I. Announcements
   A. The Meeting Summary from 27 April was reviewed. Motion to approve summary by Miller, second by Dark. Meeting summary was approved.
   B. Announcements:
      1. Wallace presented forthcoming changes about a new electronic version of experimental course forms now under review by the Faculty Senate Curriculum Committee. Other curriculum resources for faculty and departments are in development.
      2. Dean Zimmerman made several announcements of forthcoming actions in LAS Curriculum.
      3. Prof. Dark noted several catalog problems and inconsistencies that need to be corrected ASAP, such as NMGC listed graduate level classes. Wallace will consult with Char Hulsebus about these problems.

II. Old Business
   A. No Old Business was discussed.

III. New Business
   A. Experimental Course Review
      1. Anthr 417X – Topics in Cultural anthropology [Spring 2013]
         a. The committee reviewed the proposal; no substantive comments or corrections were raised about this proposal. Motion to approve by Lence; second by Geske. Motion carried.

   B. Proposal for Major in Criminal Justice
      1. The current draft of the proposal prepared by Prof. Matt DeLisi was reviewed by the committee and specific aspects of the content and presentation of the information in the proposal were:
         a. Need to better articulate the rationale and current program as a track in Sociology.
         b. Need to better state how many faculty are affiliated with the program.
         c. No mention of resources needed to run program (advising, new staff, etc.)
         d. Should present data on demand, graduate placement from program, etc.
         e. Need to identify role of lecturers and faculty in providing diverse array of courses in discipline/
         f. Should define the faculty advisory committee and procedures for administration of the major.
         g. Articulation with DMACC and other community colleges with criminal justice programs should be included.
         h. Should re-order learning objectives.
         i. It was noted that none of the CJST course have International Perspectives designation; contrary to one of the learning goals and objectives listed.
            Wallace will consult with Prof. DeLisi and present the recommendations from the LASCC's review and will await the next iteration of the proposal.

   C. Repeatability of MS 250 and MS 251
      1. The Committee reviewed the request for repeatability of these courses, and questioned if in fact 251 is not simply a repeat of 250(?). Concerns were raised regarding the academic content and learning objectives of these courses and what benefit students would obtain (learning or leadership) if they were allowed to repeat each of them one or more times. The Department will be asked to justify the learning goals involving repeating the same course without further addition or continuation of material presented during the first time the course was taken. Wallace will contact the department for further information.
IV. **Next Meeting:** The next LASCC meeting will be held on 28 September 2012.

V. **Adjournment** – Motion to adjourn by Lence; second by Miller. The meeting adjourned at approximately 4:36 pm.

RSW – 26 Sept 2012
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 28 September 2012 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, D. Hollander, S. Lence, G. Miller, A Slagell, K. Timmons, M. Viatori, J. Wilson, Z. Zimmerman, J. Wilson, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 14 September was reviewed. Motion to approve summary with minor corrections by Dark, second by Viatori. Meeting summary was approved.
   B. Announcements:
      1. Prof. David Hollander was welcomed as a new member on the LASCC!
      2. Wallace noted a few upcoming actions of the FSCC and Academic Affairs Council with respect to reviewing ISU Comm and upper-level communications courses.
      3. It was noted that a Proposal for a new major and minor in Public Relations would be coming to the LASCC in the near future.
      3. A brief discussion took place regarding making the most recent General Education list available on the Website. It was agreed that the list would be updated in alternate years as part of catalog revision. New courses added to the GenEd list would be recorded and added as necessary.

II. Old Business
   A. The revised proposal for Anthr 417X was approved (with NMGC). Motion by Dark, second by Geske.

III. New Business
   A. Experimental Course Review
      1. Hist 195X – History Lab [Spring 2013] (Orientation Course for History majors)
         a. The committee raised concerns about the use of "Lab" as a component of the course title, given a specific definition (and expectation) of what a laboratory course is. Hollander will return proposal for revisions and will return form to Wallace.
         Motion to approve course with modifications of title and other details to satisfaction of the Chair by Geske; second by Dark. Motion carried.
      2. Pol S 397X – International Study and Travel [Summer 2013]
         a. Concerns were raised about the number of 'Arranged' credits and repeatability.
         b. Need to define aspects of repeatability; is there a credit maximum needed?
         c. It was noted there are no pre-requisites listed; would it be helpful or a good idea to have students with some exposure to the discipline with an introductory course in Political Science?
         d. Question raised as whether this course would be acceptable for General education listing.
         e. No further action taken pending feedback from Department.
   B. Proposal for Graduate Course Changes in Psychology
      1. Psych 595F and 595I - Close Relationships – Title change
         Motion by Geske to approve; second by Viatori.
      2. Psych 691A through 691S – Counseling - Practicum
         Request to change Psych 691 to A-F graded and keep Psych 691T and 691Z as S/F
         Motion by Geske to approve; second by Viatori.
It was noted that all faculty and students need to be informed about the new A-F grading for those courses/sections that have been changed from S/F grading.

IV. Next Meeting: The next LASCC meeting will be held on 12 October 2012.

V. Adjournment – Motion to adjourn by Geske; second by Viatori. The meeting adjourned at approx. 4:26 pm.

RSW – 11 Oct 2012
LAS CURRICULUM COMMITTEE
- MEETING SUMMARY

Friday, 12 October 2012 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, D. Hollander, S. Lence, G. Miller, A Slagell, K. Timmons, J. Wilson, Z. Zimmerman, J. Wilson, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 28 September was reviewed. Motion to approve by Geske; second by Miller. Meeting summary was approved with minor corrections.

   B. Announcements:
      1. We will follow-up on prerequisites for several Greenlee courses that were inadvertently dropped from the current catalog, RE. English uUsage Exam
      2. Wallace reviewed some of the recent FSCC activities. Forthcoming catalog revisions and curriculum reports are coming due in November.
      3. The review of ISU Comm and upper-level communications courses will proceed with the Academic Affairs Council; English will be involved with planning of the survey, etc..

