Present: Sarah Tasneem, Carolyn Coates, Jen Huoppi, Barbara Little Liu, Brandon Monroe, Catherine Tannahill

The meeting was called to order at 12:01 pm.

Minutes from the meeting on November 2, 2011 were approved.

Courses considered:

a. Education Department
   Early Childhood Education Program (Hari Koirala)
   Program modification NOT requiring BOT or BOGHE approval for fall 2012)
   Tabled. See ECE 454 (h).

b. Education Department
   ECE 305 Introduction to Early Childhood Special Education (Hari Koirala)
   Changes in existing course (change title to: “Development of Children with Special Needs” and change catalogue description)
   Approved.

c. Education Department
   ECE 315 Classroom Environments I (Hari Koirala)
   Changes in existing course (change course title to: “Play and Social Development,” change prerequisites and change catalogue description)
   Approved.

d. Education Department
   ECE 330 Math and Science in Early Childhood Education (Hari Koirala)
   Changes in existing course (change course title to: “Math Pedagogy in Early Childhood Education” and change catalogue description
   Approved.

e. Education Department
   ECE 400 Social Studies Pedagogy in Early Childhood Education (Hari Koirala)
   New Course Proposal for spring 2012
   Approved.

f. Education Department
   ECE 410 Families, Culture, and Child Development (Hari Koirala)
   New Course Proposal for spring 2012)
   Approved.

 g. Education Department
ECE 425 Practicum in Early Childhood Special Education (Hair Koirala)
Changes in existing course (change course title to: “Practicum in Preschool Education,” change credits and change catalogue description for spring 2012)

**Tabled** for clarification; changes from old to new syllabus should be highlighted (a grading scale, for example, would clarify how hybrid discussion fits into new four-credit course). Please clarify how often university supervisor visits field work site.

**h. Education Department**
ECE 465 The Teaching and Assessment of Writing (Hari Koirala)
New Course Proposal for spring 2012

**Tabled.** Course number is problematic; please check with registrar’s office for new number.

**i. Communications Department**
COM 372 International Advertising and Public Relations (Olugbenga Ayeni/John Hale)
Changes in existing course (change title, prerequisites, and catalogue description for spring 2012)

**Tabled.** Please clarify credit-range option on form and the syllabus (is there a two-credit, no travel, option?) and clearly state on syllabus the content of the trip adds to the course and the fact that the costs of the travel component fall to the students.

Our comments from the previous submission are still pertinent: “The paperwork for this course needs to be clarified. It is best offered as a variable credit course: 2 credits with 3rd credit contingent on travel component (two separate sections, cross-listed). The syllabus: credits should be clarified, the academic content and expectations for the trip should be spelled out, and the new catalogue description should be added. The catalogue description should include the fact that the trip is an additional cost to the student. Because of the variable credit and the travel component, the course is best offered only with permission of instructor so that these issues can be clarified. The form C rationale needs contact hours adjusted to be in line with credits offered and box for “other changes” needs to be checked.”

**j. Visual Arts Department**
ART 371 Islamic Arts and Architecture (Gail Gelburd)
New Course Proposal

**Approved** pending clarification from LAC as to whether permission of instructor is permissible for a Tier II course.

**k. Business Administration Department**
BUS 301 Business Ethics (Jeffrey Schaller)
Changes in existing course (add to LAC)

**Approved.**

**l. Education Department**
EDU 457 International and Cross Cultural Educational Experience (Hari Koirala)
Changes in existing course (change course credits and add to LAC)

**Tabled:** because this course was offered a pilot and has never been formally approved, a new course proposal form (rather than a change form) needs to be submitted. LAPC will need to sign new form. (No other concerns were found at this time.)

**m. English Department**
ENG 462 Senior Seminar (Ken McNeil)
Changes in existing course (add to LAC)
Approved.

n. Performing Arts Department
THE 472 Auditioning for Stage and Screen (David Pellegrini)
Changes in existing course (add to LAC)
Approved.

To be considered next week:

o. Communications Department
COM 478 Advertising Campaigns Olugbenga Ayeni/John Hale
Changes in existing course (Delete from catalogue only, change course title, change course credit from 3 to 4 and change catalogue description for spring 2012)

p. Sociology, Anthropology and Social Work Department
SWK 200 Introduction to Social Work (Robert Wolf)
Changes in existing course (change enrollment limit from 40 to 30) for fall 2012

q. Sociology, Anthropology and Social Work Department
SWK 245 Aging in Society (Robert Wolf)
Changes in existing course (change course title to Social Gerontology and enrollment from 40 to 35) for fall 2012

r. Sociology, Anthropology and Social Work Department
SWK 300 Generalist Practice with Communities and Organizations (Robert Wolf)
Changes in existing course (change prerequisite courses and catalogue description) for fall 2012

