The Chair called the meeting to order at 3:05 pm.

Present:
University Deans – M. Horan (A & S); M.P. Bigley (SEPS); S. Braverman (SOB)
Arts and Sciences – N. Castañeda (Math); D. D’Addio (Music); F. Latour (Math)(Vice-Chair); K. McGrath (History); R. Schwell (Math)(Chair)
Engineering and Technology – K. Hammad (Engineering); N. Moore (Engineering)
Registrar – P. Tucker
Admissions – L. Hall
Guest – D. Gonzalez Sanders (Social Work)

I. Introductions
I. Approval of April Minutes
   -Amendments: Change date in title to April instead of February; correct typo on page 2 to read “B. Mgushi agreed that a fall commencement would make this easier on the students….”
   -Motion: Approve Minutes as Amended – N. Moore
     Second: N. Castañeda
     Vote: Passed unanimously

II. Re-approval of Course Category Proposal Regarding Related Requirements
   -R. Schwell updated the committee on the status of the proposal from last year.
   -F. Latour informed the committee that the Related Requirements had been approved by Faculty Senate and signed by President Miller. It did not, however, include language to clarify the double-counting issue between the major and minor.
   -There was a discussion of how to proceed as a new proposal or an amendment to the previous proposal. The consensus was that the double-counting issue needed to be clarified. M.P. Bigley noted that it was especially important for transfer students and for all students with the changes to general education. P. Tucker noted the need for clarity for the registrar in advising students for graduation.
   -D. D’Addio asked if there was common language we could use from the other schools under the Board of Regents. R. Schwell agreed to look into this.
   -R. Schwell emphasized that nothing was being imposed on departments, as they get to determine how their courses are categorized for their major and minor.
   -F. Latour raised the discussion from last year about certain majors having de facto minors embedded in them, such as engineering majors completing a math minor. N. Moore noted that he thinks the math minor should signal that students did more than the minimum for the major. Otherwise there is
no reward for them doing so. M. Horan said that this would need to be changed at the department level.

-S. Braverman questioned the wording of the change to the catalogue, as some programs have higher cumulative grade-point averages than 2.00. It was decided that the entire paragraph would be used, as the subsequent sentence addresses this issue.

-Motion: Approval of Course Category Proposal for Related Requirements as Amended – M. Horan
   Second: K. Hammad
   Vote: Passed unanimously

III. Proposal from Social Work

-Motion: Waive Requirement of Eight Day Notification – S. Braverman
   Second: D. D’Addio
   Vote: Passed unanimously

- The proposal adds SW 225 as a prerequisite to entry into the major in social work. It has been approved by SEPS.

-L. Hall asked what happened to transfer students who are admitted in April with the prerequisites but missed the application deadline. D. Gonzalez Sanders said that there are summer admission programs, though SW 225 and 227 are not offered by the community colleges.

-Motion: Approval of SW 225 as Prerequisite for Social Work Major Effective Fall 2013– M. Horan
   Second: N. Castañeda
   Vote: Passed unanimously

IV. Transfer Standards

-K. Hammad discussed the issues that Engineering is having evaluating international transfer students. He sought guidance on if there is a policy or standard used in other departments.

-L. Hall discussed the process in admissions. Students with international credit are referred to a certified agency to verify their coursework. He also discussed the use of competency exams.

-M.P. Bigley discussed how it is handled in SEPS with international students submitting it to the state for certification.

V. 4 Credit Courses

-R. Schwell informed the committee that C. Barrington had asked it and the Curriculum Committee to consider standards for these courses. The issue of academic freedom was noted.

-P. Tucker commented on the need for contact hours to be part of such a proposal.

-M. Horan noted how changes to service courses can have an impact on other majors.

-K. Hammad highlighted how this had been addressed in Engineering with faculty receiving financial compensation for a 1 credit remedial course.

-K. McGrath questioned whether there needs to be a general standard since each discipline will use the extra credit differently and all new courses have to be approved through Curriculum anyway.
- S. Braverman raised the issue of how 4 credit courses would impact operational and scheduling issues.
- R. Schwell will discuss this issue with M. Jackson in Curriculum and report back to the committee.

The meeting adjourned at 4:25 pm.

Respectfully submitted,

K. McGrath  
Secretary