COUNCIL ON CURRICULAR PROGRAMS AND INSTRUCTION

13 February 2015

**Algonquin Room - University Union - 3:30 p.m.**

# MINUTES

MEMBERS PRESENT: M. Bernards, P. Goodwin, A. Hardeman, H. Marchand, J. McNabb, B. Meyers, K. Myers, L. Wolff, C. Zhao

**Ex-officio:** N. Parsons, D. Williams

MEMBERS ABSENT: R. Buchanan, G. Jelatis

GUESTS: Keith Boeckelman, Ray Diez, Russ Morgan, Linda Prosise, Gary Schmidt

1. Consideration of Minutes  
   1. 29 January 2015

**MINUTES APPROVED AS DISTRIBUTED**

1. Approvals from the Provost
   1. Request for Change of Major
      1. Apparel and Textile Merchandising
   2. Requests for New Emphases
      1. Deviance and Criminology
      2. Environment and Community
      3. Social Inequality
      4. Social Institutions
      5. Sociological Social Psychology
      6. Sociology of Health and Illness
2. Announcements

Chairperson Bernards introduced the new SGA representative, Benjamin Meyers, replacing Joseph Kallenbach who is doing an internship this semester.

Dr. McNabb announced that a flowchart for the progression of new course requests should be ready to consider at the next CCPI meeting.

1. Old Business – None
2. New Business
   1. Curricular Requests from the Department of Foreign Languages and Literatures
      1. Requests for Changes of Majors
         1. French Teacher Education

**Motion:** To approve French Teacher Education (McNabb/Hardeman)

Dr. McNabb asked what percentage of students in Teacher Education is currently studying abroad. Foreign Languages and Literatures Chair Gary Schmidt replied that he does not have that information. Dr. McNabb stated that her concern with both Teacher Education proposals is the expense of studying abroad. Dr. Schmidt stated that the Department of Foreign Languages and Literatures can currently fund these study abroad opportunities through their Kline Scholarship funds. He stated there are a very small number of students in either major per year – currently less than five – and even if that number grows to ten or 20 students, the Kline Scholarship would be sufficient to fund their travel.

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* + - 1. Spanish Teacher Education

**Motion:** To approve Spanish Teacher Education (Wolff/Marchand)

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* 1. Curricular Requests from the Department of Engineering Technology
     1. Request for New Course
        1. ET 320, Professional Preparation in Engineering Technology, 3 s.h.

**Motion:** To approve ET 320 (McNabb/Hardeman)

Dr. McNabb noted that the Redistribution of Teaching Load section states, “This course can be covered by current faculty in the department or existing staff members, but may require additional resources.” She asked what those resources might be. Engineering Technology Chair Ray Diez responded that currently the departmental advisor teaches another professional preparation course and would also teach this course. Dr. Diez spoke to his College Dean and believes he should be able to work within his department’s budget to make this happen. Chairperson Bernards asked if the course will be taught as overload; Dr. Diez confirmed this is correct.

Chairperson Bernards asked how ET 320 will be different from CSTM 320, Professional Preparation in Construction Management. Dr. Diez responded that ET 320 is geared more toward the Engineering Technology field and will have a different focus, bring in different speakers, and generally do things differently than the Construction Management class. He stated that while there are common elements, there are enough differences to warrant a separate course. Dr. Diez related that ET 320 was originally the name of CSTM 320, but the department saw the necessity of making it more specific to Construction Management; Engineering Technology students saw the benefit of Construction Management and Graphic Communication majors having a professional preparation class and asked for one for their major as well. Ms. Williams stated that normally a five-year moratorium exists on reusing course numbers, and ET 320 was used only two years ago; however, because of the special circumstances involved she does not object to reusing the number for this course.

**Changes:**

* Make course objectives more student focused rather than faculty focused. Eliminate “learn to” from the beginning of two course objectives. Change course objectives beginning with “gain knowledge of” and “be introduced to” to “demonstrate” to show what students will be expected to do upon completing the course.
* Remove commas surrounding “at that time” from first sentence of Relationship to Courses Within the Department section.

**MOTION APPROVED WITH CHANGES 9 YES – 0 NO – 0 AB**

* + 1. Requests for Changes in Prerequisites
       1. CSTM 460, Soils and Foundations for Construction, 3 s.h.

