

**University Committee on Curriculum Planning**  
**Minutes**  
**September 26, 2001, 7:00am**  
**Library Conference Room**

**Members Present:** Verlinda Angell, Terry Lewis, Kim Craft, Jim Harrison, Brian Heuett, Michael Richards, Maxine Stolk, Artis Grady, Diana Graff, Sheri Butler (Secretary)

**Absent:** Suzanne Larson

*Minutes from September 19 reviewed and approved.*

**Dean's Council Changes:** The council discussed removing Communication and Information Literacy from GE but in the end voted to leave them in GE, moved the American Institutions to the knowledge area which increased the number of required courses in the knowledge area to nine. The deans removed a portion of the statement on the chart under the Knowledge Area. It now reads: "Nine 3-credit hour courses, minimum of one course in each area." This will reduce the hours needed for a BA/BS degree because they can get 6 hours of language or science within General Education. The council left the quid pro quo statement on page 11 as is since the dean of each college will decide which course from their college would be removed to add a new course. When this committee receives a course proposal form, they can assume that the financial concerns have been addressed. This does not apply to new programs/courses but only existing courses.

**Computer Literacy Courses:**

Artis Grady asked for clarification as to why this requirement was removed. Mike Richards outlined the history of the attempts to add a Computer literacy course to GE. Artis will respond to the faculty. A course could be proposed in future years.

**Interdisciplinary Courses:**

Discussion was held and the committee was reminded that an interdisciplinary class does not have to cross college boundaries, but can include courses from various topics within a college. It can also be a cooperative effort between two or more colleges. Question was raised again about faculty load credit given for teaching interdisciplinary courses. The credit could be split, and can be weighted also. This committee had intended these courses to be new truly interdisciplinary courses, but it does not seem to be what is going to happen.

**Diversity:**

A question was asked about diversity courses. In early discussions by this committee and at the request of the students, diversity was debated and it was decided that diversity could best be met by many courses taught throughout the disciplines.

**GE Catalog Text:**

The text was taken from the GE Proposal document using the information that was pertinent for incoming students to know and for visitors from Northwest to see. Committee members will

send any changes to this document to Mike Richards by Friday. Committee will approve a new form at the next meeting.

**Curriculum Change Forms:**

There will be two forms used for this process: The GE Course Proposal Form and the new Curriculum Change Form from the policy for all other courses. Both forms are on the web. The GE Course Proposal Form will be phased out after all GE courses have been reviewed. The intent is that by 2003 all courses will have been submitted for review by this committee.

Faculty is asking for a sample-completed form to help them in completing the form. Suzanne Larsen was unable to complete her template that the committee was going to use. The library course will be ready by next week. The committee would like three or four templates as samples for the faculty. All members were encouraged to solicit forms for committee review. The committee will be looking for how the skill areas are integrated into the knowledge areas.

An e-mail will be sent to all faculty that contains: 1) a copy of the new GE proposal 2) a copy of the course proposal form 3) and a copy of the checklist the committee will use to review the submitted courses. This e-mail should also include the deadline date for submittals and the statement that the committee will have templates available in 7-10 days.

*Motion passed to change Question 5 on the course proposal forms to read, "5. How does the course integrate Skill Areas into the Knowledge Area in order to fulfill the goals of general Education?" This required a change in the checklist to read, "This course integrates Skill Areas into a Knowledge Area to meet the goal(s), objectives, and suggested competencies of the General Education Program. Explain"*

The committee discussed the differences between substantive changes and consent changes and both must come to this committee.

*Next meeting will be on Wednesday, October 3, 2001 at 7:00 am. Meeting adjourned at 8:40am.*