Date: January 27, 2016

**MEMBERS PRESENT:** Elizabeth Blood, Elizabeth Coughlan, Neal DeChillo, Jen Girgen, Donna Hills, Joe Kasprzyk, David Mercer, Megan Miller, Anne Noonan, Alexandria Peary, Jennifer Robinson, Chris Schoen, Gretchen Sinnett, Amy Smith, Peter Smolianov, David Tapley, Cindy Vincent

**GUESTS:** Theresa DeFrancis, English; Topher Morris, Theatre and Speech Communication; Steve Matchak, Geography; Steve Dion, Sport and Movement Science; Clarke Fowler, Education; Samantha Bates, Higher Education and Student Affairs graduate student interning with Megan.

I. **Chair’s Report**

Elizabeth announced that a quorum had been reached and called the meeting to order at 3:03pm. New packets were assigned as follows:

- J) Occupational Therapy: Chris S.
- K) Marketing and Decision Sciences: Cindy V.
- L) Sociology: Jennifer R.

II. **Subcommittee Reports**

No reports

III. **Special Business**

No special business

IV. **Old Business**

A. **PHILOSOPHY DEPARTMENT** (10/29/14, CRS B, Regina, 12/8/14) TABLED waiting for dept. PHL304-Existentialism (W-II) 15:146

B. **MANAGEMENT DEPARTMENT** (10/15/15 P. Smolianov and CRS E) TABLED BUS470-Business Policy and Strategy-Change in Course 16:139

B) BUS302-Business Study Travel Seminar-New Course 16:143

C. **MUSIC AND DANCE DEPARTMENT** (10/14/15 D. Hills and CRS A) TABLED MUS102N-Music and Humanities-Change in Course-HP 16:159

MUS103-Music and Humanities II-Change in Course-HP 16:160

MUS121-Women in Music History-Change in Course-HP 16:164

D. **ENGLISH DEPARTMENT** (9/24/15 Liz B. and CRS E) TABLED BA-English/M.Ed with a Minor in Teacher Education-Change in Flowsheet 16:052

BA-English/MA-English-New Flowsheet 16:068

Liz made a motion to remove 16:052 from the table, Amy seconded. The department made an error in the credits when they put the 4+1 flowsheet through. Credits will go from 34 to 36. They are also removing a course and adding two electives. **Unanimously approved.**
Liz made a motion to accept 16:068, Neal seconded. There are 9 flow sheets for the Combined Bachelor of Arts in English and Master of Arts in English program due to students being able to combine different options for undergraduate and graduate concentrations. Megan expressed concern about having the program ready to roll out for Fall 2016. Megan recommended Fall 2017, and Theresa concurred. Approved with one abstention due to absence.

E. COMMUNICATIONS DEPARTMENT (10/1/15, Brian A. and CRS D)

- BS-Communications-Advertising Communications Concentration-Change in Flowsheet 16:055
- BS-Communications-Media Production Communication Concentration-Change in Flowsheet 16:056
- BS-Communications-Media Studies Concentration-Change in Flowsheet 16:057
- BS-Communications-Public Relations Concentration-Change in Flowsheet 16:058

Brian was absent due to illness. Anne made a motion to accept, Amy seconded. Cindy is representing the department. She explained that the department is removing COM502 from the flow sheets. The department is no longer offering the course. Megan asked the department to discuss whether or not they want to delete the course. NEASC frowns upon courses that are on the books but never offered. For 16:056, the department wants to provide flexibility for students in terms of their minor. They can now choose between an Art + Design minor and a Music Technology minor. The department did not include an acknowledgment from the chair of Music and Dance. They also did not include degree maps. Approved with one abstention, subject to the department providing degree maps for all 4 flow sheets and acknowledgement from the chair of Music and Dance for 16:056.

F. COMMUNICATIONS DEPARTMENT (10/15/15 B. Alves and CRS D)

- COM110-Modern Media and Communications-New Course W-I 16:125
- COM220-Media Literacy-CS 16:126

Brian was absent due to illness. Anne made a motion to accept, Amy seconded. Cindy is representing the department. For 16:125, Alex, who is on the W-I sub-committee and runs the W-I program, expressed concern that the department has not adequately responded to constructive criticism. She is delighted that the department wants to offer a W-I course, but she would like to see more specificity about how the course assignments will meet the W-I criteria. Alex would be happy to meet with the department. Anne expressed concern that there needs to be more mentoring/guidance for faculty working on W proposals as the same issues seem to keep coming up. Megan motioned to table 16:125; Amy seconded. Unanimously approved.