II. Old Business
   A. None at present

III. New Business
   A. Experimental Course Review
      1. Pol S 410X – Iowa Policy Network [Spring 2013]
         a. The committee raised concerns about the apparent ephemeral nature of the course content, ising current elections, (e.g. the 2013 legislative session, etc.).
         b. Prerequisites not adequately specified; should students have sufficient background to be able to discuss content? Something should be in place for a 400-level course.
         c. Need to resolve issue of repeatability and whether specific course is repeatable or not.
         d. Motion by Dark to approve course pending satisfaction of Chair to resolve these issues; second by Miller. Motion Defeated. Wallace will contact department and the LASCC will re-visit the course with a revised proposal.

      2. Engl 407X – Advanced Creative Writing Workshop – Multi Genre [Spring 2013]
         a. Appears to be offered every semester to accommodate different genres of writing – replaces more narrowly defined courses; affords greater flexibility.
         b. Suggested that the format of description, etc.match current catalog format for similar courses.
         c. Motion to Approve my Geske; second by Wilson. Course approved unanimously.

   B. Review of Proposal for major and Minor in Public Relations
      1. Major in Public Relations
         a. Geske provided an overview of the rationale and need for separate major in Public Relations.
         b. Noted that with new major, each of the Advrt, JL MC, and PR majors would comprise approx. 1/3 each of the School's majors if new major was approved.
         c. All courses required for the Major are currently being taught. Re-packaging of a PR-specific curriculum.
         d. It was suggested that the proposal do a better job of presenting the specific degree requirements to make it clear and distinct from existing majors.
         e. Add notation of minimum total degree credits.
         f. Will need to add votes from committees to all stages of approval process per FH 10.8.
g. Wallace and Geske will communicate with department about editing the proposal.
h. Approval pending on completion of clarification and suggestions.

2. **Minor in Public Relations**
   a. Very difficult to distinguish this from a minor in Advertising.
   b. There is a need to be able to qualitatively define these majors, and show curricular specificity for each.
   c. Geske will take questions back to Greenlee for further discussion. No action taken on Minor proposal without further clarification.

IV. **Next Meeting:** The next LASCC meeting will be held on 12 October 2012.

V. **Adjournment** – Motion to adjourn by Geske; second by Viatori. The meeting adjourned at approx. 4:33 pm.

RSW – 11 Oct 2012
LAS CURRICULUM COMMITTEE

- MEETING SUMMARY

Friday, 9 November 2012 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, D. Hollander, S. Lence, G. Miller, K. Timmons, M. Viatori, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 12 October was reviewed and approved with minor corrections.
   B. Announcements:
      1. Wallace reviewed recent FSCC activities and forthcoming presentation of College Curriculum report on Monday, November 12th. Minor corrections noted in the draft report that will be corrected before final submission.
      2. Miller commented that Chemistry is undergoing accreditation, and curriculum is an important component with respect to offerings, schedule of classes, and ability to hold required courses. etc.
      3. Dean Zimmerman made the observation that with the electronic catalog, many are not understanding that the 'current' electronic version (no pun intended!) of the catalog is not being perceived as an official document, with degree requirements, etc.. The need for better communications is apparent.

II. Old Business
   A. None at present

III. New Business
   A. Experimental Course Review
      1. LAS 120X – Leading With Purpose [Fall/Spring/Summer]
         a. Question raised as to how different this is from LAS 222.
         b. What is the relationship of this course (and others) to existing courses?
         c. What is the academic content of this course? Why graded A-F?
         d. No action taken, pending more information about all new proposed LAS courses.
      2. LAS 150X – Leading With Purpose [Fall/Spring/Summer]
         a. No action taken pending discussion with program.
      3. LAS 422X – Leadership Capstone and Internship Seminar [Summer 2013]
         a. No action taken pending discussion with program.
   B. Repeatability of CIST 480 [Spring 2013]
      1. General Comments
         a. From Mook memo; Will inquire about the limit of how many times repeatable.
         b. Motion to approve by Geske; second by Dark. Repeatability approved unanimously.
   C. Review of Proposal for Master of Applied Statistics
      1. General Comments
         a. Proposed program is essentially a Master's degree with no creative component.
            (e.g. Non-thesis master's degree.).
         b. Assumed to be catering to potential students, perhaps from industry or other fields.
         c. Several other related questions raised; committee suggests that we get representatives from the Dept. of Statistics to come and discuss the proposal with us.
         d. Wallace will contact Kaiser to arrange a discussion at a future LASCC meeting.

IV. Next Meeting: The next LASCC meeting will be held on 30 November 2012.

V. Adjournment – Motion to adjourn by Geske; second by Viatori. The meeting adjourned at approx. 4:21 pm.

RSW – 26 Nov 2012
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 30 November 2012 – 3:10 to 5:00 pm – 353 Catt

Attending:  V. Dark, J. Geske, D. Hollander, S. Lence, G. Miller, L. Quinn Allen, K. Timmons, M. Viatori, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 9 November was reviewed and approved with minor corrections.
   B. Announcements:
      1. Wallace reviewed a few end of semester actions by the FSCC; development of new electronic Experimental Course Form being started soon.
      2. A reminder about the Catalog revision process will be sent to all LAS department Curriculum Chairs early in the Spring 2013 Semester. A few new (and more simplified) editing procedures are in the works. The approval workflow process is now working better.
      3. It was announced that a proposal for a Minor in Women's Studies is forthcoming shortly.

II. Old Business
   A. None discussed at this meeting.

III. New Business
   A. Experimental Course Review:
      The following two courses were considered together during committee discussion:
      1. CL ST 384X – Roman Italy: An Introduction [Spring 2014]
      2. CL ST 385X – Study Abroad: Roman Italy – Building the Empire [Summer 2014]
         a. Question raised whether courses would be acceptable for IP credits. (Will inquire about any forthcoming IP paperwork)
         b. Concerns noted regarding lack of prerequisites for a 300-level course, even though it is intended to be an 'introduction' course. Some level of background knowledge is necessary to fully appreciate preliminary course and study abroad experience.
         c. Discussion continued about prerequisites for these type of courses in general.
         d. Motion to approve both courses by Geske; second by Viatori. Vote: 4 in favor; 4 opposed. Chair broke tie in favor of approval, however he will review issues with program and will modify course proposals to allow them to conform to Committee wishes, particularly with respect to prerequisites.

