Present: Carolyn Coates (recorder), Jennifer Leszczynski, Barbara Liu (chair), Zoran Pazameta, Leslie Ricklin, Jennifer Huoppi (registrar, ex-officio), Catherine Tannahill (associate chair)

Absent: Anita Lee, SGA representative

The meeting was called to order at 11:02 am.

The November 12, 2013, minutes were approved.

Other reports: Barbara reported on a concern presented to the Senate executive committee on the committee processes; some clarifications to the instructions posted to our webpage are already in the works, but now (or next semester) might be a good time to revisit the 2002/2003 bill that established the committee’s process.

Proposals considered:

a. Visual Arts Department
   ART 336: Ancient Mesoamerica (Dawson)
   New course proposal for spring 2014
   Approved.

b. Visual Arts Department
   Art History Concentration (Dawson)
   Program modification not requiring a bill for immediately
   Approved.

c. Visual Arts Department
   Art History Minor (Dawson)
   Program modification not requiring a bill for immediately
   Approved.

d. Mathematics and Computer Science Department
   CSC 330: Data Structures (Tu)
   Change title to: Data Structures and Algorithms and catalog description for fall 2014
   Approved.
e. **Mathematics and Computer Science Department**
   Computer Science (Tu)
   Program modification NOT requiring a bill for fall 2014
   Tabled: please forward confirmation of BIS and MAT approval of these changes.

f. **History Department**
   HIS 491: Research Assistantship in History (Kirchmann/Clark)
   New course proposal for spring 2014
   Approved. Please let the registrar’s office know if this course is repeatable (and if so, how many times).

g. **Biology Department**
   BIO 209/PBH209: Nutrition and Public Health (Colurso)
   Online course approval
   Denied: LAC Tier 2 IS courses *cannot be offered online*; please see the instructions for the online course approval form.

h. **Business Administration Department**
   ACC 201: Principles of Accounting I (Cavarkapa/RuJoub)
   Online course approval
   Approved.

i. **Business Administration Department**
   ACC 202: Principles of Managerial Accounting (Cavarkapa/RuJoub)
   Online course approval
   Approved.

j. **Business Administration Department**
   BUS 347: Financial Institutions and Markets (Cavarkapa/Chukwuogor)
   Online course approval, change in catalogue description, and change in prerequisites
   Approved.

k. **Business Administration Department**
   BUS 349: Real Estate Finance (Cavarkapa/Chukwuogor)
   Online course approval, change in catalogue description, and change in prerequisites
   Approved.

l. **Business Administration Department**
   BUS 365-E25: Business Report Writing with Computer Applications (Cavarkapa/Landry)
   Online course approval
   Approved.
BUS 437: International Financial Management (Cavarkapa/Chukwuogor)
Online course approval: on-ground hybrid; change in catalogue description
Approved.

n. Business Administration Department
BUS 438: Bank Management (Cavarkapa/Chukwuogor)
Online course approval: on-ground hybrid; change in catalogue description
Approved.

o. Communications Department
COM 252: Social Media Strategies (Hale/Chibeau)
New course proposal
   Tabled: please clarify the assessment protocol (e.g.: how is the semester grade
determined?) and outline/schedule over the course of the semester.

p. Communications Department
COM 330: Organizational Communication (Hale)
Online course approval
   Approved.

q. Communications Department
COM 331: Dispute Resolution and Mediation (Hale/Shapiro)
Online course approval
   Tabled: Please provide an outline/schedule on the syllabus and please provide
   justification for lack of student-to-student interaction. Note: the course cap is 25.

r. Communications Department
COM 352: Emergent Media Reporting (Hale/Chibeau)
New course proposal
   Tabled: please correct catalogue description errors on form C (e.g.: “data basses”) and
   provide an outline/schedule for the semester.

s. Environmental Earth Science Department
EES 315: Environmental Science and Society (Drzewiecki/Hyatt)
Online course approval
   Approved.

t. Education Department
ECE 435 and ECE 575: Assessment in Early Childhood Education (Koirala)
Online course approval: on-ground hybrid
   Approved.

u. Education Department
ECE 505: Young Children with Special Needs (Koirala/Gruenberg)
Online course approval: online hybrid
Approved.

v. Education Department
EDU 357: International and Cross-Cultural Education (Koirala)
Online course approval: online hybrid
Approved.

w. Education Department
EDU 411: Methods in Elementary Mathematics (Koirala)
Online course approval: on-ground hybrid
Approved.

x. Education Department
EDU 425 and EDU 525: Classroom Management and Assessment Secondary Schools (Koirala)
Online course approval: on-ground hybrid
Approved.

y. Education Department
EDU 457: International and Cross-Cultural Educational Experience (Koirala)
Online course approval: on-ground hybrid
Approved.

z. Education Department
EDU 464 and EDU 546: Principles and Practices of Teaching Mathematics (Koirala)
Online course approval: on-ground hybrid
Approved.

aa. Education Department
EDU 465 and EDU 565: Classroom Management and Assessment Elementary Schools (Koirala)
Online course approval: on-ground hybrid
Approved.

bb. Education Department
EDU 532: Current Issues/Trends in Mathematics Education (Koirala)
Online course approval: on-ground hybrid
Approved.

Tabled for lack of time:

cc. Education Department
EDU 570: Capstone Seminar (Koirala)
Online course approval

**dd. Education Department**
LAP 430: Liberal Arts Capstone Colloquium (Koirala/Stoloff)
Online course approval

**ee. Sociology, Anthropology and Social Work Department**
ANT 201: Introduction to Canadian Studies (Lugo/Couture-Palmerino)
Online course approval

**ff. Sociology, Anthropology and Social Work Department**
ANT 364: Medical Anthropology (Lugo/Kirakosian)
Online course approval

**gg. Education Department**
EDU 512: Educational Theory, Design, Practice and Assessment (Koirala)
Online course approval

The meeting was adjourned at 11:58 pm.