COUNCIL ON CURRICULAR PROGRAMS AND INSTRUCTION

Thursday, 29 September 2016

**Horrabin Hall 1 - 3:30 p.m.**

# M I N U T E S

MEMBERS PRESENT: M. Doh, J. Engel, D. Gravitt, A. Hardeman, A. Hyde (via teleconference), J. Lin, K. Myers, T. Walters, J. Wells (SGA)

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

MEMBERS ABSENT: P. McGinty, A. Valeva

GUESTS: Katrina Dayner, Kyle Mayborn, Linda Prosise, Erskine Smith

1. Consideration of Minutes

	1. 15 September 2016

**MINUTES APPROVED AS DISTRIBUTED**

1. Announcements – None
2. Old Business – None
3. New Business
	1. Curricular Requests from the Department of Theatre and Dance
		1. Requests for Changes of Repeatability
			1. DAN 116, Tap I, 1 s.h.

**Current:** 0

**Proposed:** Repeatable up to 2 credits

* + - 1. DAN 216, Tap II, 1 s.h.

**Current:** 4

**Proposed:** Repeatable up to 2 credits

* + - 1. DAN 316, Musical Theatre Dance, 2 s.h.

**Current:** 0

**Proposed:** Repeatable up to 6 credits

**Motion:** To approve the three DAN requests (Gravitt/Walters)

Theatre and Dance professor Heidi Clemmons explained that as things were added to the curriculum over the years, the need for repeatability was not always considered. The department is now trying to rectify that and make repeatability more consistent across the curriculum. Ms. Clemmons explained that dancers are never done training; even when some of the work is the same, improvements can be made, and new skills can be taught.

Dr. Engel observed that DAN 216 is currently repeatable to 4 s.h. but with the change would only be repeatable up to 2 s.h. Ms. Clemmons replied that tap is a skill with a distinct technique, but it primarily involves footwork, while in ballet, musical theatre, or some other kinds of dance, whole body technique is involved. She explained that, for this reason, those other kinds of dance need to be more frequently repeatable than tap.

Ms. Clemmons explained that students have to take 15 s.h. of dance and must take all three DAN classes in the sequence; after the 15 s.h. are completed, they can repeat the DAN classes or take Ballet II or III or other courses. She stated that the department wants to offer the optimum choices that match the skills students want to master and their capabilities.

Ms. Prosise noted that DAN 116, 216, and 316 are not currently listed as Dance electives within Musical Theatre. Ms. Clemmons said that they should be included. Ms. Prosise told her that can be accomplished via email as a minor change.

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

* 1. Discussion of Comprehensive Majors and Definitions of Academic Terms

CCPI members discussed the list of comprehensive majors provided by the Registrar. Associate Provost Parsons remarked that emphases within Interdisciplinary Studies do not have a common core. Ms. Williams added that Interdisciplinary Studies also does not require minors although it is still categorized as comprehensive. Dr. Gravitt asked if Interdisciplinary Studies can really be considered to be comprehensive since only 46 hours are required in the major. The definition of a comprehensive major is 48-66 s.h. Associate Provost Parsons pointed out that some English majors also require less than 48 s.h., but their comprehensive status may have been grandfathered in because they were created prior to WIU’s official definitions of academic terms in 2006. She added that if changes are made to these majors, they are expected to then meet the requirements of the current definitions. Ms. Williams pointed out that professional education courses are listed separately from their majors, which accounts for some majors appearing to require less hours. She explained that professional education requirements are listed as “other” and are not considered part of the major hours although they are included as part of the major GPA. Ms. Prosise added that when these programs were originally proposed, the professional education courses were probably not listed as part of the core and it was written that way into the official record.

Ms. Myers asked about Middle School Education, which is not included on the comprehensive majors list. Associate Provost Parsons responded she had received a letter stating that it had been approved by the Illinois State Board of Education (ISBE), but it had not yet been approved by the Illinois Board of Higher Education (IBHE) due to missing information from WIU. That information has now been provided, and Middle School Education was approved this week.

Dr. Lin asked if Pre-Business and Pre-Business Conditional on the list of comprehensive majors are distinct. She stated that students must meet certain criteria before declaring their Business major, and Pre-Business must be separated from Business for accreditation purposes. Associate Provost Parsons added that Pre-Business Conditional indicates a “holding place” that allows students that allows students to see what courses are needed until they can move into their majors. Chairperson Hardeman added that no actual degrees are conferred for Pre-Business and Pre-Business Conditional. *CCPI members decided that all Pre- majors (Pre-Business, Pre-Nursing, etc.) will not be considered for purposes of the review.*

Associate Provost Parsons noted that a review of teacher education programs will be going on at the same time as the reviews conducted by CCPI and the Council on General Education, so there may be changes made to some teacher ed programs. Chairperson Hardeman suggested that consideration of teacher education be put aside and discussed later in the review process. Associate Provost Parsons pointed out that teacher education has licensure and accreditation issues that must be met, as well as deadlines that are established by the ISBE and must be closely followed. She noted that other programs, such as Dietetics, Social Work, and those in the College of Business and Technology, must also adhere to the demands of accreditation which specify what is expected to be included in the curriculum.