IV. Next Meeting: The next LASCC meeting will be held during the first or second week of Spring 2013.

V. Adjournment – Motion to adjourn by Geske; second by Viatori. The meeting adjourned at approx. 4:12 pm.

Suggested issues for discussion in Spring 2013:
1. Re-visit foreign language requirement
2. Examine how transfer students are handled in LAS who do not meet LAS GenEd requirements.

RSW – 26 Nov 2012
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 25 January 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, D. Hollander, G. Miller, L. Quinn Allen, A. Slagell, K. Timmons, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
A. The Meeting Summary from 30 November was reviewed; motion to approve by Geske; second by Quinn-Allen; Motion carried, approved with minor corrections.

B. Announcements:
1. Wallace reviewed general actions of the FSCC and noted the proposal for a new major in Public Relations (Greenlee) was approved by FSCC and was moving-on to AAC/Senate.
2. It was announced that ISU Comm will be evaluated for how programs have implemented upper-level writing/communications in the discipline.
3. Several committee members had concerns about maintaining the importance of writing as a major competency that should be emphasized, despite the general goal of learning 'communications' under the WOVE rubric.
4. Wallace requested suggestions from LASCC about desirable attributes for the electronic version of the experimental course form. Several suggestions were received and will be considered for inclusion.
5. There was brief discussion regarding the development of a course in remedial English; this might be brought about through a partnership with DMACC of other community colleges.

II. Unfinished Business
A. Review of revised Criminal Justice Proposal
1. The committee reviewed and discussed the recent revision of the Proposal for a new major in Criminal Justice.
   a. In general, the changes were relatively small, and in the most recent iteration, essential information had been removed.
   b. The presentation of the curricular requirements still needs to be better formatted and made more clear as to course and credit requirements, with the need to remove some built-in ambiguities as to how students can meet the degree requirements in the various topical areas.
   c. In its present state, the proposal is still not ready for approval, and it was suggested that the advisory committee for Criminal Justice will meet in the near future and contribute to another iteration of revision of the proposal. Wallace will communicate further concerns to the committee and to DiLisi to allow another iteration of improvement before the proposal is reviewed again. No action taken.

III. New Business
A. Experimental Course Review:
   1. Ling 5??X – Introduction to Formal linguistic Analysis [Fall 2013]
      a. The x-course proposal must include a number determined by the program.
      b. It was strongly recommended to change the title to one that is more appropriate. "Introduction to…" as the title of a 500-level course seems very out of place.
      c. Concerns were raised about the prerequisites required for this course, e.g. Engl 520
      d. Question noted regarding whether Linguistics needs to talk with Computer Science about the software-related portions of the proposed course and how these disciplines might interact.
      e. It was suggested that this course might benefit from being cross-listed with the HCI program.
      f. No further action taken on the proposal; we will await a revised proposal before proceeding with further approvals.
2. **Math 143X – Preparing for Calculus** [Fall 2013]
   a. The proposal will need to edit and revise the somewhat wordy course description
   b. Several details of the proposed course content and descriptions on page 2 will need to be
      edited for clarity and description of intended outcomes, etc.
   c. Jim Wilson will assist with revising the proposal and we will await resubmission of the
      updated information.
   d. No further action taken at this time.

B. **Review of proposal for Discontinuation of the HOTS Graduate Program** (History)
   a. The proposal will need to be submitted in the correct format (Regents form F)
   b. No problems were noted in the general rational and justification for discontinuation of
      the program.
   c. Wallace will contact the History Dept. to allow them to update the proposal into the
      correct format and supply the information needed for a complete program
      discontinuation request.
   d. Ot was noted that both proposals should be submitted and go through the approval
      process concomitantly as "coupled reactions".
   d. No further action taken at this time.

C. **Review of proposal for new graduate program in Rural, Agricultural, and Technological History**
   a. It was suggested that this proposal might be better handled as a re-naming and curricular
      re-organization of the existing program, rather than submitting it as a new program.
   b. The opportunity to revise the program in light of the discontinuation of HOTS and
      expand the scope of the "new" program was noted as being advantageous to the
      continuing graduate program in general.
   c. Wallace will investigate the possibility of proceeding with this request as a name
      change, and will be in touch with the History department pending the results of that
      inquiry.
   d. No further action taken at this time.

IV. **Next Meeting:** The next LASCC meeting will be held on Friday, February 8th.

V. **Adjournment** – Motion to adjourn by Geske, second by Hollander, adjourned at approx. 4:48 pm.

RSW – 6 Feb 2013
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 8 February 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, D. Hollander, S. Lence, L. Quinn Allen, K. Timmons, M. Viatori, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

Guests: Dianne Bystrom, Clinton Stephens  [Certificate in Leadership Program]

I. Announcements
   A. The Meeting Summary from 25 January was reviewed; motion to approve by Geske; second by Quinn-Allen; Motion carried, approved with minor corrections.
   B. Announcements:
      1. Wallace informed the FSCC that the Major in Public Relations proposal will be introduced on the agenda of the February 12th meeting of the Faculty Senate for its first reading.
      2. Dean Zimmerman opened a brief discussion regarding how 300- and 400-level courses should be included (or added to) the General Education list; several issues relate to GenEd credits needed (or petitioned for) by transfer students may create problems when these students are seeking to complete the GenEd requirements. Further discussion will be necessary.
      3. Prof. Lence informed the committee about the availability of lists of students enrolled in courses for review of their having met the prerequisite requirements. It is possible for instructors to request such lists in order to enforce prerequisite requirements.

