**COUNCIL ON CURRICULAR PROGRAMS AND INSTRUCTION**

**Thursday, 8 March 2018**

**Horrabin Hall 1 – 3:30 p.m.**

**M I N U T E S**

**MEMBERS PRESENT:** M. Doh, J. Engel, E. Go, D. Gravitt, A. Hardeman, L. Hemphill, E. Shupe, Novemberculty Senatet Life Safety Enhancement feeeT. Walters

Ex-officio: N. Parsons, D. Williams

**MEMBERS ABSENT:** M. Lynn (SGA), E. Mannion, P. McGintyMarch ChangesITEM V.A.hiplunteerries Anthropologyational environment of the University, which includes incoming freshmen who

**GUESTS:** Katrina Daytner, Pete Jorgensen, Greg Montalvo, Jill Myers, Linda Prosise

I. Consideration of Minutes

* 1. 22 February 2018

**MINUTES APPROVED AS DISTRIBUTED**

1. Announcements
	1. New Courses Approved by the Honors Council
		1. GH 299, Profiles in Courage, 1 s.h.

Information about new Honors courses is provided to CCPI as informational items.

* + 1. Chairperson Hardeman announced that the CCPI Review report was accepted by President Thomas, so the review is officially completed. The council now needs to update its policies and procedures, which Chairperson Hardeman will send out to everyone before the next meeting.
		2. Chairperson Hardeman told the members that another next step for the Council now that the review is completed is to educate departments about the process for amending curriculum. She is working with Mrs. Hamm to set up a workshop sometime in April. CCPI members who are interested in participating in the workshop should contact Chairperson Hardeman.
1. Old Business – None
2. New Business
	1. Curricular Requests from the Department of Communication
		1. Request for New Option
			1. Organizational Communication

**Motion:** To approve new option (Gravitt/Walters)

Dr. Gravitt observed that the Rationale talks about why the request for new option was postponed but not why it is needed. Department of Communication Chair Pete Jorsengen explained that Communication used to have a paired track sequence, and Organizational Communication was one of the most popular tracks. Those who want to study it currently have been doing it under the guise of the Communication Studies option, which is more generic. Dr. Jorgensen thinks the Organizational Communication option is the most marketable one within Communication; most students who take it will immediately see some kind of professional career relevance. Dr. Gravitt recommended that this information be added to the Rationale section of the form.

**Change:** Add information to the Rationale section about why this option is needed.

**MOTION APPROVED WITH CHANGE 8 YES – 0 NO – 0 AB**

* + 1. Request for Change in Option
			1. Communication Studies

**Motion:** To approve change in option (Gravitt/Engel)

Chairperson Hardeman remarked that the Option Courses are being changed from a specific list of Communication Studies Electives to “Choose two additional COMM courses.” She asked if it matters what level of COMM courses are chosen. Dr. Jorgensen replied that his department does not offer many lower-division courses anyway, so the courses chosen will likely be upper-division. He added that Communication attracts a lot of transfer students who were losing out because of the current requirement of a specific list of courses; leaving this open recognizes the work done by transfer students at other schools and provides more room for study abroad coursework to count for the option.

Dr. Engel asked why COMM 413 and 425 were added to the Applied Communication Electives list. Dr. Jorgensen replied that the option currently requires students to take one upper-division theory course from a list of four, but if students want to take more than one there is nowhere for the additional theory courses to count. He added that COMM 413 and 425 are applied courses that fit well under the Applied Communication Electives list. Dr. Engel suggested that this explanation be added to the Rationale for Change section.

**Change:** Add information about the addition of COMM 413 and 425 to the Rationale for Change section.

**MOTION APPROVED WITH CHANGE 8 YES – 0 NO – 0 AB**

Chairperson Hardeman suggested that Agenda Item B. be moved to the end of New Business since the department representatives had not arrived

**NO OBJECTIONS**

C. Curricular Requests from the School of Law Enforcement and Justice Administration

1. Request for New Course

a. FS 492, Honors Internship Project, 3 s.h.

 **Motion:** To approve FS 492 (Gravitt/Walters)

 **Change:** Change “Prerequisites” to “Corequisites.”

**MOTION APPROVED WITH CHANGE 8 YES – 0 NO – 0 AB**

2. Request for Change in Credit Hours

a. LEJA 490, Internship in Law Enforcement, 12 s.h.

**Current:** 12 s.h.

**Proposed:** 9-12 s.h.

**Motion:** To approve LEJA 490 (Gravitt/Walters)

Dr. Doh asked if the proposed semester hours could just be 9 s.h. rather than 9-12 s.h. Ms. Williams explained that students can always elect to use the newer requirements, but they would have to follow everything in the newer catalog, which could result in adverse effects in other ways. Ms. Prosise added that once the last student who is under an older catalog and needs a 12 s.h. internship graduates, LEJA can come back to CCPI to request that the semester hours be changed from 9-12 s.h. to just 9 s.h.

