**Minutes:  CHSS Curriculum Committee**  
Meeting Time and Location:  **October 17, 2017** at 12:30 p.m. in SO 3020

**In attendance**

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| Rebecca Hill (ISD) | Matthew Mitchelson (GEOG/ANTH) | Sergio Figueiredo (ENGL) (subbing for Katarina Gephardt) |
| Maia Hallward (SCM) | 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) |  |
| **Absent:** Pauline Howes (COMM) | | |
| **Guests:** Chris Totten | | |
| **Meeting Secretary:** Hakki Gurkas | | |

**Meeting called to order 12:30 PM by David Shock**

**I. Approval of Minutes** from the Oct. 3, 2017 Meeting (minutes taken by Jim McCafferty)

1. Discussion: No changes recommended
2. Motion to approve the minutes
   1. Move to approve: Matthew Mitchelson
   2. Second: Michael Lahey
   3. Motion to approve the minutes passed unanimously.

**II. Old Business**

A. SOCI/CJ

1. Second reading for Criminal Justice, M.S. package (program and courses):

* Criminal Justice, M.S. - Change to Program Name, Requirements, or Policies
* CRJU - 7706 - Advanced Research Methods - Change to Existing Course
* CRJU - 7712 - Advanced Statistics and Data Analysis in CJ - New Course

1. Discussion:

* Chris Totten presented an overview of the completed changes
* No further discussion

1. Jim McCafferty moved to approve the Criminal Justice, M.S. package
2. Matthew Mitchelson seconded the motion
3. Motion to approve Criminal Justice, M.S. package passed unanimously

**III. New Business**

A. ANTH/GEOG

1. First reading for Geography B.A. - Change to Program Name, Requirements, or Policies
2. Discussion

* Matthew Mitchelson presented an overview of the proposal.
* Chien-pin Li asked for clarification regarding the changes in the program description due to the difference between the current catalog listing and description.
* David Shock explained that they changed the listing but not the description.
* Jim McCafferty asked whether there is any new development regarding his inquiry about the program change forms.
* Matthew Mitchelson explained that he is waiting for clarification.
* Maia Hallward noted that GPCC and UPCC seems to do things differently, and we do not have clear standard policy.
* Rebecca Hill noted that we have been acquiring new software, and new software users setting policy. There must be leadership to develop a standard policy.
* David Shock reminded that October 31 meeting might be busy.
* William Griffin inquired the best way to discuss the editorial changes.
* Rebecca Hill suggested using the discussion function on Curriculog.
* David Shock said that it is okay to e-mail such changes to him.
* Rebecca Hill suggested introducing time limit for reviewer presentations in order to make sure there is enough time for discussion.

1. Maia Hallward moved to approve the Geography B.A. proposal.
2. Michael Lahey seconded.
3. Motion to approve Geography B.A. proposal passed unanimously.
4. Matthew Mitchelson asked to waive the second reading for the Geography B.A. proposal.
5. Nicole Martin seconded.
6. The motion to waive the second reading for the Geography B.A. proposal passed unanimously.

IV. Meeting adjourned at 12:56PM