II. Unfinished Business
   A. Discussion of Leadership Program  (C.Stephens and D. Bystrom (3:35 pm)
      1. The committee welcomed Clint Stephens and Dianne Bystrom, who distributed several documents related to the Leadership Certificate Program, administered out of the Catt Center. The following general issues were discussed, in the context of how the program operates, and what the relationships are between the existing courses and the three new proposed leadership courses:
         a. The document which explained how the progression of leadership courses was discussed and deemed very helpful by the Committee.
         b. Students from all colleges participate in the leadership Certificate program; the program can be completed within 2 years for most students.
         c. Revised (color-coded!) proposals were distributed for the three proposed new courses, and there was a discussion about specific aspects of the courses and how they relate to one another.
         d. It was requested by the program that several of these courses be pulled out of the LAS designator and assigned a new designator, which was suggested as "LEAD" (with no connection to the heavy, malleable, metal element!)
         e. The committee was informed that a proposal for a potentially overlapping program in leadership for a minor is being developed through the College of Agriculture and Life Sciences. Further clarification of the progress of this proposal and the degree of overlap needs to be determined.
         f. Geske raised the question whether a capstone course would be comparable to an internship experience, relevant to the proposed 422 course, which was discussed briefly.
         g. The LASCC thanked Stephens and Bystrom for attending the meeting and explaining the current status of the Leadership Certificate program, and the committee will review the materials to re-evaluate revised course proposals following some editing and re-submission at its next meeting.

III. New Business
   A. Experimental Course Review:
      1. ComSt 101L – Laboratory in Introduction to Communications Studies [Fall 2013]
Concerns raised:

a. Is this lab course required? This is not explained in the proposal.
b. How is ComSt 101L related to ComSt 102? How related/different to Psych 422L?
c. Did the ComSt Advisory Board approve the new courses? (Info. not included for this.)
d. Is the lab course for ComSt majors only? Would it be required for majors?
e. There is no indication of which semester or what is the proposed first year of offering.
f. There is no indication if 101L needs concurrent enrollment with ComSt 101, or if the courses can be taken at different times.
g. Course description should be edited to improve description to include clarification of some of these issues (i.e. concurrent enrollment, majors only, etc.)
h. Would it be proposed that this course be included for GenEd credit?
i. No year of first offering is indicated.
j. When re-submitting, fiscal memo should be included or this (and other) proposed course.
k. No further action was taken; awaiting re-submission of revised proposal.

2. **ComSt 405X – Special Topics in Communications Studies** [Fall 2013]

   Concerns raised:
   a. What are the repeatability limits for this course? How many times can a student take the course and still get credit for it? None are listed.
   b. If the course is being recommended for Dual Listing, there was no accompanying dual list form and explanation of the differential expectations required for students taking it at the 400 vs. 500 level.
   c. Would this course be acceptable for GenEd credit?
   d. Condense prerequisite list to: "ComSt 301, plus 3 additional ComSt classes from: 311, 314, 317, 319, 325, or 330"

3. **ComSt 491X – Research Practicum** [F, S, SS]

   Concerns raised:
   a. How does the proposed course relate to ComSt 404 (Research Seminar) and ComSt 490 (Independent Study)? It needs to be better explained how "involvement of student in research experience related to a communication studies issue" for 491X different from what already available for ComSt 490, or ComSt 404? This is not clearly explained why a new course is needed if apparently similar courses already exist.
   b. No year of first offering is indicated.
   c. How are the course objectives for 491X any different from the same learning objectives and desired outcomes from ComSt 490? How do the 491X objectives differ from the 490 objectives?
   d. No further action was taken; awaiting re-submission of revised proposal.

B. **Request for LAS GenEd (Humanities) Status for Spanish 351 and Spanish 354**

   a. The LASCC reviewed the request to add Span 351 and Span 354 to the General Education List.
   b. No concerns or objections were raised to grant the request.
   c. Without dissent, the group approved adding these courses to the General Education list.

C. **Request for Credit Change for Mus 265 (Cr. 3.0 ➔ Cr. 2.0)**

   a. Given the changes to teacher education course requirements, the Dept. of Music has requested a change in credits from 3.0 to 2.0, to follow a reduction in contact time each week.
b. A commensurate reduction in course content to accommodate a 2 hours per week schedule is proposed.
c. Motion made to reduce the credit number of Music 265 to 2.0 credits by Dark; second by Geske. Motion carried unanimously.

IV. Next Meeting: The next LASCC meeting will be held on Friday, February 22nd.

V. Adjournment – Motion to adjourn by Geske; second by Lence; adjourned at approx. 4:59 pm.

RSW – 20 Feb 2013
I. Announcements
A. The Meeting Summary from 8 February was reviewed; motion to approve by Geske; second by Dark; Motion carried, approved with minor corrections.

B. Announcements:
1. Wallace made brief announcements about progress of various issues through FSCC and with the placement of the Bachelors of Public Relations on the Faculty Senate agenda for approval.

SPECIAL ACTION:
A. Discussion of Masters of Applied Statistics (M. Kaiser and K. Koehler (3:30 pm)
   1. The committee welcomed Mark Kaiser and Ken Koehler, and allowed them to give an overview of the proposed new degree.
      a. The degree is intended to allow graduate students from other graduate degree programs at ISU the opportunity to earn a concurrent master's degree in applied statistics without involving a creative component or thesis.
      b. Admission requirements for students entering this program include the completion of the oral exam in the student's primary graduate degree program.
      c. The committee posed the question regarding the difference(s) between the existing MS in Statistics and the proposed new degree. Nuances of the program involve different learning goals for students gaining research and other professional learning experience in their primary graduate program, and then allowing them to gain experience in various statistical methods while pursuing the second degree concurrently with their primary degree.
      d. The Master of Applied Statistics degree would be delivered almost entirely through on-line methods.
      e. There were concerns raised about the empty tables in the proposal regarding resources required for the new program being a 'red flag' for other committees who will review and need to approve the proposal through the evaluation and approval phases of this request.
      f. It was suggested that the proposal be re-arranged to make the flow and requested data more visually accessible. Additionally, the specific curricular requirements, core courses, etc. should be clearly set-off so that the degree requirements are clear and distinct from surrounding text.
      g. The LASCC thanked Kaiser and Koehler for attending the meeting.
      h. Follow-up discussion included concerns that there was insufficient distinction made between the existing MS in Statistics program and the proposed new one in Applied Statistics.
      i. The committee also discussed specific concerns with the proposal as submitted, which will be communicated with the program for producing a revised document.
      j. A motion was made to approve the program request for the new degree, provided a revised proposal is submitted and meets the Chair's approval to move it on to the Graduate College and subsequent review committees. Motion by Dark; second by Wilson. Motion carried unanimously.

