP designator. A member stated that it is only .5 credit because it is taught for the first half of the semester and sufficient explanation is provided for the GER exception. A member questioned why the instructor does not want to expand it to 1 credit to meet the ArtP requirement. McRoberts explained that the instructor did have a clear reason why the course would not meet the ArtP GER requirement.

MOTION: (Johnson, DeVries) To approve the proposed new course  
WSS 1351 CE: Beginning Tap Dance.

Discussion: A member stated that it was unfortunate to complicate the catalog with some courses have .5 cr and some having 1 cr. A member stated that the .5 credit courses only meet half of a semester. Another member stated the committee's time is not well spent speculating why the course was proposed this way. Another member also reminded the committee that not all CE courses are listed in the catalog.

VOTE: Motion carried (10-1-0)

### IS 1001 First Year Seminar: Human Diversity

This course change reflects the committee's earlier discussion and enforcement of listing the requirement of activities outside the regular scheduled meeting time.

MOTION: (Bezanson, Korth) To approve the revised course IS 1001 First Year  
Seminar: Human Diversity.

VOTE: Motion carried (11-0-0)

### IS CE: Disability in America: Politics, Art, and Culture.

This course was provisionally approved 4/29/03 and is now going for regular approval. Schwaller read the additional information of goals, assessment, rationale and faculty sponsor for this course.

MOTION: (Bezanson, Garavaso) To approve the proposed new course  
IS 1331 CE: Disability in America: Politics, Art & Culture.

VOTE: Motion carried (11-0-0)

HIST 3041 Indigenous Peoples in World History, 1500-Present: Schwaller read the additional information of goals, assessment, rationale and faculty sponsor for this course.

MOTION: (Johnson, Bezanson) To approve the proposed course  
HIST 3041 Indigenous Peoples in World History, 1500-Present

VOTE: Motion carried (11-0-0)

### COURSE APPROVAL PROCESS:

A member stated he was hesitant to move on to the ECAS system and questioned if this form will be sufficient for curriculum committee to use to approve courses. Schwaller indicated that he would like to try it for a while and that a guided version of the old form to show where the information can be found on the new form can be made available. A member asked the advantage of moving to the ECAS system and form. Schwaller indicated that the information was being entered 3-4 times by different people in different programs including ECAS and PeopleSoft. This will not eliminate all errors but will reduce the amount of errors along with duplication of work. All the information that goes into the catalog is pulled from ECAS. Mullin stated that the catalog is one piece of what ECAS will feed and we were completing the process backwards. Schwaller stated that the class schedule and database are also pulled from ECAS. A member commented that these issues have nothing to do with the faculty now and Schwaller explained that this whole process is part of what this campus does. A member questioned how the information would get to the division

secretaries to be input in ECAS. Schwaller explained that they could use the current form or email the information, which can then be cut and pasted into ECAS. A member asked if this would actually be adding more work and Schwaller explained that within the UMM system we are changing where the work is accomplished, which will mean that some people will be doing things they have not done before, but it will eliminate multiple entry of the same information. Even though there is no specific spot for the rationale, goals and assessment, or faculty sponsor information on the ECAS form at this time, it will be added in the Editors Comments section and the History Information going forward.

Meeting adjourned.

9:00 a.m.

Submitted by Karen Van Horn