s. Sociology, Anthropology and Social Work Department
SWK 311 Social Environment and Human Behavior (Robert Wolf)
Changes in existing course (change enrollment from 35 to 25) for fall 2012

t. Sociology, Anthropology and Social Work Department
SWK 312 Human Behavior in the Social Environment (Robert Wolf)
Changes in existing course (change enrollment from 30 to 30) for fall 2012

u. Sociology, Anthropology and Social Work Department
SWK 320 Generalist Practice with Individuals and Families (Robert Wolf)
Changes in existing course (change prerequisites) for fall 2012

v. Sociology, Anthropology and Social Work Department
SWK 325 Social Welfare Policy (Robert Wolf)
Changes in existing course (change prerequisites and enrollment from 40 to 25)

w. Sociology, Anthropology and Social Work Department
SWK 330 Research for Social Work I (Robert Wolf)
Changes in existing course (change catalogue description and enrollment limit from 30 to 25) for fall 2012
x. Sociology, Anthropology and Social Work Department
SWK 340 Social Work Research Seminar I (Robert Wolf)
Changes in existing course (delete from Master Course file) for fall 2012

y. Sociology, Anthropology and Social Work Department
SWK 344 Substance Abuse (Robert Wolf)
Changes in existing course (change enrollment limit from 40 to 30) for fall 2012

z. Sociology, Anthropology and Social Work Department
SWK 346 Race and Ethnic Relations (Robert Wolf)
Changes in existing course (delete from master course file) for fall 2012

aa. Sociology, Anthropology and Social Work Department
SWK 347 Black Women’s Studies (Robert Wolf)
Changes in existing course (delete from master course file) for fall 2012

bb. Sociology, Anthropology and Social Work Department
SWK 350 Social Work Field Instruction and Seminar (Robert Wolf)
Changes in existing course (change prerequisites courses, change catalogue description) for fall 2012

c. Sociology, Anthropology and Social Work Department
SWK 369 Exploring Gambling Problems (Robert Wolf)
Changes in existing course (change enrollment from 40 to 30) for fall 2012

dd. Sociology, Anthropology and Social Work Department
SWK 420 Generalist Practice with Groups and Organizations (Robert Wolf)
Changes in existing course (change in catalogue description) for fall 2012

ee. Sociology, Anthropology and Social Work Department
SWK 440 Research for Social Work Seminar II (Robert Wolf)
Changes in existing course (delete from master course file) for fall 2012

ff. Sociology, Anthropology and Social Work Department
SWK 450 Social Work Field Instruction and Seminar II (Robert Wolf)
Changes in existing course (change course title and change prerequisites) for fall 2012

gg. Sociology, Anthropology and Social Work Department
SWK 475 Social Work Senior Seminar (Robert Wolf)
Changes in existing course (change prerequisites and catalogue description) for fall 2012

hh. Health and Physical Education Department
HPE 108 Health and Wellness: Fitness (Neil Williams)
New Course Proposal for fall 2012

ii. Environmental Earth Science Department
EES 350 Field Methods in Environmental Earth Science (Drew Hyatt)
Changes in existing course (change catalogue description and add to LAC) for spring 2012
Proposals Previously Tabled:

a. Business Administration Department
ACC 416 Federal Individual Taxation (Craig Erwin)
Changes in existing course (change course number to ACC 316)

b. Communications Department
COM 468 Public Relations Campaigns (John Hale)
Changes in existing course for spring 2012 (delete from catalogue and master file)

c. Environmental Earth Science Department
EES 450 Hydrological Research Methods (Drew Hyatt)
New Course Proposal (immediately)

d. Psychology Department
Psychology Major (Wendy Everton)
Program Modification not requiring a bill for fall 2011 (exit exam performance on transcripts)

e. Performing Arts Department
MUS 230/MUS 355 Experimental Music (David Pellegrini)
Changes in existing course (change course number to MUS 355 and change title to: “Music with an Edge”) for immediately

f. Health and Physical Education Department
HPE 363 Elementary School Activities and Games (Neil Williams)
Changes in existing course (change prerequisites from HPE 230 to HPE 210, 230, 240, 328 and background check) *

g. Health and Physical Education Department
HPE 368 Educational Dance and Gymnastics, Stunts and Tumbling (Neil Williams)
Changes in existing course (change prerequisites from HPE 230 to HPE 210, 230, 240, 328, and background check)

h. Health and Physical Education Department
HPE 401 Motor Development (Neil Williams)
Changes in existing course (change prerequisites from HPE 230 to HPE 210, 230, 240, 328 and background check)

The meeting was adjourned at 1:02 pm.

ckc
9 November 2011