**University Courses and Curricula Committee** January 11th 2017

 Talley Student Union 4140

 Call to Order: 12:47 pm

 **Members Present:** Chair Andy Nowel, Amanda Beller, Scott Despain, Catherine Driscoll, Helmut Hergeth, David Tarpy, Shweta Trivedi (remotely), Mian Wu, Elizabeth Fath, Andreas Orphanides, Kathleen Rieder, Steven Peretti, Richard Podurgal, Daniel Harper, Scott Ferguson, Peter Hessling

**Members Absent**: Alton Banks, Michael Robinson, Edwin Lindsay, Greg Young, Marta Klesath,

**Ex-Officio Members Present:** Li Marcus, Lexi Hergeth, Barbara Kirby, Charles Clift, Rebecca Swanson, Lindsey Mihalov

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair***—* Chair Andy Nowel welcomed everyone back for
* **Dr. Barbara Kirby, Associate Vice Provost-**Dr. Kirby reminded the committee to submit actions as soon as possible. The earlier actions are submitted, the better, particularly for new courses or actions. Dr. Kirby encouraged the committee to address courses within their respective colleges, which have not been offered in 5 years, as these can create errors within SIS.
* **Approval of the Minutes from December 14th 2016** – *Approved Unanimously*
	+ Discussion: Member Helmut Hergeth moved to approve. Minutes from the previous meeting were presented and approved without further discussion.

**NEW BUSINESS**

* **Consent Agenda***—Approved Unanimously*

Discussion: Member Kathleen Rieder moved to approve.

* **Fashion Design 18FTDBS-18FTDFAS and Textile Design 18FTDBS-18FTDTEX** -  *Approved Unanimously*
Discussion: Member Helmut Hergeth presented the Curricula revisions and explained the updates for each. Members complemented the visual displays illustrating the changes being made to the curricula. Member asked if having the amount of studio hours in the first year specifically for FTD 104 & 105 is purposeful or cause for concern. Member answered that having a number of studio hours in the first year is a practice done within the college of design. Member confirmed and discussed the critical path for freshman students and the benefits of first year students having studio time. Member brought attention to the distribution of credit hours through semester display, the presenter explained fewer hours are planned for the senior year, in contrast to the freshman year, to allow time for any necessary additional coursework and study abroad opportunities.
* **AGI 100 Enhancing Academic Success**– *Approved Unanimously*Discussion: Member Shweta Trivedi presented the course. Member asked if an additional week should be added in the syllabus, specifically after Thanksgiving break. Members discussed the number of weeks generally being 17 weeks in the Fall semester based on breaks. Charles Clift from Registration and Records explained the minutes spent in class add to the appropriate course length by including the hours allocated for final examinations. Dr. Kirby further explained some courses may not meet again after Thanksgiving if students are given an assignment that the completion of which will require the remainder of the course.
* **ANS 110 Introduction to Equine Science-** *Approved Unanimously*
Discussion: Member Shweta Trivedi presented the course.
* **ANS/HS 215 Agricultural Genetics**–*Approved Unanimously*
Discussion: Member Shweta Trivedi presented the course.
* **FM 460 Feed Mill Operations and Leadership**- *Approved Unanimously*Discussion: Member David Tarpy presented the course.
* **PO 421 Commercial Egg Production**- *Approved Pending*
Discussion: Member David Tarpy presented the course. Member asked if any additional safety concerns should be addressed as a friendly suggestion and the Presenter agreed to discuss safety concerns with the instructor. Member brought attention to the syllabus where safety protocol is outlined. Member brought attention to the attendance policy in the syllabus, which indicates one absence is permitted. However; in contrast, the absences policy indicates with university approved excused absences students are permitted to make up missed work. Members requested clarification on the absence policy, indicating if the missed coursework can be made up only if an absence is excused, or if the student can make up the work for an unexcused absence. Member brought attention to a typo and made the friendly suggestion to fix in the syllabus.

**Discussion**: Chair reminded the committee to bring feedback on how each college collects syllabi within the department and feedback related to the syllabus availability bill. Dr. Kirby informed the committee that the associate deans have a copy of the bill.

Meeting adjourned at 1:26 pm

*Respectfully submitted by Lexi Hergeth*