**CHSS Curriculum Committee**

Minutes for August 22, 2017

SO 3020

**In attendance**

|  |  |  |
| --- | --- | --- |
| ✓Rebecca Hill (ISD) | ✓Matthew Mitchelson (GEOG/ANTH) | ✓Sergio Figueirdo (ENGL) |
| ✓Pauline Howes (COMM) | ✓William Griffin (FL) | ✓David Shock (POLS/IA) |
| ✓Michael Lahey (TCID) | ✓Hakki Gurkas (HIST/PHIL) | ✓Jim McCafferty (SOC/CJ) |
| ✓Chien-pin Li (Dean Office) | ✓Nicole Martin (PSYC) | ✓Maia Hallward (SCM) |
| **Absent:** n/a |
| **Guests:** Bill Gillespie (POLS/IA), Larrie Dudenhoeffer (ENGL), Carolyn Carlson (COMM), Sherrill Hayes (SCM) |
| **Meeting Secretary:** Michael Lahey (TCID) |

*The meeting was called to order at 12:30 PM.*

**Introductory Comments**

*D. Shock gives introductory comments (welcoming back, reminding new and old members to learn/refresh themselves with procedures).*

**Curriculum Committee Resources**

*D. Shock mentions links to curriculum committee resources and mentions that minutes of departmental and college curriculum committees need to be submitted to the Office of Academic Affairs for archiving.*

**Information Item**

*D. Shock gives a brief review of the Curriculum meeting that took place before the school started. There have been changes to UPCC procedures that we need to keep in mind.*

**III. Approval of Minutes** from the April 25, 2017 Meeting (Ashley Sheldon - ENGL)

*The minutes for the meeting approved as presented. M. Mitchelson moves and M. Lahey seconds.*

**Schedule for 2017-2018**:

*Fall 2017* (Tuesdays at 12:30 pm): 8/22, 9/5, 9/19, 10/3, 10/17, 10/31, 11/14, 11/28

*Spring 2018:* 1/16, 1/30*,* 2/13*,* 2/27*,* 3/13*,* 3/27*,* 4/10*,* 4/24

*The committee was okay with this schedule.*

**Secretary / Note-Taker role for each meeting**

*The committee decided to do a rotating secretary, D. Shock will send the list out soon.*

**Proposal deadline/Agenda creation**

Idea:  set proposal deadlines for the following Tuesday meeting on WEDNESDAY at 11:59 pm.  Agenda will be created and emailed out to members on THURSDAY morning.

*Everyone was okay with this rule proposed by D. Shock.*

**Old Business [Second readings]**

A.  PSIA

1. Certificate in Constitutional Studies - New Minor/Certificate Program v2.0 [Bill Gillespie]

+approved on first reading 4/25 - no changes recommended

*M. Mitchelson moves and R. Hill seconds. Passes on second reading.*

B.  ENGL

-Film course package (courses and program changes) ---

+from 4/24/17 mtg:  (a) need to update Major and Minor proposals to include Linguistics course changes approved during 2016-17 - these changes are not reflected in the current proposal;  (b)  contact TPS dept - program changes drop TPS courses, which impacts course offerings outside of ENGL - need to inform TPS of proposed changes to FILM and English program proposals;  (c) add \* after FILM 3220, 3230, 3240, 3250 - note to allow taking a second time

1.  English B.A. - Change to Program Name, Requirements, or Policies v3.0 [Larrie Dudenhoeffer]

2.  Film Studies Minor - Change to Program Name, Requirements, or Policies v3.0 [Larrie Dudenhoeffer]

3.  FILM - 3200 - Film History I - Change in Existing Course v3.0 [Larrie Dudenhoeffer]

4.  FILM - 3210 - Film History II - Change in Existing Course v3.0 [Larrie Dudenhoeffer]

5.  FILM - 3215 - Film History III - New Course v3.0 [Larrie Dudenhoeffer]

6.  FILM - 3220 - Topics in American Cinema - Change in Existing Course v3.0 [Larrie Dudenhoeffer]

7.  FILM - 3230 - Topics in World Cinema - New Course v3.0 [Larrie Dudenhoeffer]

8.  FILM - 3240 - Film Genres and Movements - New Course v3.0 [Larrie Dudenhoeffer]

9.  FILM - 3250 - Film Authors - New Course v3.0 [Larrie Dudenhoeffer]

10.  FILM - 4200 - Theory-Based Studies in Film - Change in Existing Course v3.0 [Larrie Dudenhoeffer]

*L. Dudenhoeffer said he talked with TPS, which was something asked for on first reading. P. Howes moves, M. Mitchelson seconds. Passes on second reading.*

