**COUNCIL ON CURRICULAR PROGRAMS AND INSTRUCTION**

**Thursday, 12 April 2018**

**Horrabin Hall 1 – 3:30 p.m.**

**M I N U T E S**

**MEMBERS PRESENT:** M. Doh, J. Engel, D. Gravitt, A. Hardeman, L. Hemphill, M. Lynn (SGA), P. McGinty, E. Shupe, Novemberculty Senatet Life Safety Enhancement feeeT. Walters

Ex-officio: N. Parsons, D. Williams

**MEMBERS ABSENT:** E. Go, E. MannionMarch ChangesITEM V.A.hiplunteerries Anthropologyational environment of the University, which includes incoming freshmen who

**GUESTS:** Brian Bellott, Amy Carr, Sue Hum-Musser, Kyle Mayborn, Rose McConnell, Luciano Picanço, Linda Prosise, Alphonso Simpson

I. Consideration of Minutes

* 1. 29 March 2018

**MINUTES APPROVED AS DISTRIBUTED**

1. Announcements – None
2. Old Business – None
3. New Business
	1. Curricular Requests from the Department of Biological Sciences

1. Requests for New Courses

 a. BIOL 190, Intro to Biology Research, 1-6 s.h., repeatable to 6 s.h.

 **Motion:** To approve BIOL 190 (Gravitt/Engel)

Dr. Gravitt asked if anyone outside of the major or minor can take the course up to 6 s.h. but that students taking it for the minor can only take it for 3 s.h. Ms. Williams replied that students in the minor could take the course for 6 s.h. but only 3 s.h. would count. She recommended that the course be listed as 1-3 s.h., repeatable to 6 s.h.

Dr. Gravitt asked why the course description says that BIOL 190 *may include* introduction to experimental design, basic data collection techniques, scientific writing, and ethics of biological research. Biological Sciences professor Sue Hum-Musser explained that the topics included will depend on the faculty member teaching the course; if a student takes the course for 1 s.h., he or she should receive the basics of experimental design but may not get as much emphasis in all of the areas.

Dr. Gravitt remarked that it is hard to get a new course offered in the summer due to the rotation system. She asked if this course will replace another one that is routinely offered in the summer. Dr. Hum-Musser replied that if a faculty member wants to work with a student, the faculty member can sign the student up independently, similar to another course that is offered in the summer through Biological Sciences. She explained BIOL 190 is not like a typical new class but is usually arranged one-on-one. College of Arts and Sciences Associate Dean Kyle Mayborn added this course will provide a way for students to get credit for research they would be doing anyway.

Associate Provost Parsons pointed out that usually two hours of lab equals one hour of class, but this course specifies that three hours of lab equals one hour of classwork. Dr. Engel pointed out that this is different than a teaching class because the work will be primarily done in a research setting.

**Changes:** Change heading and information below signature line to show that the course is 1-3 s.h., repeatable to 6 s.h.

 **MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

 b. BIOL 480, Field Natural History, 3 s.h.

 **Motion:** To approve BIOL 480 (Walters/Engel)

Dr. Gravitt asked if a grade of C- would be allowable in the specified prerequisites or if students must get a flat C in those classes; Dr. Hum-Musser replied that students must get a C because C or better is specified in other Biology classes. Dr. Engel asked why a C or better is only required in BOT 200 and ZOOL 200 but not in BIOL 100. Dr. Hardeman asked why C or better is not required in RPTA 111 as well. Dr. Hum-Musser replied that traditionally C or better has been required in the major courses. Dr. Engel would prefer to see if required for all or none. Dr. Hum-Musser will check with the professor, Dr. Peer, to see if adding C or better for all prerequisites would be acceptable to him. [Note: following the meeting, Dr. Hum-Musser confirmed that this change was acceptable to Dr. Peer.]

**Change:** Specify that C or better is required for all prerequisite classes, if acceptable to professor.

**MOTION APPROVED WITH OPTIONAL CHANGE 8 YES – 0 NO – 0 AB**

 c. ZOOL 455, Fisheries Techniques, 3 s.h.

 **Motion:** To approve ZOOL 455 (Gravitt/Shupe)

CCPI discussed how the class hours and lab hours per week should be reflected on the request form. Following the meeting, after consultation with the professor, Dr. Hum-Musser confirmed that CCPI’s recommendation of four class hours per week and four lab hours per week is acceptable to meet the eight contact hours.

