CHSS-CC Meeting Minutes

March 25, 2014

Members in attendance: Neysa Figueroa (ISD), Bill Griffin (DFC), Gail Markle (SCO/CJ), David Shock (proxy for Charity Butcher) (POLS), Pam Marek (PSYC), Carolyn Carlson (COM), Bert Way (HIST/PHIL), Thiery Leger (CHSS); Guests: Laura Dabundo, Chris Ziegler.

1. Preliminary Items
	1. Meeting started at 12:30 pm
	2. Minutes from March 11, 2014 meeting were approved with no changes
2. Old Business
	1. Carolyn Carlson (COM)
		1. BS COM, Major Program Change
		2. Proposal was updated to reflect recommended changes
		3. Approved on second reading REMOVE
	2. Carolyn Carlson
		1. Com 3350, New Course-Not Gen Ed
		2. Proposal was updated to change the course description and to add the financial aid attendance compliance statement.
		3. Thiery said this language is now required
		4. Proposal was approved on second reading REMOVE
3. New Business
	1. Laura Dabundo
		1. Change in Religious Studies Minor
		2. Committee recommended using red font for all changes to the minor, and to strike through all that is going to be changed.
		3. Change the start date to Spring 2015
		4. Add space between “6” and “credit”
		5. And justify the numbers in section III, 1
		6. Committee approved on first reading with suggested changes
	2. Chris Ziegler (PSYC)
		1. PSYC 3405, New Course-Not Gen Ed
		2. Change start date to Spring 2015
		3. Add prefix and course number on page 2
		4. Change course description to present tense
		5. Section E. 2., change objectives to match syllabus or make narrative in complete sentences
		6. Section E. 3., revise to reflect general themes and content.
		7. Add ADA statement to the syllabus
		8. Recalculate grading under “applying the above grade distribution.”
		9. Committee approved on first reading with suggested change
4. Meeting adjourned at 1:08 pm.

Respectfully submitted:

Bert Way (Hist & Phil)