

FA Graduate Curriculum and Academic Policy Committee: Minutes

6 December 2022; Tuesday 12:30-2pm, *Zoom Meeting*

Members: Attendance in **BOLD**

University Curriculum Coordinator - Bill Cook (ex officio)

College of Liberal Arts (CLA) excluding School of the Arts SOTA - Vacant (/2023)

College of Liberal Arts (CLA) excluding School of the Arts SOTA - Michael Schwartz (ENGL/2023)

College of Education and Learning Design (CoELD) - Rachel Friedensen (HIED/2024)

College of Science & Eng (COSE) excluding SCEE - Matt Julius* (BIOL/2024)

Herberger Business School (HBS) - Sarah Sengupta (MGMT/2024)

School of Computing, Engineering & Environment (SCEE) - *Andy Anda (CSIT/2024) on sabbatical AY22-23*

College of Health & Wellness Professions (CHWP)- Sara DeVos* (SW/2024)

School of the Arts (SOTA) - Laura Finch (Kinesiology/CHWP) special one-year appt 2023 (2023)

School of Public Affairs (SOPA) - Vacant (2023)

Special Services (SS) - Paula U'Ren (Kinesiology/CHWP) special one-year appt 2023 (2024)

Call to Order Time: 12:40pm

Approval of Minutes

- 11-29-22 Motion to Approve L. Finch, 2nd M. Schwartz PASSED 6-0

Consent Agenda

- None

Old Business

- Deaf Leadership and Advocacy- Presenters: Amy Hebert Knopf and Kathryn Johnson
- Motion to Approve, S. DeVos: Proposal Package by an electronic vote from the committee following Co-Chairs/Presenters regarding revisions (Outline/SLOS), 2nd R. Friedensen. PASSED 6-0

New Business

- Curriculum Outline Guidelines for Course dog, from UCAPC-Laura Finch.
- Motion to Approve: S. DeVos. Recommendation for Curriculum Outline Guidelines for CourseDog, from UCAPC, 2nd R. Friedensen. PASSED (appendix)

Next Meeting

- Tuesday, January 10, 2023-Zoom- (first meeting of the semester)

Adjournment Time: 2:00pm

FA Graduate Curriculum and Academic Policy Committee: Appendix

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Course outlines SHOULD:

- Be list of concepts and skills directly connected to the course content area
- Include a minimum of 2 concepts or skills for the first credit of the course, and at least one additional concept/skill per additional credit
(1 cr. = 2 concepts/skills minimum, 2 cr. = 3 concepts/skills minimum, 3 cr. = 4 concept/skill minimum, 4 cr. = 5 concept/skill minimum, etc.)
- After each concept/skill – list the percentage of the course spent related to that concept or skill
- Total percentages must add to 100%
- For a 3-credit course, in general no outline component should account for less than 5% nor more than 25% of the total course content. Use whole numbers only. (While there may be special circumstances requiring smaller or larger percentages, programs should be prepared to provide justification.)

o Course outlines should NOT:

- Include course assignments such as “write a paper related to...”, “Advanced project in X”, and “Student presentation”.

o Example:

- Global historical development of higher education. 10%
- U.S. historical development of higher education. 20%
- Higher education classifications and institutional types. 10%
- Historical and contemporary governance structures in higher education. 10%.
- Perennial questions related to past, present, and future of higher education. 25%
- Current trends and issues in higher education and their historical roots. 25%