Curriculum Council
December 3, 2013
Minutes

Voting members present: Paul Adams, Mike Bailey, Neil Davison, Alix Gitleman, Prem Mathew, Richard Nafshun, Mina Ossiander, Daniel Stroud (via phone)
Voting members absent: Frank Chaplen, Sue Helback, Demian Hommel, Kate MacTavish
Ex-Officio members present: Stefani Dawn (Academic Affairs), Dianna Fisher (Extended Campus), Nancy Laurence (Registrar's Office), Steven Sowell (University Libraries)
Liaison members present: Daniel Stroud (via phone)
Guests: Anita Azarenko, Gary Beach, Michael Gassner, Rebecca Mathern, Shannon Riggs, Sarah Williams

Course Designator Issues – Stefani Dawn
- EECS & AREC Update
  o [EECS and AREC Documentation](#)
  o SD – will meet with Rebecca to begin developing … to bring to CC for consideration.
  o EECS 161, 375, - returned
  o EECS 472/572 – both slash & cross-listed – Mike reported that the proposers were asked to reconsider & AREC Updates – Sarah
  o AREC is moving thru the system
  o Gary – approved EECS 372; noted in justification that EECS was a differentiation between online and on-campus courses – this is not a standard use of course designators; if for combined EECS and CS, it becomes a different discussion.

- [Proposal to convert FOR to TOL for classes at OSU-Cascades](#) *Guest: Michael Gassner*
  o Michael – rationale: practical house cleaning issue; keep courses separate from Corvallis for accounting purposes; no TOL on main campus – as they move to a four-year university, would like TOL differentiated from FOR courses in Campus;
  o Stefani – list provided – 22 courses proposing to change; all are taught solely in Bend? Michael - FOR 410 is offered in Corvallis; internship is run differently in Bend. Also special topics are taught both in Bend and Corvallis.
  o Nancy – do rest of courses remain as Forestry designators remain in Corvallis. Michael is under impression they would not remain in Corvallis – would give main campus latitude to create new courses. May eventually cross-list courses, but would … Do courses expire with the TOL designator. Michael – courses would be taught in Bend, as they are now; however, doesn't see a reason for the FOR courses to expire. Sarah noted that this proposal will require some Category II proposals. The FOR courses would be expired and switched out with TOL courses.
  o Gary - retired courses would be out of commission for six years.
  o Anita felt that blanket courses should not be retired. Will need an expedited process for TOL.
  o Stefani noted the need to advise Paul Doescher that the FOR course numbers cannot be used for six years.
  o Stefani – run the risk of students not recognizing that the course designator has changed, so they registered for the course and lost time, money, and credit. How will studnets be advised and how might that be

prevented. Michel responded that OSU-Cascades has centralized advising, and Dianna Raschio advises TOL students, MG doesn't see this as a big problem.
- CC Discussion –
  - Nancy – reiterated that Paul Doescher needs to be advised that FOR course numbers cannot be used for 6 years.

Action: Daniel moved approval to convert the following FOR course designators to TOL classes, minus the four blanket Courses FOR 401 406 410 499; motion seconded. Motion passed by voice vote with no dissenting votes following the below discussion.

Curriculum Council discussion:
- Richard felt that this was the right thing to do, but noted that this will cause pain and suffering in Corvallis (i.e. articulation tables, etc.). APAA will handle the expedited Category II proposals for the blanket courses.
- Mike will follow up with both Michael and Paul to explain why the course numbers cannot be used for six-years.

- [Proposal for a DCH Designator](#) *Guest: Sebastian Heiduschke*
  - Sebastian explained that the unit started a new initiative which resulted in offering additional languages; just hired new facilty member who previously assisted in creating a Dutch program at another inst; fairaly easy lanugate to teach, but not taught at many institutions; important language in the European Union.
  - Stefani questioned whether other languates have their own course designator.
  - Offering more than first year series? There is no limit to what they could eventually teach; a major goal is to expand into Minors or Options, but starting with the first year.
  - Sebastian noted that the School is proposing a new degree with options in several languages. Depending on student interest, other options may be added.
  - Was a new course designator to WLC
  - Will this be online or on-campus? Sebastian – will start with online but interested in expanding to on-campus.
  - What courses associated with WLC? Sebastian - the idea is to establish a common degree and have courses with identified skills.
  - CC discussion:
    - Shannon noted that Dutch has not yet been approved for Ecampus.