 **MOTION APPROVED 8 YES – 0 NO – 0 AB**

* + 1. Requests for Changes of Majors
			1. Fire Protection Services

**Motion:** To approve Fire Protection Services major (Hemphill/Shupe)

 **MOTION APPROVED 8 YES – 0 NO – 0 AB**

* + - 1. Law Enforcement and Justice Administration

**Motion:** To approve LEJA major (Walters/Engel)

 **Changes:**

* In the last sentence of the Rationale for Change, where it says “…move LEJA 302 from a core course to a directed elective” remove “a directed.”
* Capitalize “School” and “Law” in the second sentence of the Rationale for Change.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

D. Request to Require That All Coursework Leading to Teacher Licensure Receive a Grade of C- or Better

 The Illinois State Board of Education (ISBE) has notified the College of Education and Human Services of a licensure change for students and graduates applying for an Illinois teaching license or endorsement. Effective October 17, 2017, grades of C- may now be honored as part of the “C or equivalent” grade required by Illinois Administrative Code for licensure and endorsements. Greg Montalvo, COEHS Assistant Dean for Educator Preparation, told CCPI that ISBE decided in 2012 or earlier to only accept grades of C or equivalent for licensure and endorsements, but last year the ISBE’s legal counsel told them they needed to change their interpretation to consider a C- as still being equivalent to a C. Dr. Montalvo took this information to the University Committee on Educator Preparation (UCEP), who discussed how WIU should proceed. Interim Provost Neumann recommended that, given the environment in the state, WIU should follow suit with the expectation that a C- counts as a C, according to the ISBE’s interpretation of the Illinois Administrative Code rules.

 UCEP requests that the undergraduate catalog language be changed to read “In accordance with the Illinois State Board of Education licensure rule, all candidates seeking a Professional Education License or endorsement are required by Western Illinois University to obtain a grade of ‘C-’ or better in all directed general education courses, all core courses, and all courses in the option.” Dr. Montalvo stated that all references to a C- not counting toward teacher education would be struck from the catalog. He has met with Ms. Prosise and Associate Provost Parsons, who worked with him to find every instance where this should be changed.

 Dr. Montalvo sought and received support from departments with programs impacted by the change. The Department of Mathematics and Philosophy, however, asked that the catalog statement include a sentence specifying that “This rule does not supersede course prerequisite requirements in the catalog that specify a letter grade.” Dr. Montalvo explained that the department is specifically concerned about their Math sequence because it apparently does not look good for graduates to have a C- on their transcript for Calculus I, II, or III. He added that these courses would still require a grade of C in order for students to move up in the sequence, which creates somewhat of a challenge for the licensure and educational advisors but which they will be able to handle.

 Dr. Gravitt expressed surprise that the state is saying that teacher candidates can get lower grades and still be licensed in Illinois. Ms. Williams pointed out that WIU already accepts C- for transfer credit; grades transferred in with C or better show as TS on transcripts, while grades of C- or lower show as TU. She added that if there is a requirement that transfer students must have a C or better in a course, they would have to retake it, but the course taken elsewhere would still receive transfer credit. Dr. Montalvo added that incoming courses are screened by the College’s license officer.

 Dr. Gravitt stated that a C- is unsatisfactory in her opinion, and she wonders why that is acceptable for progress in teacher education. Associate Provost Parsons responded that the state says that this is acceptable. Chairperson Hardeman remarked that individuals can disagree with the state’s decision but still comply with it. Dr. Montalvo stated that every department with teacher education programs may go back and revisit their requirements after this ruling is put into place. He added that most of the programs at the University that require a C or better to progress are in teacher education.

Dr. Montalvo told CCPI that the state did not say that institutions have to follow the new guidelines, but if WIU decided not to follow the recommendations and keep the “C or equivalent” requirement, a student could circumvent the University’s licensure officer and go directly to the state for licensure or endorsement. Dr. Walters pointed out that students may also go to other schools that do follow the state’s recommendations, which Chairperson Hardeman agreed is definitely a consideration.

Ms. Williams asked if the change would be retroactive to the beginning of the academic year since it was approved by the state in October 2017. Dr. Montalvo stated that the ruling was sent out to department chairs immediately because some students could have been impacted, so it has already effectively been implemented through advisor waivers. Ms. Williams pointed out that students’ WARD reports still say they must have a C or better. Dr. Montalvo stated that the change would be generally effective this semester; students who want the change applied prior to fall semester 2017 would have to appeal to UCEP. Chairperson Hardeman suggested that Dr. Montalvo work with Ms. Williams and the Registrar’s office to make sure that the WARD report matches these specifications.

Ms. Prosise asked if the statement from the Department of Mathematics and Philosophy will only apply to the information in that department’s section of the catalog. Dr. Montalvo responded that the sentence will be added at the end of the policy statement for all programs. He added that Math has a good argument for why they want to keep a C requirement for Calc I, II, and III, but all departments should have this discussion for their impacted courses.