II. Unfinished Business
A. Experimental Courses requiring Further Review:
   1. 'Leadership' Courses
      a. The Committee reviewed re-submitted x-course forms for the following courses:
         - LAS 120X – Leading with Purpose
The re-submitted form had included a number change to 122X and the designator LEAD was included. The possibility for using this designator will need to be investigated with the registrar's office (for this and for 422X) All other recommendations from the LASCC were included in the proposal

- LAS 150X – Dean's Leadership Seminar
It was suggested that the course needed to be split into two different entities (either different courses, different sections, etc.) to accommodate the two-semester offering. The revision included separating the course into LAS 151 and LAS 152 as two different courses to be offered in Fall and Spring semesters, respectively. No further concerns were raised regarding this issue.

- LAS 422X - Leadership Capstone and Internship Seminar
All suggested changes were adopted in the revised re-submission. Similar to the 'Leadership with Purpose' course, use of the LEAD designator will need to be investigated with the Registrar's office.

b. Given that the recommendations of the LASCC were addressed and that the revised forms included the various additional information requested, the committee agreed to consider all three courses in one action. Motion to approve by Dark; second by Viatori. Motion approved unanimously.

2. Math 143X
   a. Jim Wilson reviewed the re-submitted x-course form with the committee and no concerns were raised with the updated form.
   b. Needed to slightly modify description regarding General Education group acceptability.
   c. Motion to approve by Wilson; second by Dark. Motion approved unanimously.

3. Communications Studies Courses
   a. The Committee reviewed re-submitted x-course forms for the following courses:
      - Com St 101L – Laboratory in Introduction to Communications Studies
      - Com St 405X – Special Topics in Communications Studies
      - Com St 491X - Research Practicum
   b. Given that the recommendations of the LASCC were addressed and that the revised forms included the various additional information requested, the committee agreed to consider all three courses in one action. Motion to approve by Lence; second by Geske. Motion approved unanimously.

III. New Business
   A. Experimental Course Review:
      1. Com S 113X – Introduction to Spreadsheets and Databases [Fall 2013]
      Concerns raised:
      a. The question was raised [Geske] if it is necessary to include names of specific software. It was determined that there was general acceptance of doing this in the Com S catalog entries, and is likely specific to this discipline.
      b. How is the proposed Com S 113X related to the existing Bus Ad 150?
      c. It was suggested that communications from the College of Business would be helpful to alert them to the availability of this course and to identify any overlap, etc..
      d. It was noted that Com S 102 does not exist in the catalog or as an experimental course; this will have to be checked and if necessary edited to reflect the current situation.
      e. Motion to approve once noted concerns are addressed by Geske; second by Dark. Motion approved unanimously.

Further New Business suspended until next meeting due to lack of time.
B. **Request for US Diversity Status for English 205 - Popular Culture Analysis**  
a. The LASCC reviewed the request to add English 205 to the list of US Diversity courses.  
b. No concerns or objections were raised by the Committee.  
c. The group unanimously approved adding the course to the US Diversity list.

IV. **Next Meeting:** The next LASCC meeting will be held on Friday, March 8th.

V. **Adjournment** – Motion to adjourn by Geske; second by Lence; adjourned at approx. 5:11 pm.

RSW – 7 Mar 2013
LAS CURRICULUM COMMITTEE
- MEETING SUMMARY

Friday, 8 March 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: J. Geske, S. Lence, G. Miller, L. Quinn Allen, A. Slagell, K. Timmons, M. Viatori, J. Wilson, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 22 February was reviewed; motion to approve by Lence; second by Viatori; Motion carried, approved with minor corrections.
   B. Announcements:
      1. Wallace made brief announcements about progress of various issues through FSCC and that the Bachelors of Public Relations was approved by the Faculty Senate.

II. Unfinished Business
   A. Discussion of Graduate Curriculum Changes in Dept. of History:
      1. Discontinuation of the History of Technology and Science Proposal (Form F; Ph.D.):
         a. The committee reviewed the discontinuation proposal; no concerns were raised regarding the presentation or rationale.
         b. It was agreed that this proposal should accompany the proposal for changing the name of the remaining Ph.D. program in History through all subsequent curricular review bodies as a pair of related actions.
      2. Name change for Agricultural History and Rural Studies (Form G; Ph.D.):
         a. The committee discussed concerns about the proposal regarding the selection of the new name of the degree. The currently proposed new title seems to connect potentially different and divergent (?) areas of study, and this may be questioned at subsequent levels of curricular review.
         b. The committee felt that there was insufficient explanation and cohesiveness about the disciplines presented, why these specific disciplines were selected, and whether these topics were to specific and/or restrictive in recruiting graduate students to the program.
         c. The explanation of the rationale why the designated four 'Fields' were selected as requirements for a core curriculum, as well as why disciplinary areas centering on European and North American history were selected, as opposed to other geographic regions and historical times. This needs to be better articulated in the proposal.
         d. Wallace will get in touch with David Hollander to discuss these concerns, and ask for some of these points to be explained or modified with a re-submitted proposal before further action takes place on approving the proposal.

III. New Business
   A. Experimental Course Review:
      1. Linguistics 324X – Introduction to Teaching ESL Literacy [Fall 2013]
         a. It was explained that the ESL program is growing, and additional requirements related to certification of students in the discipline have driven development of new courses in the discipline.
         b. The proposed new course will also be part of a forthcoming proposed Minor in teaching English as a Second Language, as well as an ESL endorsement for education students.
         c. The question was raised as to how this course is related to English 425.
         d. Could this course be cross listed with English? Put description in catalog format.
         e. Motion to approve by Quinn-Allen; second by Viatori. Motion approved unanimously.
         a. Wilson explained the need for this course, primarily to accommodate transfer Students who have already taken portions of other related mathematics courses.
b. The proposed course will pull-out the differential systems components from Math 266 and 267 and will enable students lacking experience in these kinds of equations to get the necessary experience.

c. The Committee discussed the inter-relationships among the course and how this subset of students taking the proposed course would be helped by taking this one credit course.

d. Motion to approve by Miller; second by Lence. Motion approved unanimously.

