

Curriculum Council

Minutes from Friday, October 16, 2020, 2-3 PM via Zoom (web delivered)

In attendance: Jennifer Miller-Ray (chair), Oguzhan Basibuyuk, Patricia Harveson, Jeffrey Meyer

Not in attendance: Gregory Roof

The meeting was called to order at 2:00 P.M.

We reviewed the forms sent from the College of Arts and Sciences:

First, we reviewed the COMM 1311 change to 1315.

The curriculum change form looks good. However, the Core Curriculum application is missing a sample syllabus, with SLOs.

Dr. Harveson explained the core curriculum review process: check to see it's a lower level course, only 3 semester credit hours, no prerequisite, and check to see that it's in the appropriate core component with matching justifications.

Dr. Miller-Ray will ask Dr. Velasco for a sample syllabus. She also reported that Betsy Evans is going to post the degree change form on our website. We can review these forms for next year to see if we would like to streamline them further.

For the CSST courses, Dr. M-R requests following information by Oct. 21, if possible.
(taken from Dr. Miller-Ray's correspondence)

1. CSST 1340: Choose Alpine, Action Needed, Add course description to be placed in the catalog on the bottom of page 1. Is there a prerequisite? If so, check prerequisite in the box and add to the course description information. If not, please remove the prerequisite information at the bottom of page 2.
2. CCST 2360: Need a course description for the catalog on the bottom of the 1st page.

For the BIOL and MATH courses:

- BIOL 5317: Add catalog description to the bottom of the first page. The complete course description is cut off on page 2. Please correct. Are there prerequisite changes? If you are removing, please check the prerequisite box. If not, add the existing prerequisites to the course description and type the prerequisite information at the bottom of page 2.
- MATH 2413: Please add the catalog description to the bottom of page 1.
- MATH 3301: Please add the catalog description to the bottom of page 1.
- MATH 2413: Please add the catalog description to the bottom of page 1.
- MATH 2318: Please add the catalog description to the bottom of page 1.

Next, we reviewed the GS Curriculum Change Request. We will find out if we need Marjorie Scott's signature as chair of Professional Communication and Theatre.

For the Nursing Program forms, it looks like they used an older edition of the Curriculum Change Form.

We are asking that they kindly resubmit with signatures using the correct form. We will need this by the end of next week.

<https://srinfo.sulross.edu/faculty-assembly/curriculum-council-2/>

The BGPS form looks great.

Dr. Meyer asked if the Ed course titles need to be included, but the course prefixes, numbers, and SCH is sufficient since they are prescribed by the Ed Department.

Two copies of the proposed Bachelor of Science in Chemistry with Certification were included, but the last one has the corrected 120 sch., and that is what we are approving.

For BIOL 5413, we are asking them to check prerequisite change (or not) and add information to the catalogue. Sending back for clarification. Dr. Harveson remembered this is a co-listed course that we reviewed previously. Dr. M-R will inquire with Dr. Brown.

We are planning to use one form for Cross Listed courses.

For CHEM 3410, we are asking that they list current course information as it appears in the current catalog at the beginning. Are there prerequisites or changes to prerequisites? Please check that box if that is a change.

Dr. Harveson noted that several descriptions and justifications were cut-off in the forms and wondered if that will matter. We will ask Dr. Ritzi and others to check where the course descriptions were cut-off, specifically for BIOL 5303, 5207, and 6602. Otherwise, the forms look good.

Dr. Miller-Ray is dropping the revised forms in the Revisions Folder on Sharepoint.

Our next meeting is Weds 10/21 @ 11 AM to review the revisions.

The meeting was adjourned at 2:58 P.M.

Respectfully submitted,

Jeffrey J. Meyer, D.M.A.