Minutes for the fourth meeting of the 2010-2011 academic year.

I. The meeting was called to order at 3:05 p.m. on Monday, January 31, 2010 in Library Conference Room A, Chairperson Mundorf presiding.

The following members were present: Professors Brand, Doerner, Englander, Honhart, Jenkins, MacDonald, Misto, Mundorf; Vice Provost Beauvais; Ms. Buss representing the Dean of University College.

II. The Minutes of Meeting #3, November 15, 2010 were approved. Regarding the Minutes of Meeting #4, Professor Jervis asked that her name be removed from the list of faculty members in attendance. The Minutes of Meeting #4, December 13, 2010 were approved as corrected.

III. REPORTS

A. Chairperson Mundorf explained that the majority of the Department of English courses at the 400-level had been identified as being for graduate credit and most of the 400-level courses in the English B.A. would be held pending action by the Graduate Council.

B. Chairperson Mundorf reported on the Faculty Senate Executive Committee request that the CAC modify existing forms to make it clearer that departments must consult and to indicate that they had consulted with other departments about possible effects of the change on their programs and students.

Professor Honhart and Ms. Grubman indicated that they would review the forms and make recommendations regarding overlap.

C. Ms Grubman requested and received permission to correct two errors remaining from the previous academic year. She said that she would correct the credits for OCG 200 (4) and would remove GEO 482 from the list of courses that were recommended for deletion because 482 was taught simultaneously with GEO 582 and therefore had been offered regularly and didn’t fit in the category of courses to be deleted under 8.81.62 of the UNIVERSITY MANUAL

IV. UNFINISHED BUSINESS

A. College of Arts and Sciences

   Department of Modern and Classical Languages and Literatures

   Following discussion, the Proposal for a B.A. Degree in Chinese was approve pending endorsement by the Council of Deans.

B. College of Engineering

   Department of Ocean Engineering
Ms. Grubman reported that she hadn’t heard from the department and the addition of OCE 467* would remain postponed.

V. **NEW BUSINESS**

A. College of Arts and Sciences

1. Department of History and Department of Modern and Classical Languages and Literatures (Classics)

   The addition of HIS 110 (or CLA 110), HIS 301 (or CLA 301), and HIS 302 (or CLA 302)

   Ms. Grubman agreed to inform the instructor of the UNIVERSITY MANUAL regulations on syllabi and to verify whether the department wanted to delete HIS 300 and HIS 303.

   [Subsequent to the meeting Ms. Grubman was informed that the department had intended to delete HIS 303 and had already deleted HIS 300.]

2. Department of Mathematics

   a. Following discussion the addition of MTH 435 and MTH 436 was postponed pending receipt of additional information.

   b. The change in requirements for the Bachelor of Science Degree, general program in mathematics was postponed pending additional information.

   [Subsequent to the meeting, all materials regarding the mathematics changes were received and the MTH proposals were approved electronically.]

B. College of Human Science and Services

1. School of Education

   The clarification regarding the total number of credits required for the B.A. degree in Elementary Education was approved

2. Department of Kinesiology

   The addition of KIN 381 was approved.

*May require action by the Graduate Council
1. Following discussion, SPA 205 (Echevarria) was approved for online instruction

2. Following discussion it was agreed to consider MTH 105 (Bella) electronically after receipt of additional information.

[Subsequent to the meeting after receipt of additional information, MTH 105 (Bella) was approved for online instruction electronically.]

3. It was agreed to consider FLM 352 (Echevarria) for online instruction electronically.

[Subsequent to the meeting, FLM 352 (Echevarria) was approved for online instruction]

D. Professor Englander initiated a discussion of the difficulties that had arisen for some students in CELS who had been unable to meet the prerequisite for CHM courses. A key issue was that the CELS departments were caught unaware that the prerequisite changes had been approved. He said that while the Chemistry Department had agreed to consider the students’ requests on case-by-case basis some students who were not able to enroll in the required Chemistry courses might not be able to graduate on time.

It was noted that this situation was one reason for modifying curricular forms to include consultation.

The meeting was adjourned at 4:10 p.m.

Respectfully submitted,

Sheila Black Grubman