CHSS-CC Meeting

August 26, 2014

In Attendance:

Members: Charity Butcher (PS), Gail Markle (SCJ), Bert Way (HIST & PHIL), Bill Griffin (DFC), Tracie Stewart (PSYC), Michelle Devereaux (ENGL), Stacy Keltner (ISD), Teresa Raczek (GEO & ANTH), Chien-pin Li (Ex-Officio)

I. **Administrative Business**

* Meeting started at 12:30 PM
* Charity Butcher discussed upcoming changes to department education curriculums that would be coming to us in addition to the consolidation proposals. Michelle Devereaux presented a timeline for these proposals.
* A motion to approve Charity Butcher as the Committee Chair passed.
* A motion to approve the minutes for April 29, 2014 meeting passed.

II. **Old Business**

1. M.S. in Criminal Justice and New Course CJ 7998
	1. Charity reminded us that curriculog was not set up properly when we read these proposals in the spring. They were presented to us as Word documents instead. Jamie Grimes in Academic Affairs will enter the proposals into curriculog after approval.
	2. A motion to approve both of these proposals on second reading was approved.

**REMOVE**

1. B.S. in Criminal Justice
	1. Gail Markle represented this proposal
	2. Bill Griffin asked about changing the catalog program description to reflect proposed changes in the program. The committee agreed and recommended to revise the catalog description.
	3. Motion to approve on second reading with recommended changes was approved.

**REMOVE**

 III. **New Business**

1. Philosophy 2300
	1. Bert Way represented this proposal for a change in course number from 2300 to 2500. This change follows the BOR recommendation for uniform course numbering across the USG system.
	2. Motion to approve first reading was approved.
	3. Motion to wave second reading was approved.
	4. Charity will check on how to document the change in curriculog.

**REMOVE**

IV. **Additional Administrative Business**

1. Charity discussed the abbreviated timeline for consolidating the KSU and SPSU curriculums. There was some confusion about whether individual departments or Academic Affairs would be responsible for entering additional courses into curriculog.
2. Michelle Deveraux asked how changing HPS to a two-hour course would affect students’ total hours for graduation. Will students need to find another hour course? Chien-pin will ask. (Follow up: The matter is unresolved.)
3. Michelle then asked about the grade requirement for Area F courses. It appeared to be a “D” for SPSU and “C” for KSU. Which will it be for the NewU? Chien-pin will ask. (Follow up: the grade of "C" or better is required for all the major requirements, including those listed as Lower Division Major Requirements.)
4. Charity revisited this semester’s timeline. UPCC must approve all consolidation-related curriculum changes by October 14.
	1. The committee decided to review and vote on proposals online each week, and to hold a physical meeting every two weeks. Physical meetings will be held on 9/9, 9/23, 10/7, and perhaps 10/14.
	2. We should inform proposal originators to plan on a physical meeting with the understanding that a vote may be cast online.
	3. We will soon determine a method for recording minutes of online meetings.
	4. The agenda will be set the Friday before the scheduled physical meetings.
	5. Charity discussed a few particulars of navigating curriculog.

Meeting adjourned at 1:50.

Respectfully submitted,

Bert Way