**HSS Curriculum Committee (HSSCC)**

**Minutes of Meeting: 18 October 2016**

**Location: SO 3020**

**In Attendance:**

**Members:** Amy Dohahue, Pauline Howes, Michael Lahey, Matthew Mitchelson, Christopher Randall, Ashley Sheldon, Linda Treiber, Chien-pin Li (Dean’s Office), David Shock (Chair), Jeongyi Lee

**Guests:** Yumin Ao (FL), Jaime Cruz-Ortiz (FL), Joseph Bock (INCM/MSCM), Barbara Neuby (PSIA), Chris Pallas (PSIA), Tom Doleys (PSIA), Jack Moran (PSIA); Barbara Gainey (COM), Erin Ryan (COM), Charles M. Mayo (COM), Kristen Heflin (COM) Susan Rouse (HIST/PHIL)

**The meeting was called to order by David Shock at 12:31p.m.**

**I. Approval of Minutes** **from October 4, 2016 Meeting**

* **Lee pointed that the dates on the minutes are not correct.**
* **A motion to approve the minutes was made by Randall and seconded by Howes, and it passed unanimously.**

**II. Old Business  [Second readings]**

A.  HIST/PHIL Dept.

1.  Philosophy B.A. - Change to Program Name, Requirements, or Policies v3.0   [Susan Rouse]

2.  PHIL - 4030 - Phenomenology - New Course v3.0  [Susan Rouse]

* **Dr. Rouse explained the changes she made (course description, relevant links included)**
* **A motion to approve the proposals was made by Trieber and seconded by Howes, and it passed unanimously.**

B.  Foreign Language Dept.

CHNS Package --

1.  CHNS - 3200 - Critical Reading and Applied Writing - Change in Existing Course v3.0   [Yumin Ao]

2.  CHNS - 3302 - Practical Conversation - Change in Existing Course v3.0     [Yumin Ao]

3.  CHNS - 3303 - Grammar and Composition - Change in Existing Course v3.0  [Yumin Ao]

* **Dr. Shock explained that Dr. Ao communicated with the potentially affected programs via email, as Dr. Shock advised on first reading, and that there will be no impact on those programs (Dr. Shock uploaded the emails onto Curriculog).**
* **Dr. Li clarified the minor change in the course description made on Curriculog for Dr. Ao.**
* **A motion to approve the proposals was made by Howes and seconded by Mitchelson, and it passed unanimously.**

HEBR –

4.  HEBR - 1050 - Introduction to Biblical Hebrew - Change in Existing Course v3.0  [Dr. Jaime Cruz-Ortiz]

* **Dr. Shock reiterated that HEBR 1050 does not impact other programs.**
* **A motion to approve the proposal was made by Donahue and seconded by Howes, and it passed unanimously.**

C.  Political Science & Intl Affairs Dept.

MPA --

1. Public Administration, MPA - Change to Program Name, Requirements, or Policies v3.0 [Jerry Herbel]

* **Dr. Neuby summarized that the proposal is to make concentrations optional.**
* **A motion to approve the proposal was made by Howes and seconded by Trieber, and it passed unanimously.**

IPM --

2. IPM - 7757 - Transnational Civil Society -New Course v3.0 [Chris Pallas/Tom Doleys]

* **Trieber commented that the syllabus is nice.**
* **Dr. Li asked if a program change proposal is needed and Dr. Pallas answered that it’s being developed.**
* **A motion to approve the proposal was made by Donahue and seconded by Mitchelson, and it passed unanimously.**

MSCM Package --

3. Conflict Management, MSCM -Change to Program Name, Requirements, or Policies v2.0 [Sherrill Hayes]

4. MSCM - 7705 - Domestic Relations Mediation -Change in Existing Course v3.0 [Sherrill Hayes]

5. MSCM - 7706 - Grant Writing & Program Evaluation -New Course v2.0 [Sherrill Hayes]

6. MSCM - 7707 - International Conflict and Peacebuilding Case Writing - New Course v3.0 [Sherrill Hayes]

7. MSCM - 7720 - Field Study and Field Work Reports- Change in Existing Course v3.0 [Sherrill Hayes]

* **Dr. Bock (on behalf of Sherrill Hayes) summarized that they made a series of changes based on the Committee’s suggestions by the Committee members on first reading.**
* **A motion to approve the proposals was made by Sheldon and seconded by Howes, and it passed unanimously.**