C.  ISD

1.  ISD - 3100 - Research Methods - New Course v3.0 [Rebecca Hill, Robbie Lieberman]

+tabled at 4/25 meeting; **Need a program change form to be submitted (current plan is to revise the Asia major to include ISD 3100) - revisions still pending**

+Catalog description:  present tense and syllabus revisions to reflect changes

*R. Hill suggests we table it because they are waiting on AADS changes. She will know more about after her Department retreat. P. Howes moves to table, N. Martin seconds. Approved.*

**VIII. New Business [First readings]**

A.  ISD

1.  Asia Major - change [PENDING] [Rebecca Hill]

+to add ISD 3100; proposal was not submitted for 4/25 meeting - need program change form to add ISD 3100 [revision pending]

*R. Hill suggests we table it because they are waiting on AADS changes. She will know more about after her Department retreat. P. Howes moves to table, N. Martin seconds. Approved.*

B.  SCOM

1.  COM - 6430 - Advanced Investigative Reporting I - New Course v4.0 [Carolyn Carlson]

2.  COM - 6435 - Advanced Investigative Reporting II - New Course v4.0 [Carolyn Carlson]

*C. Carlson introduces the classes to the committee. S. Hayes asks about the fact that these are dual listed as graduate and undergraduate classes. C. Carlson says she will input the courses into the system again as separate courses (graduate & undergraduate). D. Shock wonders if “local media” is better wording but C. Carlson says the listed partners are supporting this program with grants so they need to be listed. The committee says that C. Carlson should talk to Amy Jones for help with the technical aspects of reorganizing the courses. D. Shock will reject it so it will return back to the department. S. Hayes says that the syllabi also need to be edited.*

*M. Mitchelson moves, P. Howes seconds. Approved on first reading, will need to be fixed for second reading.*

C.  SCMPD

1.  International Conflict Management, Ph.D. - Change to Program Name, Requirements, or Policies v3.1 [Maia Hallward/Sherrill Hayes]

2.  INCM - 8000 - Comparative Approaches to Knowledge - New Course v3.0 [Maia Hallward]

3.  INCM - 8001 - Theories of International Conflict: International Relations Approaches - Change in Existing Course v3.0 [Maia Hallward/Sherrill Hayes]

4.  INCM - 8002 - Theories of International Conflict: Economic Approaches - Change in Existing Course v3.0 [Maia Hallward/Sherrill Hayes]

5.  INCM - 8003 - Theories of International Conflict: Socio-Cultural Approaches - Change in Existing Course v3.0 [Maia Hallward/Sherrill Hayes]

6.  INCM - 8004 - Theories of International Conflict: Peace and Conflict Studies Approaches - Change in Existing Course v3.0  [Maia Hallward/Sherrill Hayes]

7.  INCM - 8005 - Professional Knowledge for the PhD - Change in Existing Course v3.0 [Maia Hallward/Sherrill Hayes]

*M. Hallward talks about the changes to the curriculum, which needed to change to make sure the degree reflects the content. Additionally, they are bringing back comprehensive exams and an epistemology class. D. Shock says the syllabus for INCM8000 needs to be revised and we need to see a KSU enrollment statement. D. Shock says you cannot use the future tense in course descriptions. M. Hallward says she will make these changes.*

*P. Howes moves, R. Hill seconds. Approved on first reading.*

**Wrap up**

*D. Shock asks if there are any questions about process or reviewing proposals.*

*The meeting adjourned at 1:17pm.*