Action: Richard moved to approve the DCH course designator; motion seconded; motion approved via voice vote with no dissenting votes.

- [Proposal for a CAG (College of Agricultural Sciences) Designator](#)
  - Rebecca explained that the standard in Oregon is that CAS stands for Computer Application Systems at community colleges and, perhaps, OIT, which is why Rebecca suggested CAG.
  - It was noted that there are no responses to the usual questions related to course designator proposals.

Action: Sarah will determine whether the questions were satisfactorily addressed. Vickie will invite Penny Diebel to the next meeting.

Curricular Proposals
- Renaming an Academic Program Proposal – Pharmaceutical Sciences – MS, PhD. #87166
    - *Curriculum Council Reviewers: Dianna Fisher, Kate MacTavish*
    - o [Online version](#)
    - o [PDF version](#)
    - o Dianna reported that there were no issues; this is a name change that is truly a name change; it's updating something from when everything was called Pharmacy; the minimum requirement is the PharmD, but gets confused with the Pharmacy degree – Pharmaceutical Sciences would differentiate between the PharmD program; assists with recruiting because it provides a degree recognized by the State Department so the student is eligible to remain in the US; there is no impact on budgets; no coursework is being changed; the proposal reflects what the degree is; the naming is consistent with other programs in the US; it would be the only Pharmaceutical Sciences degree in Oregon; and there were no dissenting liaison letters.

Action: Richard approved the name change; motion seconded; motion approved via voice vote with no dissenting votes.

- New Option Proposal – Engineering Management #87775
    - *Curriculum Council Reviewers: Prem Mathew, Mina Ossiander*
    - o [Online version](#)
    - o [PDF version](#)
    - o This proposal will be considered at a later date.
    - o Nancy asked Mike to determine whether having the term 'Management' in the degree title will conflict with ABET certification.

Curriculum Proposal System (CPS) Needs Review – Stefani Dawn
- Materials distributed separately
- Mike provided Stefani with some proposed suggestions.
- Dianna questioned whether this was shared with system users? Stefani is determining how best to request input from campus; perhaps via department heads. There was a suggestion to send to recent users, or ask Larry Bulling, Sarah, and Gary to identify faculty who need assistance with the system.
- RFP will soon be distributed to vendors. Provide comments to Stefani by the end of the week.

[Definition of types of programs](#) – Stefani Dawn
a. Academic Unit (Insert 5 bullet points that are being considered)
    - Suggestion to define CIP and link to CIP online.
    - There was a lengthy discussion related to the first bullet and which units are included.
        - o Daniel suggested adding those which are excluded to clarify intent.
Action: Stefani will revise and bring back to CC for further discussion.

b. Program Type Communication Policy
    - i. On-Campus Program Policy
    - ii. Extended (Ecampus)

iii. Mixed Delivery Program Policy
- Discussion ensued related to how courses are offered, how reviews occur, etc. In the first bullet, "...on campus..." was changed to make campus plural.
- Daniel suggested adding "Clear labeling will enable student to make informed decisions."
- It was agreed to replace the first bullet with "On-campus programs must be structured so that students can complete all program requirements on campus."
- Discussed replacing the Ecampus bullet with alternate verbiage.

Action: Stefani will revise the bullets related to the Program Type Communication Policy and bring back to CC for further discussion.

Proposed Undergraduate Program Reviews – Stefani Dawn
Undergraduate Program Review Metrics – review the metrics and consider the following questions:
   c. Do they provide data that can be useful to the unit/program to inform them about their history, progress over time, and goals to set for the future?
   d. Do they provide data that the college and university can look at and consider how the program fits in and meets the larger institutional goals?
       (Note: I'd like the above two bullets to appear as a smaller font than the rest of the text)

There was not time to discuss this item.

Update on the RFP Process for a New Learning Management System – Dianna Fisher
There was not time to discuss this item.

Report from the Chair – Mike Bailey
- Meeting scheduled for December 13 (finals week).
- Grad Cert in Wildlife Management and Pharmaceutical Sciences will be considered by the EC today to, hopefully, be presented for approval at the December FS meeting.