A regular meeting of the Faculty Senate University Curriculum Committee was convened at 3:30 p.m. on September 18, 2008, with Chair Stefan Cairns presiding.


Absent: Lori Cochran, Michael Grelle, Mary Kelly and Scott McKay.

Guests: Jim Staab, Teri Bowman, Julie Carman, Brenda Fuhr and Lisa Runyan

I. Minutes – August minutes
   Delayed.

II. Discussion of New Program Proposal for International Studies- Jim Staab/Gersham Nelson:
Stefan Cairns reported that the new program proposal for an International Studies program is before FSUCC as a discussion item since documentation is still to come. International Studies is a multidisciplinary program that has the support of each college dean; therefore, the provost is asking it to be reviewed next by FSUCC. Jim Staab was present for the discussion as the program will be housed in Political Science temporarily. Staab referred everyone to handout that was previously distributed via email. He also passed around the syllabus for the introductory course and senior seminar course. New courses have not been posted on the curriculum website but will be between now and next meeting. The program is very comprehensive. It’s a broad based program that gives the student an overview. A language component and international experience are included. There is good interest by students. There will be a director (Political Scientist) and a steering committee for the program.

Gersham Nelson commented he was present to represent the deans. He reported that the deans and provost reviewed the program and determined that the appropriate process was to have it come to this committee after being sanctioned by the provost and deans. Together, they reached the decision to house it in Political Science and have a steering committee.

In answer to questions and concerns by FSUCC, Jim Staab stated the following:

- Political Science currently has three colleagues that can teach the additional courses.
- The Director will be on course release for this program.
- Adequate classroom space should not be an issue.
- Special Project courses will be taught both one-on-one and classroom.
- Forty minors in International Studies is the current average.
- UCM has numerous schools with agreements for Study Abroad opportunities.
Committee that researched and prepared this proposal was well-represented.

FSUCC gave the following guidance and suggestions to Jim Staab for the proposal:

- Look ahead with new courses as to how much of the personal approach (independent study versus class) must be included without losing the program they are trying to offer or have too high a resource/faculty load demand.
- The word option needs to be used rather than concentration and options have to be approved by CBHE. If using the word Area, it is internal and is not included on CBHE’s program inventory. Perhaps use “geographic assignment rather than “concentration”.
- FSUCC must see the courses before reviewing the program in regards to resources that will be required.
- A new prefix IS for International Studies can be used for the new courses per Registrar if that’s what it requested.
- Need to define examples of what meets the international experience requirement.
- Address hidden pre-requisites
- Alter the structure to some degree to limit or control impact of resources required. Show that the Provost Council supports the proposal resource-wise, too.

Stefan Cairns offered to meet with Jim Staab to give him more detailed guidance on revising the proposal, especially in regards to hidden pre-requisites. Cairns also advised Staab to get the new courses approved through the department and college as it would be more cumbersome to go through FSUCC. The next college curriculum committee is the second Tuesday of the month. Include a letter from the other colleges showing support for the new courses when putting them through. FSUCC only needs to deal with approving the program, but the new courses need to be in place.

III. Discussion Item(s):

a. General Education update - None

b. Membership
   Stefan Cairns announced that Clint Orr was officially elected by the CAHSS college curriculum committee as chair. Cairns asked if CHHS has elected a college curriculum representative. No one was able to answer the question. He said at least there are two representatives from that college serving on FSUCC. Cairns acknowledged that representatives from Registrar, Advising and Student Affairs were present. Introductions of everyone present followed.

c. Web update check
   Stefan Cairns reported that some Mac users are reporting problems with the curriculum website. He expressed the importance of users being careful not to do a “save as” or change file extension on links as this is the cause of some of the problems with so many people having access to the site. Please
contact Stefan with problems rather than Information Services as they change it in a way that causes additional problems.

d. Proposal form check
   See item c above.

e. March 1 deadline
   Stefan Cairns reported that the campus has received the official word from the Provost’s Office that the catalog deadline for undergraduate and graduate catalogs has been changed to March 1.

f. Next meeting
   The October FSUCC meeting will be held in Union 231.

Meeting adjourned.

Respectfully submitted,

Donna Mayeux, Recording Secretary

Next meeting will be October 16, 2008, 3:30 P.M. in UNION 231

Any questions, please contact Stefan Cairns, Committee Chair at extension 8291