CALS Curriculum Committee Meeting  
September 25, 2009  
Submitted by James Fant


Call to Order: The College of Agricultural and Life Sciences Curriculum Committee met on September 25, 2009 in 1031A McCarty Hall D. Dr. Ricky Telg called the meeting to order at 2:00 pm.

Approval of Minutes: A motion to accept the minutes for the May 22, 2009 meeting of the CALS CC as submitted was made. The motion was passed.

Selection of CALS Curriculum Committee Chair-Elect: Dr. Wendell Porter was nominated for and accepted the position.

All items approved by the committee will be forwarded to either the Graduate Curriculum Committee (GCC), Graduate Council (GC) or the University Curriculum Committee (UCC) once any changes requested are made and the submission is complete.

Websites:

Undergraduate – New Course Proposals

1. FYC 4XXX – Organizational Leadership for Nonprofits  
   A motion was made by Dr. Wendell Porter to approve this submission with requested revisions. The motion was seconded and passed. On the UCC1 form the effective term needs to be changed to Fall 2010 and it is suggested to include junior or senior standing or department approval in the prerequisite section. The syllabus should include potential class meeting times and the section on grades should include a link to the Registrar’s website concerning the new grading system (see above). The updated version of the university syllabus statements should also be included (see above). The department is aware of these requests.

2. LDE 4XXX – Advanced Residential Landscape Design  
   A motion was made by Dr. Wendell Porter to approve this submission with requested revisions. The motion was seconded and passed. A “C” designation needs to be added to the course number on the syllabus. The syllabus should also include potential class meeting times. It was also suggested that because this course is the second in a sequence, the objectives for design components should reflect higher order thinking skills such as integration and application. If the objectives are edited the committee would require that the syllabus be re-examined by the College of Design, Construction and Planning to ensure the updates of objectives are acceptable.
A link to the Registrar’s website concerning the new grading policy (see above) and the updated version of university syllabus statements (see above) should be included.

**Undergraduate – Course Change Proposal**

3. AEE 3200 – Instructional Techniques in Agricultural and Vocational Education

   A motion was made by Dr. Wendell Porter to approve this submission with requested revisions. The motion was seconded and approved. The committee requests the course prefix and number be removed from the courses assignments section of the syllabus. The statement “An excused absence is obtained in the CALS administrative office) needs to be removed from the attendance policy. The grading scale needs to include the link the Registrar’s website concerning the new grading policy (see above) and the updated version of the university syllabus statements (see above) should be included.

**Curriculum**

4. Request for Curriculum Revision/Audit Substitutions for Physical Science Requirement

   CHM1083 and PHY2020 in FYCS major.

   A motion was made by Dr. Wendell Porter to approve this submission with a requested revision. The motion was seconded and approved. The committee requested “or higher” be added to the CHM and PHY options to accommodate higher level course work.

**Discussion Topics:**

5. CALS Guidelines for Submission of Co-taught Undergraduate and Graduate Course Proposals

   A motion was made by Dr. Wendell Porter to accept this document as submitted. The motion was seconded and approved.

6. Program Closures

   a.) The Department of Animal Sciences wishes to officially eliminate the B.S. and M.S. programs in Dairy Science and Poultry Science. – Approved by committee

   b.) The Agronomy Department wishes to officially eliminate the Agronomy and Crop Science undergraduate degree program. – Approved by committee

7. CALS CC Submission Requirements

   a.) New Course Submissions (UCC1) – A motion was made by Dr. Phil Kaufman to approve with revisions. The motion was seconded and approved. The section on co-taught courses can be removed and replaced by a link to the approved document (#5 above). Make sure it is clear that graduate course syllabi require an extensive reading list.

   b.) Modification of Existing Courses (UCC2) – A motion was made by Dr. Mary Collins to approve with revision. The motion was seconded and approved. Make sure it is clear that graduate course syllabi require an extensive reading list.

   c.) Curriculum Changes – A motion was made by Dr. Jerry Bennett to approve with revision. The motion was seconded and approved. It is suggested that the title to the section
“Change to Existing Undergraduate Degree Program” be changed to “Change to Existing Undergraduate Major.”

d.) CALS Instructions for Termination of Existing Course – A motion was made by Dr. Rebecca Darnell to approve as submitted. The motion was seconded and approved.

**Conclusion**
The meeting was adjourned at 4:05 pm