**Changes:**

* Indicate that the course is not required for the major nor for the General Education curriculum (bottom of p. 2).
* Capitalize course titles in the middle of Relationship to Existing Courses within the Department section.
* In top paragraph on p. 2, clarify the sentence related to examples of skills which students might try to master to prepare them for the workforce.
* Change class and lab hours per week to 4 and 4, if acceptable to professor.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

2. Request for Change of Title, Course Description, and Prerequisites

a. MICR 451, Microbial Ecology, 3 s.h.

**Current:** Microbial Ecology

Ecobiology of the major microbial groups and their role in processing carbonaceous and geochemical elements in aquatic and terrestrial environments.

Prereq: BOT 200 (C grade or better), MICR 200 (C grade or better), ZOOL 200 (C grade or better); ENG 280.

**Proposed:** Environmental Microbiology

An exploration of how microorganisms interact in the environment and how this knowledge of microbiology can be used to address environmental issues such as ecosystem health, pollutant bioremediation, pathogen transport, sustainable agriculture, water quality, and wastewater treatment.

Prereq: BOT 200 (C or better), MICR 200 (C or better), ZOOL 200 (C or better); ENG 280, or permission of the instructor.

**Motion:** To approve MICR 451 (Gravitt/Hemphill)

Dr. Engel remarked that MICR 451 is a WID course although not required in any Biology program. He asked if ENG 280 is required as a prerequisite for every WID course and if this would mean the instructor could not waive it. Chairperson Hardeman observed that sometimes students cannot get into ENG 280 and must take the course congruently. She will check with the WID Committee chair to see if ENG 280 must be a prerequisite for any WID course.

**Changes:**

* Change prerequisites to “BOT 200 (C or better), MICR 200 (C or better), ZOOL 200 (C or better), and ENG 280; or permission of the instructor.
* Correct “on a case by case basis” in the second paragraph on p. 2.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

* 1. Curricular Requests from the Department of Liberal Arts and Sciences
		1. Request for Change of Major
			1. Liberal Arts and Sciences

**Motion:** To approve change of major (Gravitt/Lynn)

Chairperson Hardeman observed that currently students can only pick one minor from each category but the proposal would allow them to pick any minor from the College of Arts and Sciences. She asked why, then, the minors are still listed within categories. Liberal Arts and Sciences professor Amy Carr replied this is intended to make it easier for students to read but it can be changed if requested. Chairperson Hardeman remarked that if the categories are not serving a useful purpose, they would not necessarily be needed.

Chairperson Hardeman pointed out that if a student paired a History minor with a Modern Global History minor, it would seem that they should just major in History. She asked if there are some areas that might have overlap to the extent that would make them duplicative with existing majors and how the department plans to deal with examples such as the one she mentioned. Dr. Carr responded she would imagine advisors would ask those questions. Chairperson Hardeman remarked there is sentiment on Faculty Senate opposing disciplinary overlap and supporting diversity among programs, so she is not sure how they will view this proposal. She observed the changes will make the program more flexible but will also remove those things that force students into more diverse areas, and she has concerns with that.

Ms. Williams pointed out that a History major is 39 hours, but two 18-hour minors, allowing for 6 s.h. of overlap, would be 30 hours, so there is a difference in number of hours. Dr. Mayborn observed that there may not be lack of diversity as much with this major as there would be with a traditional major of more than 39 hours with a minor that almost overlaps it. He agrees that in the example Chairperson Hardeman used he would expect the advisor to ask the student why he/she did not want to pursue a History major. He explained that the proposed removal of the categories will allow for students to have English and Philosophy as paired minors, for example, which was prohibited under the current configuration. Dr. Engel added that students could already take up to two minors in the same category because the third minor has no restrictions. Dr. Carr confirmed the third minor can be from anywhere in the University.

Ms. Williams explained that the two minors are rolled into the major and used for the major GPA calculation; the two paired minors then go away because they have become the major and are transcripted in that way. She added that the transcript does not list what the paired minors were before they were rolled together into the Liberal Arts and Sciences major. Dr. Carr remarked the department would like to be able to have all three minors listed, but that is a conversation for later. Dr. Gravitt observed that the term “paired minors” implies there is logic to the process. Dr. Carr explained the major is intended for students with interdisciplinary interests. She is not sure that any student drawn to this major would want to have two minors in closely related areas.