3. **WLC 205X – Intermediate American Sign Language - I** [Fall 2013]
   **WLC 206X – Intermediate American Sign Language - II** [Spring 2014]

a. Quinn-Allen explained these courses (considering both simultaneously) constitute a continuation of the recently begun first-year series of ASL courses.

b. Students with 100-level experience will be able to expand their experience and training with additional semesters of study.

c. No significant concerns were raised by either course; some slight modifications of the course description were suggested (e.g. removal of ‘etc.’ from 205X description).

d. Motion to approve by Geske; second by Miller. Motion approved unanimously.

4. **Geol 472X/572X – Computational Techniques for Geosciences** [Fall 2013]

a. The proposal was reviewed by the committee, and concerns were raised about the prerequisites as specified; did not include any mathematical, statistical, or computer experience (only class standing). Prerequisites need to be improved given this is a 400/500 level course.

b. Question was raised as to whether the course description should make use of more generic terms for software specified, opposed to specific software titles which may change over time.

c. Should consultation with Computer Science be included regarding relevant departments contacted about this course? Also, possibly consult with Statistics?

d. It was noted that the instructor is not a member of the Graduate faculty, and as such can not teach a graduate or dual listed course. This situation was referred back to the department.

e. No action was taken on approval of this course pending consultation with department.

### IV. Next Meeting:

The next LASCC meeting will be held on Friday, March 29th.

### V. Adjournment

Motion to adjourn by Geske; second by Lence; adjourned at approx. 4:51 pm.

RSW – 27 Mar 2013
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 29 March 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, S. Hamilton, D. Hollander, S. Lence, G. Miller, L. Quinn Allen, K. Timmons, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 8 March was reviewed; motion to approve by Geske; second by Miller; Motion carried, approved with minor corrections.
   B. Announcements:
      1. Wallace made several announcements regarding recent actions by FSCC, and the development of on-line curriculum resources being developed. The 'test version' of the new experimental course form is intended to become available in early summer. A transition period will be put in place for departments and programs to submit new courses via the on-line system, or using 'traditional' (paper form) methods for a short time (likely one semester). Tutorials on using the on-line x-course submission system will also be available.
      2. The committee spent a considerable amount of time discussing the upcoming catalog copy review. Wallace outlined the general procedures to be followed, including the approval workflow process. Concerns were raised regarding the ability for LASCC to review, in a timely manner, any proposals to change course descriptions, add new courses, or other proposed actions from departments. The proposed deadline for department revisions, April 30, was moved earlier by one week (to April 23rd) so that LASCC could review any 'controversial' requests at its meeting on April 26th. Wallace will send-out an informational and instructional message to all departments and academic programs in LAS, informing curriculum chairs about the editing requirements and deadline.
      3. It was also suggested that we hold April 19th in reserve for a committee meeting (if needed) as well as keeping May 3rd available for any remaining committee business to be concluded before the end of the semester.

II. Unfinished Business
   A. Discussion of Graduate Curriculum Changes in Dept. of History:
      1. Name change for Agricultural History and Rural Studies (Form G; Ph.D.):
         a. David Hollander gave a brief review of the revisions completed on the earlier draft of the proposal that LASCC had reviewed. Several of the points regarding program content were discussed, including the distribution of required course areas to satisfy degree requirements.
         b. A question was raised as to whether the diploma will include all areas included in the degree title. It is assumed that all degrees earned would bear the name "Rural, Agricultural, Technological, and Environmental History.
         c. There was still some dissatisfaction within the group collectively regarding the title. It is understood that the title chosen reflects the history of the graduate programs involved (no pun intended!), but may best describe the intended content of the emphases of the program, and the disciplinary breadth of the faculty associated with the graduate program.
         d. The previous North American and European emphasis of the courses required was broadened somewhat to include the possibility of incorporating courses from other geographic regions of the world.
         e. Given the changes included in this iteration of the proposal, a motion to approve the proposal was given by Geske, seconded by Dark, and was approved unanimously. The proposal will be forwarded to the LAS Representative Assembly and to the Graduate College for next-level review.
III. New Business

A. Experimental Course Review:

1. **Meteorology 435X – Radar Applications in Meteorology** [Fall 2013]
   a. The course proposal was reviewed and recommendations received for editorial improvements.
   b. It was noted that the prerequisite statement should be added to the course description.
   c. There is apparently no course content overlap with any other courses or curricula.
   d. Motion to approve by Dark; second by Lence. Motion approved unanimously.

2. **JLMC 210X – Principles of Agricultural Journalism and Communications** [Fall 2013]
   a. Geske provided a brief review of the background for this course proposal and relationships to other existing courses.
   b. It was suggested that 'on-line course' be removed from the description to provide greater flexibility in the delivery method for future offerings.
   c. Question raised as to whether this course should be cross-listed with Agricultural Education; this possibility will be investigated, however the committee felt that it was not a requirement to do so.
   d. Motion to approve by Dark; second by Lence. Motion approved unanimously.

IV. Next Meeting: The next LASCC meeting will be held on Friday, April 12th.

V. Adjournment – Motion to adjourn by Geske; second by Hollander; adjourned at approx. 4:59 pm.

RSW – 11 Apr 2013
Approved April 12, 2013
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 12 April 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, J. Geske, S. Hamilton, D. Hollander, S. Lence, G. Miller, L. Quinn Allen, K. Timmons, M. Viatori, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 29 March was reviewed; motion to approve by Geske; second by Hollander; Motion carried, approved with minor corrections.
   B. Announcements:
      1. The committee discussed upcoming catalog copy revisions and clarified points about reporting proposed changes that would require LASCC review and subsequent action.
      2. Dean Zimmerman announced that the proposal for a major in Criminal Justice had been withdrawn from consideration.

