

CAS Undergraduate Council Meeting

Meeting Minutes

September 15, 2016

I. Call to Order

Deborah Tollefsen called to order the regular meeting of the College of Arts and Science Undergraduate Council meeting at 2:30 p.m. on September 15, 2016 in Scates 212.

II. Introduction/Roll Call

The following persons were present: Deborah Tollefsen (CAS); Susan Elswick (Social Work); Helen Sable (Psychology); Firouzeh Sabri (Physics); Michael Duke (Anthropology); Ladrica Menson-Furr (AAAS); Rob Marczynski (Interdisciplinary Programs); Graves Enck (Sociology); Dorian Burnett (Earth Sciences); Peter Bridson (Chemistry); Theron Britt (English); Dennis Laumann (History); Keri Brondo (International Studies); Patsy Krech (CAS); David Madlock (Political Science); Amanda Johnson (Criminology & Criminal Justice); Lan Zhang (Foreign Languages & Literature); Alistair Windsor (Mathematical Science); Ann Harbor (CAS - for Sharon Harber)

The following Council members were absent: Vinhthuy Phan (Computer Science); Andrew Olney (Institute for Intelligent Systems); Remy Debes (Philosophy); Candace Walsh (Public & Non-Profit Administration); Kathy Lou Schulz (Women's and Gender Studies)

The Chair provided a listing of all scheduled UG Curriculum Council meetings for AY2016-2017.

III. Approval of minutes from last meeting

The minutes of the April 21, 2016 were unanimously approved with the following corrections:

Include Amanda Johnson (Criminology & Criminal Justice) as present; correct department for Susan Elswick (Social Work vs. Sociology)

IV. New Business

- a. Philosophy department representation – The Chair reported that Dr. Remy Debes has a conflict with Council meetings this fall due to being on the CAS T&P Committee. With no objections, the Council agreed with allowing Chair Tollefsen to serve as a voting representative for the Department of Philosophy in Dr. Debes' absence. Dr. Brondo also noted that Dr. Marczynski will be her proxy voting representative for Interdisciplinary Studies.
- b. Catalog review – The Chair asked that all committee members give a critical eye to the listings in the course catalog, making sure all are correct, including the inclusion of course fees in the course description, where applicable. It is important that the Catalog be as accurate as possible.
- c. NCUR Update – The Chair reminded the committee of the April 6-8, 2017 NCUR Conference (National Council on Undergraduate Research) which will be hosted on the University of Memphis campus. Space will be at a premium; however, precisely how this will affect classroom space has not yet been publicized. UofM faculty will be asked to review student abstract submissions. Dr. Tollefsen passed out a chart from the 2014 NCUR conference which reflects, by discipline, the number of abstracts reviewed. While the number will be large, abstracts are restricted to 300 words and the review should be manageable. Hosting the conference will provide a great opportunity to recruit top-notch graduate students. More information to come as it is made available.
- d. Curriculum/Aculog Update – the UofM has purchased this curriculum and catalog management system, with a scheduled go-live date of August 2017. This software is currently installed and operational at MTSU. The system includes automated workflows and the data is housed by the provider. It will completely replace our current paper-based system.
- e. Review and Approval of Curriculum Proposals – proposals were discussed and approved without exception for the following departments:
 - i. Anthropology – new course and program change
 - ii. Biology – significant clean up as well as creation of new courses which are shared with the University of Southern Mississippi's Gulf Coast Lab. These are University of Southern Mississippi, fully validated courses, and will provide enhanced opportunities for our students.
 - iii. Chemistry – new course added and concentration in biochemistry concentration in BS restored
 - iv. Earth Sciences – added prereqs; cleaned up data, cross reference with ANTH. Dr. Taller asked for clarification between "exercise vs. lab" experience.

- v. English – closed out course; added licensure in ESL in coordination with the College of Education, which builds on departmental strength and workforce demand
- vi. Foreign Languages – revision to German courses to allow repeatability; added Chinese BA concentration; change department name to World Languages
- vii. History – title and description changes to more accurately depict course content; revision of 4000 course to 3000 level

V. New Business

- a. Dennis Laumann asked how course titles were truncated. The Banner system limits the number of characters. If a member wishes a certain truncation under those limits, he/she should contact Karen Thurmond directly.
- b. Alistair Windsor asked about GenEd/Common Core rubric standardization. The Chair did not have any information about whether this initiative would go forward under THEC governance, but will keep the Council informed.

VI. Adjournment – with no further business, the Council was adjourned at 3:30 p.m.