**III. New Business  [First readings] (12:44pm)**

A.  Political Science & Intl Affairs Dept.

MSIPM --

1.   International Policy Management, MS - Change to Program Name, Requirements, or Policies v3.0 [Tom Doleys/Chris Pallas]

* **Dr. Doleys summarized the proposed program changes are necessary to meet the needs of the program within the curriculum and to increase flexibility and student choices.**
* **A motion to approve the proposal was made by Mitchelson and seconded by Sheldon, and it passed unanimously.**
* **A motion to wave second reading was made by Randall and seconded by Trieber, and it passed unanimously.**

IA Package --

2.  International Affairs B.A. - Change to Program Name, Requirements, or Policies v3.0 [Jack Moran]

3.  POLS - 4439 - Political Economy of Russia and Central Asia in Transition - Change in Existing Course v3.0 [Jack Moran]

4.  POLS - 4449 - Russian Foreign Policy - Change in Existing Course v3.0 [Jack Moran]

* **Dr. Moran explained that most changes were made upon registrar’s policy; wording changes were made for better understanding of students; and prerequisite changes are necessary.**
* **A motion to approve the proposals was made by Sheldon and seconded by Mitchelson, and it passed unanimously.**

B.  INCM Dept.

1. INCM - 9360 - Gender, Conflict, Peace - Change in Existing Course v3.0 [Nicole Densmore/Joseph G. Bock]

2.  INCM - 9410 - Comparative Conflict Management Policies of International Organizations - Change in Existing Course v3.0 [Nicole Densmore/Joseph G. Bock]

3.  INCM - 9450 – Current Conflicts - Change in Existing Course v3.0 [Nicole Densmore/Joseph G. Bock]

4.  INCM - 9700 - International Experience - Change in Existing Course v3.0 [Nicole Densmore/Joseph G. Bock]

5.  INCM - 9900 - Ph.D. Dissertation Research - Change in Existing Course v3.0 [Nicole Densmore/Joseph G. Bock]

* **Dr. Bock noted that changes of course description were made in line with Catalog.**
* **Randall asked about the length of course description of the proposal INCM 9360 & 9410 and there was some discussion among the committee members about it; Trieber mentioned that there is no limit in gradate courses and she addressed why the undergraduate has the limit; Dr. Li clarified it should be the same (75 words).**
* **Randall mentioned that the use of the future tense should be flagged on Curriculog.**
* **A motion to approve the proposals was made by Howes and seconded by Lahey, and it passed unanimously.**

C.  SCOM

COM Graduate-Level --

1.  COM - 5100 - Survey of Digital and Social Media Concepts - Change in Existing Course v3.0 [Charles M. Mayo]

2.  COM - 5490 - Topics in Social Media - New Course v3.0 [Charles M. Mayo]

3.  COM - 5900 - Digital and Social Media Content Strategy - Change in Existing Course v3.0 [Charles M. Mayo]

4.  COM - 6440 - Seminar in International Leadership Communication - New Course v3.0 [Charles M. Mayo]

* **Dr. Mayo summarized the proposals; name changes of the courses to be read more comfortably by students; to eliminate the sequence of the content strategy course as the final course; the new course COM 5490 for the graduate certificate program; the new leadership course proposed to accommodate students’ desire for a leadership course.**
* **Lahey asked for clarification of “topics in social media” and “content strategy”.**
* **Dr. Mayo mentioned that the proposed new leadership course and the other existing leadership course alternate.**
* **Trieber asked if there is a program change proposal required and Dr. Mayo answered that he asked Amy Vasinko and she advised him that there is no necessity of program change proposal for graduate program. The Committee further checked the history of the review process for COM 6440 on Curriculog and noted that Amy Vasinko put a note in Comments on Curriculog that program change proposal is required to add this new course. The Committee advised Dr. Mayo to check with Amy Vasinko if the leadership course requires a program change for the MA program; Dr. Mayo promised that he will update by next Wednesday.**
* **Sheldon asked about COM 5490 syllabus (stylistic issue) and noted that examples in topics in the course calendar in the syllabus are needed and Randall advised Dr. Mayo to follow the syllabus template.**
* **A motion to approve the proposals was made by Sheldon and seconded by Trieber, and it passed with 1 Abstention.**