For 16:126, Cindy explained that media literacy and analysis are increasingly being taught across grade levels. Students in this course are required to analyze media consumption individually and culturally. Elizabeth expressed concern that there was little variability in how the boxes in the Contemporary Society Table were filled out. Cindy explained how the analysis component of the course will work. 16:126 approved with two abstentions.

G. THEATRE AND SPEECH COMMUNICATION DEPARTMENT (10/13/15 J. Kasprzyk and CRS A)

- THE415 Lighting Design-New Course 16:081
- THE417-Sound Design-New Course 16:082
- THE418-Scenic Design-New Course 16:083
- THE419-Costume Design-New Course 16:084
The department is adding 4 new courses and making flow sheet changes to 4 of their concentrations. They are also changing the names of some courses to better align with the majority of higher education institutions. This will make determining transfer credits easier. The flow sheet changes better reflect the realities of the job market and graduate school today, where the expectation is that students will be focused on a given area rather than generalists. Megan said that the Theatre flow sheets will take effect for Fall 2017, but the new Theatre courses can be Spring 2017. Topher expressed frustration that deadlines and the timespan for the approval process aren’t clear to departments. Elizabeth pointed out that the deadlines on the website are not up to date. Megan explained to Topher that there is a mechanism where students can opt to follow a new flow sheet. Unanimously approved.

### H. GEOGRAPHY DEPARTMENT (10/15/15 D. Hills and CRS A)
- Environmental Sustainability Minor-Change in Minor 16:127
- Geographic Information Science Minor-New Minor 16:128
- Sustainable Tourism Minor-New Minor 16:129
- GPH344-Remote Sensing-Change in Course-Change in Course-SR 16:130
- GPH363-Seminar in Ecotourism-Change in Course-W-II 16:131
- GPH371-Environmental Sustainability and Society-Change in Course-CS 16:132
- GPH375-Food, Drink and the Environment-CS 16:133
- GPH462-Exploring Tourism Destinations-Change in Course 16:134
- GPH464-Tourism Planning and Development-Change in Course 16:135
- BS-Geography-Travel and Tourism Concentration-Change in Flowsheet 16:136
- GPH180-Saving the World-Social Justice in an Era of Climate Change-CS 16:137

Donna made a motion to accept, Megan seconded. Steve explained that the department will now have minors for each of their four concentrations. They will also keep their existing general minor. For 16:129, Megan asked whether the department wishes to allow students to double dip for the major and minor. For example, International Business students have some Geography courses on their flow sheet. Steve said that they are fine with double dipping. The department needs to include language authorizing the double dipping and how many credits will be allowed.

Anne made a motion to extend for 15 minutes, Neal seconded.

For 16:130, there was concern that the SR sub-committee had not reviewed the documents. For 16:131, there was concern that the department had not responded to criticisms from the W-II sub-committee, and suggestions from the CS sub-committee for some of the other courses do not seen to have been acted upon. Megan made a motion to table the packet so the department can address the above issues, Amy seconded. Unanimously approved.

### I. SPORT AND MOVEMENT SCIENCE DEPARTMENT (5/11/15, Anne Noonan and CRS D)
- BS-Athletic Training-Change in Flowsheet 16:001
- Fitness/Wellness Minor-Change in Minor 16:002
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<thead>
<tr>
<th>Department</th>
<th>Date/Authors</th>
<th>Course/Changes</th>
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<tbody>
<tr>
<td>Health and Consumer Science Minor</td>
<td>- Non-Teacher Track-Change in Minor 16:003</td>
<td>SMS304-Sport Development-New Course-CS, WC 16:004</td>
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<td>J.</td>
<td>SPORT AND MOVEMENT SCIENCE DEPARTMENT (9/18/15, Anne Noonan and CRS D)</td>
<td>SMS197-Yoga and Meditation-New Course-PGR 16:051</td>
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<td>K.</td>
<td>CHILDHOOD EDUCATION AND CARE DEPARTMENT (10/13/15 D. Hills and CRS A)</td>
<td>EDC401-Introduction to Lesson Planning-New Course 16:074</td>
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<td>BS-Education/M.Ed. Elementary Education-Change in Flowsheet-Exemption to Degree Credit 16:075</td>
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<td>BS-Education/M.Ed. Childhood Education-Change in Flowsheet-Exemption to Degree Credit 16:076</td>
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There being no time for further business, Amy moved to adjourn the meeting; Megan seconded. The vote to adjourn was unanimous, and the committee adjourned at 4:42pm.

Submitted by Gretchen Sinnett