COUNCIL ON CURRICULAR PROGRAMS AND INSTRUCTION

Thursday, 12 November 2015

**Algonquin Room - University Union - 3:30 p.m.**

# M I N U T E S

MEMBERS PRESENT: R. Buchanan, M. Doh, J. Gates, D. Gravitt, G. Jelatis, J. Lin, K. Myers, S. Rosenthal, L. Wolff

**Ex-officio:** N. Parsons, D. Williams

MEMBERS ABSENT: A. Hardeman, P. McGinty

GUESTS: Dale Adkins, Sarah Hart, Kyle Mayborn, Linda Prosise, Sam Thompson

1. Consideration of Minutes

	1. 29 October 2015

**Correction:** Misspelling of RPTA in the last paragraph on page 1.

**MINUTES APPROVED AS CORRECTED**

1. Announcements
	1. Requests for New General Honors Courses
		1. GH 101, Rhetoric and Genre: Writing as a Social Action, 3 s.h.
		2. GH 299, Writing Across Contexts: Learning Transfer and Writing in the Disciplines
2. Old Business – None
3. New Business
	1. Curricular Requests from the Department of Educational Studies
4. Request for Change in Credit Hours
	* + 1. CSP 450, Transforming the RA Experience, 2 s.h.

**Current:** 2 s.h.

**Proposed:** 1 s.h.

 **Motion:** To approve CSP 450 (Gravitt/Myers)

 **MOTION APPROVED 9 YES – 0 NO – 0 AB**

* 1. Curricular Requests from the Department of Geography
		1. Requests for Changes in Credit Hours and Prerequisites

Geography Chair Sam Thompson told CCPI that a new faculty member will be teaching these classes, and he wanted to increase the rigor and content.

* + - 1. GEOG 220, Severe and Unusual Weather, 2 s.h.

**Current:** 2 s.h. (2 x 1 hour lecture)

**Proposed:** 3 s.h. (3 x 1 hour lecture)

**Motion:** To approve GEOG 220 (Gravitt/Buchanan)

**Change:** Change heading to 2 s.h. to reflect existing course.

**MOTION APPROVED WITH CHANGE 9 YES – 0 NO – 0 AB**

* + - 1. GEOG 322, Synoptic Meteorology I, 3 s.h.

**Current:** 3 s.h. (2 x 1 hour lecture + 2 hour lab)

Prereq: GEOG 120

**Proposed:** 4 s.h. (2 x 1 hour lecture + 2 x 2 hour lab)

Prereq: GEOG 120; MATH 133

**Motion:** To approve GEOG 322 (Gravitt/Buchanan)

Dr. Lin asked if Geography majors can take this class. Dr. Thompson responded that with the changes it is not likely that Geography majors will take the class because of the addition of MATH 133, but this will not affect them. Dr. Lin asked if students will have already taken calculus in order to meet the prereqs for MATH 133. Dr. Thompson responded that it would be helpful for student to take calculus immediately; he added that this is already being stressed in advising.

**Change:** Change heading to 3 s.h. to reflect existing course.

**MOTION APPROVED WITH CHANGE 9 YES – 0 NO – 0 AB**

* + - 1. GEOG 422, Synoptic Meteorology II, 3 s.h.

**Current:** 3 s.h. (2 x 1 hour lecture + 2 hour lab)

Prereq: GEOG 322; MATH 133

**Proposed:** 4 s.h. (2 x 1 hour lecture + 2 x 2 hour lab)

Prereq: GEOG 322; MATH 134

**Motion:** To approve GEOG 422 (Gravitt/Myers)

**Change:** Change heading to 3 s.h. to reflect existing course.

**MOTION APPROVED WITH CHANGE 9 YES – 0 NO – 0 AB**

* + 1. Request for Change of Minor
			1. Meteorology

Dr. Thompson told CCPI that students are interested in a Meteorology minor but the math requirements prevent them from pursuing it. This problem should be addressed with the proposed changes since, according to the request form, it was never the department’s intention to rely very heavily on calculus and physics for this minor.