Dr. Lin stated that there are nine different disciplines within the College of Business and Technology, and all must have 33 s.h. in their cores. Their courses are heavily suggested by the needs of accreditation, but they receive exposure to a broad array of topics through 43 s.h. of required General Education courses. Dr. Lin stated that the College has tried to make sure that each degree has a good amount of depth within the major and still has a lot of freedom in which to explore more of the arts and sciences and to mix that in with their degrees. She added that many Business students take a minor that compliments their specific area. Business degrees must also meet accreditation standards, and the College recently completed its five-year accreditation review. Dr. Gravitt added that, in addition to accreditation, majors within the College of Business and Technology are industry-driven, and graduates of most of their majors are employable with one degree. She added that efforts are made to combine accreditation needs with Gen Ed and directed elective courses.

Chairperson Hardeman suggested that CCPI representatives look at programs within their colleges and speak to advisors and chairs about why their majors are comprehensive. She believes in this way CCPI may be able to determine justifications for comprehensive majors under the holistic guidelines under which the Council has been charged. Associate Provost Parsons suggested that advisors, chairs, and/or deans be invited to successive CCPI meetings to discuss the comprehensive majors in their colleges. Dr. Lin remarked that it would be helpful to know what kinds of information CCPI is looking for from college representatives.

Associate Provost Parsons stated that when she has been involved in reviews, typically an effort is made to determine what WIU’s benchmark schools are doing; for instance, are General Education hours included in the hours that count toward the major in other schools. Dr. Lin stated that this process is used by her College in their accreditation reports. Associate Provost Parsons stated that this is part of a data-based decision making process. She thinks it will be harder for non-accredited programs to do this than it is for WIU’s 15 accredited programs because accredited programs already have to do this on a regular basis. WIU’s accredited programs include Engineering, Teacher Education, Dietetics, Graphic Communication, Communication Sciences and Disorders, Nursing, Social Work, Art, Music, Theatre, Construction Management, Engineering Technology, all Business majors, Athletic Training, and Agricultural Technology Management.

Dr. Engel asked what kind of decisions CCPI is expected to make and whether the final report to Faculty Senate is to provide just a rationale for comprehensive majors or be more proactive in determining problems and solutions. Chairperson Hardeman responded that the charge from the Senate does not specify that the Council has to come to a conclusion; the charge was given to the Council because CCPI is WIU’s curriculum expert. Her understanding is that Faculty Senate wants to see whether taking a comprehensive major, which purports to include many different things, somehow prevents students from obtaining broader exposure to other disciplines. She said CCPI is expected to see if the purpose of a comprehensive major has changed over the years and whether the Council agrees with those changes. Chairperson Hardeman specified that CCPI is not charged with reviewing specific individual programs, only the comprehensive major as a whole to understand what is currently happening in comprehensive majors and the forces that have shaped them. Dr. Engel stated that if CCPI is to say what the trends are for comprehensive majors, the Council must also be able to show exemplars.

Dr. Lin related that majors within the College of Business and Technology are very consistent in the way they are constructed. She asked if her College could come to CCPI first because there are fewer nuances in the structures of their comprehensive majors and they are more straight-forward. Dr. Lin will invite Chris Ramsey, Director of Advising for the College of Business and Technology, and Interim Associate Dean Bill Polley to attend the CCPI meeting of October 13. CCPI decided to invite representatives from the College of Fine Arts and Communication and the College of Arts and Sciences to attend the CCPI meeting of October 27, and representatives from the College of Education and Human Services will be invited to attend on November 10.

Chairperson Hardeman remarked that CCPI has also been charged to determine what constitutes a discipline and a core. Associate Provost Parsons remarked that formerly every department had one major, but now that departments have been combined they might have as many as four undergraduate majors. Associate Provost Parsons stated that, because there are now various types of programs within departments, the prohibition against students taking majors and minors within the same discipline should perhaps be instead a prohibition against taking them in the same department. Chairperson Hardeman stated that this is one of the things that CCPI should discuss and decide. Ms. Williams pointed out that Law Enforcement and Justice Administration (LEJA) majors cannot take an LEJA major and an LEJA minor, but they can take an LEJA major along with a minor in Security Administration, Homeland Security, Cyber Security, and other nuances of separate studies within LEJA.