Chairperson Hardeman asked why German is being removed as a choice; Ms. Prosise replied that it is being phased out as a minor. Chairperson Hardeman asked why Communication is being removed as a choice; Dr. Carr replied that it is being removed because it is outside the College of Arts and Sciences. Chairperson Hardeman stated that the Chair of Communication was not aware their minor was being removed until she informed him, and he has objected to its removal. Dr. Carr stated that she did email Communication Chair Pete Jorgensen about its removal but he did not respond. She added that the Communication advisor in the Quad Cities supported removal of the Communication minor. Chairperson Hardeman stated that while she appreciates the support of advisors to this program, they are not in charge of academic programming, and an advisor endorsing the change due to scheduling issues is not the same as an endorsement from someone in charge of curriculum development in a department. Dr. Carr pointed out that students can still take Communication as their third minor. Chairperson Hardeman read Dr. Jorgensen’s email aloud and noted that he wishes to express his opposition even though Communication can be taken as a third minor because he thinks the change is proposed due to college affiliation rather than curricular considerations. Dr. Gravitt suggested it might be helpful to have statistics regarding how many students chose the Communication minor. Ms. Williams pointed out it is hard to keep statistics on the paired minors because once they are combined into the major they, effectively, go away.

Dr. Engel asked if the list of minors that can be paired include all of the minors in the College of Arts and Sciences or only a subset. Dr. Carr replied that all of the Arts and Sciences minors are included except for those that are interdisciplinary. Dr. Engel asked if the intention is for the major to be restricted to Arts and Sciences; Dr. Carr confirmed this is correct. She added that students in the Quad Cities were the only ones that sometimes chose a minor outside the College of Arts and Sciences. Dr. Gravitt wonders why Communication is being removed from the choices of paired minors but can still be taken as a third minor. Dr. Carr suspects that many students in the Quad Cities will still want to use the Communication minor as their third minor. Associate Dean Mayborn asked if the Department of Communication would get credit for the minor if Communication was paired with a minor in Arts and Sciences and combined into the Liberal Arts and Sciences major on the transcript. Ms. Williams responded that when students are close to graduation, she asks the Liberal Arts and Sciences advisor to indicate the two paired minors that will be rolled into the major, but until that process is complete and the paired minors are taken off the books the two would be individually listed as minors. Associate Dean Mayborn pointed out that in that case there is an advantage in always being considered the third minor.

Dr. Engel stated he understands Dr. Carr tried to reach out to Dr. Jorgensen, but he thinks it would help if Communication and Liberal Arts and Sciences could come to some sort of understanding. Dr. Carr stated that Dr. Jorgensen may not be persuaded, but Associate Dean Mayborn suggested that Dr. Carr try to reach out again.

Chairperson Hardeman pointed out that a number of Quad Cities students have only one Arts and Sciences minor and the other two outside that college. She wonders how this change will affect them and if the reason they are only taking one Arts and Sciences minor is a question of capacity. Dr. Carr replied that in some cases it is a question of capacity, but some students think that Communication is an easier minor. She added that the change came as a suggestion from College of Arts and Sciences faculty located in the Quad Cities related to the idea of having the major primarily Arts and Sciences rather than outside of Arts and Sciences.

**Changes:**

* Line up the 33 s.h. with the Peace Corps Emphasis in both columns.
* Change “option” to “emphasis” in the reference to the catalog description on p. 4.

**MOTION APPROVED WITH CHANGES 7 YES – 1 NO – 0 AB**

* 1. Curricular Requests from the Department of Foreign Languages and Literatures
		1. Requests for Changes of Repeatability
			1. FL 121, Less Commonly Taught Languages I, 3 s.h.

**Current:** 3 s.h., not repeatable

**Proposed:** 3 s.h., repeatable for different titles to no maximum

* + - 1. FL 122, Less Commonly Taught Languages II, 3 s.h.