II. Unfinished Business
   A. Discussion of Internship Guidelines:
      1. The committee discussed the matter of establishing guidelines for establishing an internship policy in the College, addressing the following points:
         a. Dean Zimmerman reminded the group that at one time, there were NO credits awarded for internship experience.
         b. Discussion continued regarding different opinions at how many credits should be commensurate with a certain amount of time spent in the internship experience.
         c. Significant point raised that academic credit should not be awarded for time spent; rather, that an evaluation of an academic component and evidence of learning be the measure of number of credits awarded.
         d. It was emphasized that a member of the faculty must supervise the internship experience, and be accountable for the credits awarded, and for the assurance that the credits have an associated academic component.
         e. Dark posited that an internship experience of 3 to 4 hours per week for 15 weeks should equate to 1 academic credit. With some variation, this seemed to be an agreeable number as judged by the committee's discussion.
         f. The basic questions of how many internship credits could be applied to a degree (total) needs to be addressed, as well as the number of internship credits that can be applied within the major.
         g. In principle, it was agreed that the number of internship credits capable of being applied toward the major should be determined by each individual program, however it was suggested that a maximum number of internship credits that could be applied to a degree in LAS should be set at a maximum of 9 credits; establishing this policy would need further discussion.
         h. Wallace suggested that the LASCC produce a draft outlining the proposed internship policy, set the limits of number of credits that can be applied toward a degree, and make recommendations that all internships must include a demonstrable or tangible product showing evidence of learning as the academic component of the internship. The proposed policy would then be circulated to all college departments and academic programs for review and comment before the LASCC implements the policy, including any revisions.
         i. Wallace will make a first attempt at producing a draft for review by LASCC.

III. New Business
   A. Experimental Course Review:
a. Concerns with Prerequisites: In the syllabus, Geol 102 - History of the Earth - and Geol 368 Stratigraphy and Sedimentation - "...must have been completed prior to enrolling in the course", as well as Geol 352 (sic) - Structural Geology (actually Geol 356), but none of these prerequisites appear on the experimental course form.
b. The proposed course was evaluated for its potential in being classified as meeting the requirements for either a US Diversity Course or for International Perspectives (but not both). Given the course content, the committee agreed that the proposed course did not meet the general guidelines acceptable to offer the course with either US Diversity or International Perspectives status.
c. It was noted that they informed Civil and Environmental Engineering of the intent in teaching this course, but no *response* from them was included as to their determination of overlap, complementarity, or other concerns they may have regarding the offering of this course. Will need feedback on this
d. The Dual-list proposal and differential expectations for students taking the course as 544X with additional research work and reporting was acceptable,
e. No further action was taken on this course, pending resubmission of a revised proposal.

2. Pol S 507X – Proseminar in Public Policy [Fall 2014]
a. It was noted that this proposal has a particularly good catalog description!.
b. Upon review, no concerns were raised by the committee.
c. Motion to approve by Geske; second by Miller. Motion approved unanimously.

a. Upon review, no concerns were raised by the committee.
b. Motion to approve by Quinn-Allen; second by Wilson. Motion approved unanimously.

4. CLPS 270X – Leadership ISU [Fall 2014]
a. The committee discussed the proposal which was presented as a modification of LAS 170. The committee disagreed, and given the proposed changes, CLPS 270X would be considered a new course.
b. Question raised as to if and when LAS 170 would be removed if 270X approved.
c. Comments regarding the title "Leadership ISU" raised; may not be available due to present LAS 170. Suggest developing a more descriptive title.
d. Question raised as to why this was being offered at the 200-level if meant to be truly introductory. Will 270X become a prerequisite for CLPS 322?
e. Why is this course restricted to first semester students only? Rationale?
f. Minor corrections suggested for course description.
g. Question raised regarding whether 3 credits is appropriate for this course. Syllabus does not contain specifics on awarding credits for assignments other than on a 1000 point scale. As listed, 1.5 hours lecture, 1.5 hours discussion. How does this translate to credits?
h. No further action on this course, pending resubmission of revised proposal.

B. Request to Cross-List Courses in Womens Studies and CLPS 333/888:
1. The committee reviewed the request to add CLPS as a cross-list with WS courses 333 and 488
2. Without opposition, the request was granted for establishing the cross-list.

C. Request to Dual-List EEOB 514 with Biology 414 (down-list)
1. The Committee reviewed the request to Dual List Biology 414 with the existing EEOB 514.
2. Wallace clarified the relationship of the courses and the differential expectations.
3. Without opposition, the request was granted for establishing the Dual-list.

IV. Next Meeting: The next LASCC meeting will be held on Friday, April 19th.

V. Adjournment – Motion to adjourn by Geske; second by Miller; adjourned at approx. 4:58 pm.

RSW – 18 Apr 2013
LAS CURRICULUM COMMITTEE
- MEETING SUMMARY
Friday, 19 April 2013 – 3:10 to 5:00 pm – 353 Catt

Attending: V. Dark, S. Hamilton, D. S. Lence, G. Miller, L. Quinn Allen, K. Timmons, J. Wilson, Z. Zimmerman, R. Wallace (Chair)

I. Announcements
   A. The Meeting Summary from 12 April was reviewed; motion to approve by Geske; second by Hollander; Motion carried, approved with minor corrections.
   B. Announcements:
      1. So far, the catalog corrections for course descriptions is proceeding well; no major problems to date.