Gen Ed and Area F / Lower Division --

5.  COM - 1100 - Human Communication - Change in Existing Course v3.0 [Barbara Gainey]

6.  COM - 2230 - Introduction to Communication & Media - Change in Existing Course v3.0 [Barbara Gainey]

7.  COM - 2240 - Law, Ethics and Diversity - New Course v3.0 [Joshua Azriel]

8.  COM - 3435 - Communication Research Methods - Change in Existing Course v3.0 [Carolyn Carolson]

9. COM - 3366 - Nonverbal Communication - Course Discontinuation v3.0 [Deanna F. Womack]

* **Dr. Gainey explained that the School has overviewed GenEd and lower division undergraduate courses in an effort to change all the concentrations to majors for the past 5 years; as part of that, they have been working with the GenEd council to change the courses in Area B or F to Area E in GenEd for accreditation purposes; prerequisite changes are necessary as a result; the new course proposal COM 2240 as a required course in Area F; the discontinued course hasn’t been taught for a long time and the content has been taught in other courses.**
* **Donahue asked about the acronym (ACEJMC) for accreditation and asked about the title of the new course COM 2240, ethics in particular; Dr. Gainey explained that ACEJMC is different from SACS Accreditation and COM 2240 content covers and focuses on communication ethics.**
* **Trieber commented the title of the course COM 2240 could’ve reflected the content of the course better, and Lahey mentioned that since this course is a required course for majors within the School (as a part of the gated program within the school), it doesn’t need to be lengthy.**
* **Dr. Gainey noted that COM prefix will be used for lower division courses, GenEd courses, and graduate courses.**
* **Dr. Li asked some editorial questions in Academic Policies in the JOUR program change proposal and advised to make it only for PR (excluding MENT major) to avoid confusion.**
* **Shock advised Dr. Gainey to send him an email to make changes before the second reading.**
* **Donahue addressed a lack of justification in the proposal (or in course description); to evaluate from the perspective of the current proposal in Curriculog, she felt unequipped with the proposal in Curriculog, and some committee members suggested a change in the title of 2240.**
* **Shock advised Dr. Gainey to work with Sarah of the GenEd council.**
* **Shock asked about BS in Communication if there is any change in it; Dr. Gainey answered there will be no course discontinuation for now, but some will eventually go away.**
* **Shock suggested the members vote for the proposed COM courses separately:**
* **A motion to approve the COM 1100 proposal was made by Howes and**

**seconded by Mitchelson; and it passed with the following results: Yes-8, No-1,**

**Abstention-0.**

* + **A motion to approve the COM 2230 proposal was made by Lahey and seconded by Sheldon, and it passed unanimously.**
  + **A motion to approve the COM 2240 proposal was made by Sheldon and seconded by Howes (Discussion: Trieber raised the title issue), and it passed unanimously with the provision of the suggested changes.**
  + **A motion to approve the COM 3435 proposal was made by Lahey and seconded by Sheldon, and it passed unanimously.**
  + **A motion to approve the COM 3366 proposal was made by Donahue and seconded by Lahey, and it passed unanimously.**