**Current:** 3 s.h., not repeatable

**Proposed:** 3 s.h., repeatable for different titles to no maximum

**Motion:** To approve the two repeatability requests (Shupe/Engel)

Dr. Gravitt asked if there is not intended to be any maximum whatsoever. Foreign Languages and Literatures Chair Luciano Picanço confirmed that is correct. He explained the course is not part of the major but can be used as an open elective; it is a class students can take if they are interested in the language that is being taught that year. He added that a student this year wanted to take both Russian and Arabic but it would only have been counted once; Ms. Williams let Dr. Picanço know of this problem so that it could be corrected before the fall semester. Chairperson Hardeman explained that the courses will be taught by visiting Fulbright Scholars and the languages will change year to year.

**MOTION APPROVED 8 YES – 0 NO – 0 AB**

* 1. Curricular Requests from the Department of Chemistry
		1. Request for New Course
			1. CHEM 418, Introduction to Scanning Electron Microscopy, 3 s.h.

**Motion:** To approve CHEM 418 (Walters/Lynn)

Chairperson Hardeman asked if the abbreviation SEM, as used in the abbreviated title, is generally understood by people in the field; Chemistry Chair Rose McConnell confirmed that scientists are familiar with this abbreviation. Chairperson Hardeman asked if there is any minimum level of achievement required in CHEM 202, PHYS 125, or PHYS 212 since the other prerequisite choices – BOT 200, MICR 200, and ZOOL 200 – require C or better. Chemistry professor Brian Bellott replied that each department picked their own prerequisite, and students have to achieve a C or better to pass CHEM 202. Dr. Gravitt asked if students have to have passed CHEM 202 in order to take this class; Dr. Bellott replied that the “or” in the prerequisites indicates that any of the listed courses is acceptable as a prerequisite. Associate Dean Mayborn pointed out that Geology students will have taken CHEM 202 and Physics but there is no Geology class prerequisite. Ms. Prosise pointed out that since the course will be cross-listed, it could be taught by professors in any of the specified disciplines; Chemistry majors will take it as CHEM 418, while Biology majors will take it as BIOL 418, so they will follow the prerequisites that count for their majors. Dr. Gravitt asked if the course will count for the Chemistry major; Dr. Bellott replied that it will be an elective.

Chairperson Hardeman commended the department on obtaining a National Science Foundation grant to purchase the necessary equipment. Dr. Gravitt remarked that it seems like this technology would almost be required knowledge for these disciplines, but Dr. Engel stated that it is not ubiquitous. Dr. Bellott stated that the scanning electron microscope is so small that a cat would not fit into it. He explained that the course will require projects with more specific lab experiences to fulfill but will be more guided than bringing in research samples and does have a lecture element. Dr. Engel asked if this course would overlap substantially with BIOL 581, Electron Microscopy, but Dr. Bellot explained that BIOL 581 is basically one-on-one training for graduate students with specific projects.

**Changes:**

* Change abbreviated title to INTRO TO SEM.
* In Relationship to Courses in Other Departments, change “master’s Biology students” to “Masters Biology students.”

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

 2. Request for Cross-Listing

a. CHEM/BIOL/GEOL/PHYS 418, Introduction to Scanning Electron Microscopy, 3 s.h.

**Motion:** To approve cross-listing request (Gravitt/Engel)

**MOTION APPROVED 8 YES – 0 NO – 0 AB**

V. Provost’s Report - None

Chairperson Hardeman stated that Ms. Hamm provided her with input on suggested changes to the CCPI policies and procedures and asked anyone else with suggestions to provide them to her before the next CCPI meeting, at which time they will be voted on. The CCPI forms will also be cleaned up as part of this process, such as changing UTEC to UCEP in the signature line. It was suggested that a notice be posted on the top of the CCPI forms page asking individuals to use the most recent form on the website, although requests on older forms will still be accepted. It was also suggested that the minor changes which do not go through CCPI be reported out to CCPI in the same way that they are reported out to Faculty Senate.

Dr. Shupe announced that the Department of Dietetics, Fashion Merchandising, and Hospitality will be broken up, with Dietetics becoming part of the Department of Kinesiology, Fashion Merchandising going to the Department of Management and Marketing, and Hospitality becoming part of the Department of Recreation, Park and Tourism Administration. Only Fashion Merchandising will be moving to a different college (from Education and Human Services to Business and Technology).

Elections for Chair, Vice Chair, and Secretary will take place at the next CCPI meeting.

**Motion:** To adjourn (Hemphill)

The Council adjourned at 4:48 p.m.

 Jeff Engel, CCPI Secretary

 Annette Hamm, Faculty Senate Office Manager and Recording Secretary