**Motion:** To approve Meteorology minor (Gravitt/Myers)

**Changes:**

* Bold GEOG 301 in proposed Directed Electives to indicate that this class is being added.
* Add “DELETE” to the proposed column to indicate where courses have been deleted.
* Add information about the four courses that were deleted to the Rationale.
* Change the first sentence of the Summary section to only reflect changes to GEOG 422: “Remove GEOG ~~322 and~~ 422 (Synoptic Meteorology ~~I and~~ II) from Core Courses.”
* Add a sentence to the Summary of Changes indicating that GEOG 322 was moved from Core Courses to Directed Electives.
* In Summary of Changes, indicate that 403, 425, and 429 were removed from directed electives.
* In Summary of Changes, revise “Add GEOG 220 (Severe and Unusual Weather) and GEOG 337 (Understanding Climate Change) to Core Courses,” to “**Move** GEOG 220 (Severe and Unusual Weather) and GEOG 337 (Understanding Climate Change) **from Directed Electives** to Core Courses,”

**MOTION APPROVED WITH CHANGES 9 YES – 0 NO – 0 AB**

* + 1. Request for Change of Major
			1. Meteorology

 **Motion:** To approve Meteorology major (Gravitt/Myers)

 **Changes:**

* Change GEOG 220 in proposed Directed Electives to 3 s.h.
* Change line B, number of hours that can count toward both Gen Ed and another category, to 10 for both existing and proposed columns.
* Make line items in proposed and existing columns mirror each other and indicate when courses have been deleted with “DELETE” in proposed column.

**MOTION APPROVED WITH CHANGES 9 YES – 0 NO – 0 AB**

V. Provost’s Report

Associate Provost Parsons reported that she is working with the Provost on low performing program reviews this week; three were reviewed yesterday, and five will be reviewed tomorrow. Once the reviews are completed, the Provost and Associate Provost will meet with all pertinent constituencies, and information on the results will be released sometime in the spring semester.

Associate Provost Parsons stated that the only metric used this year to determine low performing programs was actual degrees conferred, but the overall metrics utilized were (over a 5-year average):

* 25 students enrolled for undergraduate majors with 6 graduates per year;
* 10 students enrolled in masters programs with 5 graduates per year;
* 5 students enrolled in doctoral programs with 1 graduate per year.

Associate Provost Parsons will attend the Illinois Board of Higher Education (IBHE) Academic Leadership meeting on November 20. She said that conference calls about this meeting have indicated that IBHE may propose a change in their metrics to (over a 3-year average):

* 40 students enrolled for undergraduate majors with 9 graduates per year;
* 10 students enrolled in masters programs with 5 graduates per year;
* 15 students enrolled in doctoral programs with 3 graduates per year.

Associate Provost Parsons explained that while the IBHE provides guidelines, every university is expected to determine how they will be accountable to their institutions and constituencies. She added that the IBHE approves programs but does not have the authority to remove programs. She explained that several years ago it was determined that low-enrolled programs were to be reported to legislators. Associate Provost Parsons stated that the institution should be accountable to its constituents and offer programs that have the ability to be sustainable and be offered at a cost that the university can maintain. She thinks that at some point IBHE will be adding in the cost of programs to what must be reported.

Ms. Williams asked if the metrics were the same for WIU as they are for the University of Illinois; Associate Provost Parsons confirmed that the same metrics are used for all state universities. She explained that every time a new program is approved by the IBHE, it is given a Classification of Instructional Programs (CIP) code. She stated that every department needs to know what its CIP codes are to see what institutions are being used by the IBHE for comparison and what the enrollment is at those institutions for similar majors. Departments can change the CIP codes for their majors by a process called a “reasonable and moderate extension” which is presented to the IBHE as an informational item. Associate Provost Parsons suggested that programs which were in the past divided into individual majors but are now experiencing low enrollments may wish to pull the individual majors back together again into a larger major with options.

Dr. Lin asked how double majors are counted. Associate Provost Parsons responded that is a big discussion point. She explained that institutions handle this in various ways, and WIU has been taking a look at those programs. She added that the University sends IBHE information about primary and secondary majors so that they can see that WIU has a number of students enrolled in second majors. Dr. Lin stated that Economics and Decision Sciences has a B.A. and a B.B. with the same title and asked if those are counted as different programs; Associate Provost Parsons responded affirmatively. The IBHE also identifies some programs that are being phased out, and departments must sometimes respond to that; for instance, the Department of Foreign Languages and Literatures is now phasing out its separate majors for individual languages in favor of a single Foreign Languages and Cultures major.

**Motion:** To adjourn (Gravitt)

The Council adjourned at 3:50 p.m.

Kat Myers, CCPI Secretary

 Annette Hamm, Faculty Senate Office Manager and Recording Secretary