**Current:** CSTM 334

**Proposed:** CSTM 260

**Motion:** To approve CSTM 460 (McNabb/Marchand)

Chairperson Bernards observed that the Rationale for Change talks about the sequence of classes. He asked if CSTM 334, the existing prerequisite for this course, is still required. Dr. Diez responded that it is still offered within the Construction Management program. He explained that when CSTM 460 was created and the curriculum was restructured, CSTM 260, the requested new prerequisite, was not yet on the books. He added that CSTM 260 is being taught for the first time this semester and is the appropriate prerequisite for this course. Chairperson Bernards asked if students would need to take CSTM 260 before taking 334; Dr. Diez responded they would not.

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* + - 1. ET 344, Cost Reduction Practices, 3 s.h.

**Current:** Junior standing

**Proposed:** Sophomore standing

**Motion:** To approve ET 344 (Myers/Wolff)

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* + - 1. ET 345, Quality Engineering, 3 s.h.

**Current:** Junior standing

**Proposed:** Sophomore standing

**Motion:** To approve ET 345 (McNabb/Myers)

Chairperson Bernards asked if the School of Engineering has a course cross-listed with ET 345. Ms. Prosise replied that ENGR 345 is cross-listed, and the School of Engineering Director, Bill Pratt, has agreed to the change.

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* + - 1. ET 403, Design and Prototype Production, 3 s.h.

**Current:** ET 344 and ET 345, and senior standing; or consent of instructor

**Proposed:** ET 207 and ET 241; or permission of instructor

**Motion:** To approve ET 403 (Marchand/McNabb)

Dr. McNabb noted that the rationale does not discuss the dropping of senior standing from the prerequisites. She asked if this is because formerly 300-level courses were required as prereqs and now 200-level courses will be required. Dr. Diez responded that the change came about during program restructuring. He stated that it was found that ET 344 and 345 do not really pertain to ET 403. He added that there should be no problem with students taking the course at an earlier time, particularly in light of the three-semester rotation in the Quad Cities, so senior standing is not necessary and will facilitate juniors being able to take the course.

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* + 1. Request for Change of Major
       1. Engineering Technology

**Motion:** To approve Engineering Technology change of major (McNabb/Myers)

**MOTION APPROVED 9 YES – 0 NO – 0 AB**

* 1. Curricular Requests from the Department of Political Science
     1. Request for New Course
        1. POLS 304, Judicial Simulation, 3 s.h.

**Motion:** To approve POLS 304 (Myers/Wolff)

Political Science Chair Keith Boeckelman explained that the course will provide hands-on preparation for the American Mock Trials; students will not be required to compete in the mock trials to take the course, but he believes that many will choose to do so. Chairperson Bernards suggested that PHIL 440 be listed within the Relationship to Courses in Other Departments section; that department has already provided a letter of support.

**Changes:** Include PHIL 440 in Relationship to Courses in Other Departments section and insert missing word (“beneficial”) in this section.

**MOTION APPROVED WITH CHANGES 9 YES – 0 NO – 0 AB**

* 1. CCPI Subcommittee to Review Undergraduate Certificates

The Faculty Senate Executive Committee has specified a charge and membership for the CCPI Subcommittee to Examine Undergraduate Certificates. ExCo charges the subcommittee to:

* Crystalize the definition of an undergraduate certificate.
* Determine the intention of an undergraduate certificate.
  + Should certificates exist?
  + Who is the intended audience?
* Determine what constitutes replication of a minor.
  + How much overlap (double counting) can there be between certificates and minors?
* What is the “down side” of offering a certificate and a minor within the same program?
* What are WIU’s peer institutions doing with undergraduate certificates?

ExCo specified that membership include:

* Registrar Angela Lynn
* Associate Provost Nancy Parsons
* Four chairs from each of the four academic colleges
* Four faculty representatives currently seated on CCPI from each of the four academic colleges
* Representative from the Council of Academic Advisors

Dr. Hardeman volunteered to represent Fine Arts and Communication on the subcommittee; Dr. Marchand volunteered to represent Education and Human Services; and Chairperson Bernards volunteered to represent Business and Technology. Chairperson Bernards will contact the two Arts and Sciences representatives who could not attend today’s meeting (Drs. Jelatis and Buchanan) to see if they wish to serve on the subcommittee.

VI. Provost’s Report – None

**Motion:** To adjourn (McNabb)

The Council adjourned at 4:06 p.m.

Kat Myers, CCPI Secretary

Annette Hamm, Faculty Senate Office Manager and Recording Secretary