**Motion:** To endorse the recommended wording for the undergraduate catalog (Shupe/Engel)

**MOTION APPROVED 7 YES – 0 NO – 1 AB**

The recommendation will go forward to Faculty Senate for its next meeting before going to the Provost for final approval.

* 1. Curricular Requests from the Department of Kinesiology *(Reordered)*
		1. Requests for Changes in Course Titles, Descriptions, Prerequisites, and Repeatability
			1. KIN 300, Fitness for Older Adults and Target Populations, 3 s.h.

**Current:** Fitness for Older Adults and Target Populations

Development of leadership skills, assessment techniques, and program designs necessary to be an effective fitness professional for older adults and selected target populations (e.g., arthritis, asthma, obesity, etc.).

Prereq: KIN 170, 290

**Proposed:** Fitness for Older Adults and Special Populations

Development of leadership skills, assessment techniques, and program designs necessary to be an effective fitness professional for older adults and selected special populations (e.g., arthritis, asthma, obesity, fibromyalgia, etc.). Students will be involved in hands-on learning.

Prereq: KIN 170, 290, 391, CPR certification, or permission of instructor

College of Education and Human Services Associate Dean Katrina Dayner represented Kinesiology in the absence of departmental representatives.

**Motion:** To approve KIN 300 (Gravitt/Shupe)

**Changes:**

* Change current title to Fitness *Activities* for *the* Older *Adult* and Target Populations in heading and body of the form. Check with department to see if proposed title should also include the word “activities” and change if needed.
* Change current prerequisites to KIN 170 *and* 290.
* Add semi-colon to proposed prerequisites so that they read “KIN 170, 290, 391, CPR certification; or permission of instructor.”
* Change “sch” at top of form to “s.h.”
* Change effective date to Fall 2018.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

* + - 1. KIN 400, Internship, 12 s.h.

**Current:** Prereq: 2.5 GPA in the major and permission of instructor

**Proposed:** Prereq: 2.5 GPA in the major, all coursework and competencies must be successfully completed, and permission of instructor

**Motion:** To approve KIN 400 (Gravitt/Walters)

**Changes:**

* Change “sch” at top of form to “s.h.”
* Change effective date to Fall 2018.
* Delete “By” and the comma before “helps” in the Rationale for Change.

Chairperson Hardeman asked who will decide when “all coursework and competencies” have been “successfully completed,” and Dr. Gravitt asked how “successful completion” will be defined. Associate Dean Daytner did not know the answer to these questions.

**Motion:** To table the request until representatives can be present to answer questions (Walters/Gravitt)

**MOTION TO TABLE APPROVED 8 YES – 0 NO – 0 AB**

 c. KIN 408, Divemaster, 2 s.h.

**Current:** 2 s.h.

**Proposed:** 2 s.h. repeatable

**Motion:** To approve KIN 408 (Gravitt/Shupe)

**Changes:**

* Change current prerequisites to “2 s.h., not repeatable.”
* Change proposed prerequisites to “2 s.h., repeatable to 4 s.h.” after checking with department that this is the amount of repeatability that they desired.
* Change “open scuba dive” to “open scuba diving” in the first paragraph of the Rationale for Change.
* Change “train them to the next level” to “train them to the Instructor level” in the last sentence on p. 1.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

 d. KIN 463, Personal Training, 2 s.h.

**Current:** Prereq: KIN 440, and senior status-majors only

**Proposed:** Prereq: KIN 440, 2.5 GPA in major, and senior status-majors only

**Motion:** To approve KIN 463 (Shupe/Gravitt)

This request will need CAGAS approval to add the 2.5 GPA gateway.

Dr. Gravitt asked if students would take this course in their final semester since the “senior status-majors only” requirement would appear to mean that they would have to have achieved the 2.5 GPA by the time they have completed 90 s.h. Associate Dean Daytner replied that the department was seeing students applying for the KIN 400 internship without having a 2.5 GPA, and they want students to realize that they cannot progress without achieving the 2.5 by the time they are seniors.

**Changes:**

* Change “sch” at top of form to “s.h.”
* Change effective date to Fall 2018.

**MOTION APPROVED WITH CHANGES 8 YES – 0 NO – 0 AB**

V. Provost’s Report

Associate Provost Parsons reported that the Bachelor of Business in Analytics will be considered by the Illinois Board of Higher Education on Tuesday, March 13 at Quincy University.

Dr. Shupe announced that the Food and Culture Club will feature food and presentations about the Philippines at their event tonight. They will be collecting canned goods for a food pantry that they will be opening on March 29 for the use of anyone with a WIU ID. The food pantry will be open from noon to 5:00 p.m. on Thursdays in “The Pit” parking lot near the football field. Canned goods can be donated at Knoblauch Hall Room 203.

**Motion:** To adjourn (Walters)

The Council adjourned at 4:26 p.m.

 Jeff Engel, CCPI Secretary

 Annette Hamm, Faculty Senate Office Manager and Recording Secretary