

# Curriculum Council

November 7, 2014

## Minutes

*Voting members present:* Mike Bailey, Tasha Biesinger, Sue Helback, Prem Mathew, Richard Nafshun, Mina Ossiander

*Voting members absent:* Paul Adams, Bradley Boovey, Neil Davison, Joan Gross

*Ex-officio members present:* Extended Campus (Shannon Riggs), Registrar's Office (Rebecca Mathern), University Libraries (Anne-Marie Dietering)

*Guest:* Gary Beach

### Curricular Proposal

- **BA, BS in Hospitality Management #90496**  
*Curriculum Council Reviewers: Mike Bailey, Bradley Boovey (update)*
  - The degree would be offered exclusively at OSU-Cascades
    - [Online Proposal](#)
    - [PDF Proposal](#)
- Mike will work with Todd to list the courses and state that he must provide lists outlining the courses in both the BA and BS degrees. Regarding why the proposal is a BA & BS, there are students who are place bound and unable to access foreign language courses, and a foreign language was not a high priority from Oregon industry stakeholders. Regarding the requirement vs. recommendation for MTH 245 – they want students to be able to decide which to take. Todd explained that the 27-28 credits depend on which courses the student takes. Todd will be more explicit regarding the 12 of 20 electives.
- If Todd can revise the proposal over the weekend, the EC can review on Monday and, hopefully, move on to the Faculty Senate on November 13; otherwise it won't be considered by the Senate until December 11.

*Action: Mike moved to approve the BA, BS in Hospitality Management proposal, pending revisions; motion seconded and approved by voice vote with no dissenting votes.*

### Course Designator Request

- [BHS](#) (update) for the [BioHealth Sciences Degree](#) #85460
  - This proposal has been reviewed by the Registrar and requires review and approval by the Curriculum Council.
- Tasha stated that there will not be a General Science degree at OSU-Cascades, and the General Science designator will not be eliminated because it will be used for pre-med courses.
- Rebecca noted that the OSU-Cascades General Science degree will sunset when the students currently in the system graduate.

*Action: Prem moved to approve the BHS course designator; motion seconded and approved with no dissenting votes.*

### [Academic Program Review Schedule](#) – Stefani Dawn

- Identify Curriculum Council reviewers for Winter 2015 reviews:
  - Chemistry (February 22-24) – Sue Helback
  - Bioresource Research (January 25-28) – Anne-Marie Dietering
  - Applied Visual Arts/Art (March 8-11) – Neil Davison, Mina Ossiander
  - Biochemistry and Biophysics (joint graduate/undergraduate review) (February 15-17)– Tasha Biesinger

### Course Designator Policy – Stefani Dawn

- [Course Designator Review Checklist](#)
- Postponed to November 12

### Undergraduate Program Review Guidelines

- [Guidelines](#)
- [Information for Reviewers](#)
- Postponed to November 12

## **Matters Arising**

- **Canvas Migration** – Shannon explained there will be a shell in both Blackboard and Canvas during winter 2015. Access to Canvas will be in mid-November. Courses will not be required to be taught in Canvas during winter – this is an opt-in term. However, courses must be taught via Canvas beginning Spring 2015. The Blackboard license will expire at the beginning of winter 2016.
- **Displaying Minimum Grade Requirements**– Mina stated that Mathematics is now enforcing pre-requisites; there is an informational piece that will minimize impact to students if the pre-requisites are publicized when students register. Rebecca explained that, years ago, the institution made the decision to not display minimum grade requirements – the rationale was that so many courses have a minimum grade requirement of D-, and they didn't want that low grade publicized. It's misleading to students to not publicize. By next Friday, the Registrar's Office will determine how to make this work for Mathematics in the short term and a permanent plan will be determined for the future.
  - Gary – priority registration for winter begins midnight Friday, winter 2015 course proposals must be approved by Thursday by 4:59 PM. APAA could expedite the most important Mathematics courses.
- **CPS Work Flow and New Course Proposal Form** – Gary requested that the Council members review, edit and be prepared to discuss at an upcoming meeting the two documents he distributed.
  - New Course Proposal Form
  - Courses, options, minors, changes to existing majors
- **COMM Courses** – Shannon noted that Ecampus has a meeting scheduled with the new director of the School of Arts and Sciences regarding this issue.
- **Discuss programs that request approval when courses are not yet developed** – Rebecca will work with Larry Bulling.

**Pre-requisites, Unenforced Pre-requisites, and Past 'Recommended' Listings** Gary noted that some pre-requisites are enforced and some are unenforced; the catalog no longer distinguishes between the two. Could an 'rec' designator be placed in front of those courses whose pre-requisites are not enforced, but recommended. Rebecca stated that it's not a pre-requisite if it's not enforced. Mike will discuss with the Executive Committee on Monday.

**Report from the Co-chairs** – Prem Mathew, Richard Nafshun

- Richard stated that the scheduled November 26 Curriculum Council meeting is canceled.

## **Report from Academic Affairs**

- **Course Designator Policy** – Gary requested Council members to forward comments to him and APAA will prepare a final version for the Council to review.
  - Prem suggested guidelines vs. a policy