College of Arts and Sciences Interim Associate Dean Kyle Mayborn asked what kinds of things CCPI might want to know when college representatives visit CCPI. Dr. Lin replied that CCPI is trying to understand the breadth and depth of comprehensive majors – what percentage of exposure students are getting outside of their major; whether it is broad exposure; whether there is enough depth to the major; what the balance of breadth and depth is for the major; whether there is a core; and how many disciplines are included in the core.

Dr. Hyde asked if it makes sense to question a department’s openness to expanding courses when accreditation requires a certain arrangement within the major. She asked if CCPI will only be asking department chairs to speak about non-accredited majors. Associate Provost Parsons replied that CCPI wants to determine why majors are comprehensive, and in some cases, such as Business, that reason may be because that is the standard that must be met to retain their accreditation. Dr. Lin observed that Business majors include a huge Business core with courses outside the actual majors, so every student takes several courses outside of their specific program. She thinks CCPI should consider whether accreditation requirements are limiting majors to just one discipline or if they are allowed to work with other disciplines to achieve their accreditation needs.

Ms. Prosise suggested that CCPI can recommend that the definition of a comprehensive major be changed. Chairperson Hardeman agreed that CCPI should consider whether the current definition is a good, working definition or even whether there should be different terminology incorporated. Associate Provost Parsons remarked that Illinois State University uses different nomenclature than WIU. She recommended that CCPI look at programs across benchmark schools and how they equate to Western’s programs, adding that it would be interesting to see what other institutions require for their majors. Dr. Lin stated that the College of Business and Technology had to do this as part of their accreditation process. Associate Provost Parsons observed that education programs at other state schools may show fewer required hours because of how they apply the ISBE competency.

College of Education and Human Services Dean Erskine Smith asked if there is a general Business core or a core for every program. Dr. Lin replied that the College of Business and Technology has an overall Business core; everyone obtaining a Bachelor’s of Business takes the same 33 hour Business core along with a departmental core of 9-12 s.h. Associate Provost Parsons observed that LEJA has created a model where students take majors and minors within the same department; they have created a comprehensive non-comprehensive major, in a sense.

Dr. Doh asked if the definition of a comprehensive major is that it requires a minor while a non-comprehensive major does not or if it is the number of hours required for each. Chairperson Hardeman responded that both are part of the definition; non-comprehensive majors require a certain number of hours and completion of a minor, while comprehensive require a certain number of hours and do not require a minor. Associate Provost Parsons stated that while Recreation, Park and Tourism Administration (RPTA) has sufficient hours to be comprehensive, they have chosen to require a minor and be considered non-comprehensive. She added that the RPTA major was established in this way prior to the formal definitions of academic terms, so their major was grandfathered in; if the major is changed, it will have to adhere to the current guidelines. She added that non-comprehensive majors can suggest their students take a minor but cannot require it. Dr. Lin asked why it cannot be required. Associate Provost Parsons responded the idea is that the additional hours for comprehensive majors will be built in from other courses throughout the major instead of through requiring a minor. Ms. Prosise pointed out that the RPTA Therapeutic Recreation major has an optional minor that can be taken to obtain certification, or open electives can be chosen from a specific list of courses, but the required hours must be taken somehow. Associate Provost Parsons agreed that students can select several courses that add up to a minor or select other classes that do not amount to a minor, but they must take the required 120 hours. Chairperson Hardeman believes it needs to be made clearer in the definitions that comprehensive majors are not allowed to have a mandatory minor required to complete the major.

V. Provost’s Report

Associate Provost Parsons told CCPI that they should not have to go to certain offices for information about the review when there are already resources on the Council in the form of representatives from the Registrar’s office and Provost’s office.

Associate Provost Parsons announced that Middle Level Education has been officially approved, as has Mechanical Engineering. Mechanical Engineering should start in January.

Associate Provost Parsons also serves ex-officio on the Council General Education. She told CCPI that General Education data is due to her by Friday, October 7 and asked them to talk to their chairs about this deadline. The Associate Dean of each college should be copied when submitting Gen Ed data.

Dr. Lin asked what for the dates of the ISBE deadlines. Associate Provost Parsons responded that ISBE now only meets four times per year; the last meeting was held on September 27, and she will email CCPI members with the remaining meetings this year. Ms. Prosise added that the Provost’s office must have information to the ISBE two months in advance, and it takes more than a month to put a proposal together and get it approved internally. She believes that if proposals that need ISBE approval do not make it through the University’s curriculum approval process in the fall, they will not be approved by ISBE until the following fall.

**Motion:** To adjourn (Gravitt)

The Council adjourned at 4:47 p.m.

 Patrick McGinty, CCPI Secretary

 Annette Hamm, Faculty Senate Office Manager and Recording Secretary