II. Unfinished Business
   A. Discussion of Internship Guidelines: (Discussion continued from last meeting)
      1. The committee discussed a draft document prepared by Wallace based on the discussion of the April 12th LASCC meeting. General comments, recommendations and plans include:
         a. Several editorial suggestions were offered and additional discussion about specific goals and intent of several sections were also included for revision in a next iteration of the document.
         b. It was proposed that the 'Internship Policy" document undergo a few more rounds of editing by the committee before it is sent to all academic departments and programs for comment.
         c. The initial document will be distributed during the early part of the Fall 2013 semester and feedback, comments and concerns gathered from departments and programs. It was recommended that in addition to distributing the document to all LAS curriculum units, that it also be shown to the curriculum chairs from other colleges in order to obtain additional feedback on the way internships are handled in other colleges. Some of this information may be useful in planning further revisions of the LAS document.
         d. The final version of the internship Policy for LAS will be reviewed and adopted during the Fall 013 semester, following incorporation of any additional issues or items received.
   
III. New Business
   A. Experimental Course Review:
      1. Pol S 339X – Liberty and Law in America [Spring 2014] [Cross-list with Criminal Justice]
         a. The committee recommended several editorial changes be done to the course description prior to approval.
         b. Upon review, no further concerns were raised by the committee.
         c. Motion to approve by Dark; second by Lence. Motion approved unanimously.

   B. Request to Dual-List Psych 410 with Psych 510 (up-list)
      1. Dark gave a background on the rationale for creating a more advanced version of Behavioral Neurology, and the need to Dual list the existing course at the graduate level.
      2. The committee had no questions about the rationale or need for the proposed graduate course.
      3. Motion to approve dual list request by Miller; second by Wilson. Motion approved unanimously, the request was granted for establishing the Dual-list. Will be sent to the Graduate College for further approval.

IV. Next Meeting:
   The next LASCC meeting will be held on Friday, April 26th.

V. Adjournment – Motion to adjourn by Miller; second by Wilson; adjourned at approx. 3:58 pm.

RSW – 25 Apr 2013
LAS CURRICULUM COMMITTEE

MEETING SUMMARY

Friday, 26 April 2013 – 3:10 to 5:00 pm – 353 Catt

Attending:  S. Hamilton, D. Hollander, S. Lence, G. Miller, L. Quinn Allen, K. Timmons, M. Viatori, Z. Zimmerman, R. Wallace (Chair)

I. Announcements

A. The Meeting Summary from 19 April was reviewed; motion to approve by Hollander; second by Quinn-Allen; Motion carried, approved with minor corrections.

B. Announcements:
   1. Wallace gave a final summary regarding catalog revision status, and updated the Committee on progress with electronic experimental course forms which will have a version to be released for testing fairly soon.
   2. Wallace was asked to check on a broken link regarding the ‘Courses Not Taught’ web site.
   3. Dean Zimmerman informed the Committee that there has been progress on having a student’s ‘concentration’, ‘focus’, or sub-discipline included on the official transcript.

II. Unfinished Business

A. Experimental Course Review:
   1. **Engl 516X – Methods of Formal Linguistic Analysis**
      a. Several editorial changes were suggested to the course proposal prior to approval.
      b. Question was raised regarding the credit designation, specifically, the credit hours allocated for each mode of instruction (2-2 versus 1.5-1.5).
      c. Motion to approve by Quinn-Allen; second by Lence, pending resolution of instruction type and credit designation. Motion approved unanimously.

   2. **CLPS 270X – Campus Leadership Development ISU**
      a. It was noted that the course description should be re-written in catalog format.
      b. The discrepancy between contact time and credits awarded was discussed. Either the contact time/course schedule needs to be increased to be commensurate with credits listed (3 hours for 3 credits), or the credit number needs to be reduced to reflect the scheduled time as included in the syllabus.
      c. Motion to approve as a 2 credit course by Dark; second by Lence. Motion approved unanimously.

III. New Business

A. Experimental Course Review:
   1. **Com S 105X – Short Course in Computer Programming** [Date unspecified]
      a. The committee inquired about the 8-week format; need to clarify content and improve course description.
      b. Unclear about relationship of this course to other 100-level introductory courses. What ‘clientele’ is this course attempting to serve? Not clear from justification description; likely needed but there is a need to better articulate the general intent of the course.
      c. Proposal not approved, pending clarification of unclear points; Wallace will follow-up with department.

   2. **En Sci 203X – Exploration of Environmental Science** [Spring 2014]
      a. Upon review of the proposal, no questions or comments of concern were raised.
      b. Course intended to be an overview/introduction to the discipline.
      c. Motion to approve by Lence; second by Wilson. Motion approved unanimously.
   a. Upon review of the proposal, no questions or comments of concern were raised; noted that this course is being added as a requirement for En Sci majors. [no ‘X’ designation]
   b. Motion to approve by Quinn-Allen; second by Wilson. Motion approved unanimously.

4. **Biology 370X – GIS for Ecology and Environmental Sciences** [Fall 2013]
   a. Question raised on how the proposed course is related to En Sci 408; Does the course require a working knowledge of the techniques and software prior to enrollment?
   b. Why is the course description so similar to the existing EnSci 408, and/or 446 (GIS for Natural Resource Management)?
   c. Need to clarify variable hours and course description.
   d. Motion to approve course (pending clarification of questions) by Lence; second by Miller. Motion approved.

B. **Request to Transfer LAS 322 to CLPS 322**
   1. Request to transfer ownership of LAS 322 to CLPS given the intent and content of the course, and the creation of the CLPS designator earlier this academic year.
   2. Motion to approve transfer request by Lence; second by Viatori. Motion approved unanimously.

C. **Request to allow repeatability of Cl St 480**
   1. Wallace read a memo from Classical Studies Coordinator Peggy Mook, requesting the repeatability for Classical Studies 480, due to the availability of different topics each time offered and explained the benefits students would receive from taking the course more than once.
   2. The request was granted without opposition.

Brief discussion took place about finding an optimal time for the LASCC End of Year Luncheon. Wallace will confirm best time via e-mail, as well as preferred location.

IV. **Next Meeting:** The next LASCC meeting will be held in Fall 2013 semester, likely the Friday afternoon of the second week of classes. The Committee agreed to maintain the ‘traditional’ 3-5 pm time on Fridays.

V. **Adjournment** – Motion to adjourn by Lence; second by Hollander; adjourned at approx. 4:43 pm.

Approved 9/6/2013; motion by Dark, seconded by Hollander, passed unanimously.