BS, MENT ---

10.  Media and Entertainment Studies B.S. - Change to Program Name, Requirements, or Policies v3.0 [Erin Ryan]

11. MENT - 3100 - Fundamentals of Media and Entertainment Studies - New Course v3.0 [Erin Ryan]

12.  MENT - 3326 - Global Media Systems - Change in Existing Course v3.0 [Erin Ryan]

13.  MENT - 4424 - Uses and Effects of Mass Media - Change in Existing Course v3.0 [Erin Ryan]

14.  MENT - 4425 - Gender, Race, and Media - Change in Existing Course v3.0 [Erin Ryan]

15.  MENT - 4430 - Media Management - Change in Existing Course v3.0 [Erin Ryan]

16.  MENT - 4434 - Topics in Media Studies - Change in Existing Course v3.0 [Erin Ryan]

17.  MENT - 4436 - Topics in Entertainment Studies - New Course v3.0 [Erin Ryan]

18.  MENT - 4444 - Film and Video Structure and Process - Change in Existing Course v3.0 [Erin Ryan]

19.  MENT - 4464 - Documentary Filmmaking - New Course v3.0 [Erin Ryan]

20.  MENT - 4485 - Media & Entertainment Studies Capstone - Change in Existing Course v3.0 [Erin Ryan]

21.  MENT - 4495 - Media and Entertainment Study Tour - New Course v3.0 [Erin Ryan]

* **Dr. Ryan gave a brief overview of the proposals: Related to conversion of concentrations to majors, prefix changes from COM to MENT are made and new courses require their own designation as summarized in the proposals.**
* **Lahey noted that the MENT major courses are business oriented as well as culture content courses. Dr. Ryan explained the courses will provide students with holistic view of what MENT major requires.**
* **Dr. Ryan mentioned about collaboration between School of Business and School of Communication.**
* **Donahue asked about if the proposed new courses and changes considered future employers.**
* **Sheldon asked about any possible collaboration with her film course and Dr. Ryan said they steer students in the direction of other minor/certificate options.**
* **Lee asked about the errors in the MENT 4434 proposal: COM 3310 is entered in Prerequisites but Justification for Change says “prerequisite to new course MENT 3100”.**
* **Randall asked about requirement changes for the gated program and Dr. Ryan explained that they raised entrance exam scores and GPA to get into the gated program as their expectation has increased. Randall concerned about the impact of the raise on other programs.**
* **A motion to approve the proposals was made by Trieber and seconded by Sheldon, and it passed unanimously.**

BS, ORGC --

22.  Organizational and Professional Communication B.S. - Change to Program Name, Requirements, or Policies v3.0 [Deanna Womack]

23.  ORGC - 2030 - Careers in Organizational Communication - New Course v3.0 [Audrey Allison]

24.  ORGC - 2205 - Introduction to Organizational Communication - Change in Existing Course v3.0 [Deanna Womack]

25.  ORGC - 3325 - Intercultural Communication - Change in Existing Course v3.0 [Deanna Womack]

26.  ORGC - 3345 - Team Communication - Change in Existing Course v3.0 [Deanna Womack]

27.  ORGC - 3459 - Communication and Conflict - Change in Existing Course v3.0 [Deanna Womack]

28.  ORGC - 3376 - Interpersonal Communication - Change in Existing Course v3.0 [Deanna Womack]

29.  ORGC - 4344 - Training and Development - Change in Existing Course v3.0 [Deanna Womack]

30.  ORGC - 4440 - Leadership Communication - Change in Existing Course v3.0 [Deanna Womack]

31.  ORGC - 4455 - Organizational Communication Audit (Capstone) - Change in Existing Course v3.0 [Deanna Womack]

* **Shock briefly overviewed the proposals.**
* **Lee pointed that in some ORGC proposals COM 2205 (old course prefix) should be changed to ORGC 2205 (new course prefix).**
* **A motion to approve the proposals was made by Donahue and seconded by Sheldon, and it passed unanimously.**

BS, Journalism and Emerging Media --

31.  Journalism and Emerging Media B.S. - Change to Program Name, Requirements, or Policies v3.0 [Farooq Kperogi]

32.  JOUR - 3310 - Concepts in New Media - Change in Existing Course v3.0 [Farooq Kperogi]

33.  JOUR - 3330 - News Reporting and Writing - Change in Existing Course v3.0 [Farooq Kperogi]

34.  JOUR - 3340 - Digital Media Production - Change in Existing Course v3.0 [Farooq Kperogi]

35.  JOUR - 4412 - Sports Reporting - Change in Existing Course v3.0 [Farooq Kperogi]

36.  JOUR - 4488 - Multi-Media Visions of Community (Capstone) - Change in Existing Course v3.0 [Farooq Kperogi]

* **Shock briefly overviewed the proposals.**
* **A motion to approve the proposals was made by Randall and seconded by Howes, and it passed unanimously.**

BS, Public Relations --

37.  Public Relations B.S. - Change to Program Name, Requirements, or Policies v3.0 [Kristen Heflin]

38.  PR - 3335 - Public Relations Principles - Change in Existing Course v3.0 [Kristen Heflin]

* **Shock briefly summarized the changes in the proposals.**
* **Randall asked about the delivery types.**
* **A motion to approve the proposals was made by Randall and seconded by Sheldon, and it passed unanimously.**

**IV.  Adjourn**

**The meeting adjourned at approximately 1:55 p.m.**

Respectfully Submitted by Jeongyi Lee