1. Approval of minutes of 2/28/14
   a. 3 guests introduced.
   b. All approved, except 1 abstention
2. Ad-hoc committee report
   a. Joe- we met, and are making progress
   b. In the stage of reviewing different ways to quantify measures
   c. Next meeting: finalize approaches that “We think will work best”
   d. Goal to have done by end of semester.
3. New Business
   a. 13-12
4. Update on 13-04: being withdrawn from sponsor
   a. Cheryl Stanley emailed (Chair of TEC) just before Spring Break
   b. Elementary and Secondary has new regulation
      i. 3 other CAR’s will be coming
      ii. We will be looking at these next week
      iii. Must conform by first of June
5. Unfinished Business:
   a. 12-31: BIOL-03xx, Molecular Biology Techniques
      i. We read point on minutes
      ii. RE: lab expectations
      iii. Carl: this is exclusively lab course?
      iv. Eric: based on the component how does it relate to the three credits
      v. This is a pilot for revision of requirements: we would like to shift from 4 credits and have lecture/lab and not a combo. We would like to have lab intensive 3 credit experience, where students are expected to have certain experience and hit the ground running; so more time is dedicated to the lab experience to allow us to separate some courses that could be lecture only and feed into the lab….offers better skill and marketability
      vi. Marsha: Is this going to (because it does not say lab on transcript) hurt student because it doesn’t say lab
      vii. Kelly Anne M.: Designing this course where basic molecular techniques that they can write on their resumes. Employers are concerned about skills and not just course work
      viii. Carl: I think we will label these as lab intensive experience on transcript
      ix. Marsha/John: it needs to be part of title or clearly identified in course description to get detail for transcript.
      x. Carl: would it be possible to have a general # and a changing description like a seminar course?
xi. John: then you are thinking about presenting a different course: or “special topics” lab experience… varies from semester to semester… what you are presenting is special course that is relative to a lab experience.

xii. Kelly Anne: field experience for environmental and lab for other. Is that still a functional model? Especially with a 300 level?

xiii. John: Yes... Does this mean getting rid of this CAR or presenting it another way? If your thinking of that model that would vary… that sound like it would give you flexibility to the interest in what you are doing… content could change, but it is a practical application of XYZ

xiv. Gabe: The GIS (GARP 344) in geography… is that 3 credit or 4 credit? Because if (I think 3) you put this course out there, would not other departments that are hiring recognize it? What would be the reasoning for having it labeled as a lab technically? Does it have to be in their transcript for any specific reason for “lab”?

xv. Carl: we want their transcript to say “lab intensive”

xvi. Gabe: I think what John was saying makes more sense now.

xvii. Guests: It is a useful way of making sure and expressing on transcripts that students have had intensive lab experience.

xviii. Gabe: I think you should withdraw this CAR and submit a new course (Special Topics).

xix. John: So, do a more generic description so it can vary. Gabe: and include the syllabus as an example. John: add in that description “this is repeatable for credits provided topic is different”.

xx. Gabe: If you do that with intensive lab and field experience distinct, come up with rules with how those are different, submit those two things together.

xxi. Marsha: follow up…. with the length of transcript ST … if the load is merged into one, would you expect the work load to be 3 credits?

xxii. Carl: yes John: are we in-line with definition of credit hour?.. 2 hours of lab equals 1 credit. Carl: these students would be putting in a whole lot of hours. I’m hoping we can propose the 377 as a broad level experience and approve as a pilot so we can start it now. Marsha: yes (because she does that!)

xxiii. Carl: we can withdraw if it can be approved as a pilot and we can resubmit a different CAR.

b. 12-34: HIST-0276

c. 12-35: HIST-0277

d. 12-44: SOCI-0300, Chinese Society and Culture

i. Liam: look at description… anything leap out?

ii. Rationale: Liam? Megan: There are no pre-req. Are there any ideas of pre-recs? Gabe: no, the idea is to leave it open since the minor is not established, yet. Megan: If this, why is 300 level as opposed to 100? Gabe: it is more advance and more intensive than
introduction course. ‘Basic’ piece is necessary because many students have not experience with Chinese culture. Hugh: we may have to introduce some basics. Susan: so freshman can take this class? Gabe: anyone can take the class since there are no pre-rec, but only people with certain status (Jr. Sr. example). There is a possibility to having pre-rec. as on “OR”

iii. Liam: propose we move to item F  Dave: this class is like an Asian Studies Minor. Gabe: no Student: I was wondering how you would get to know all that in one semester. Gabe: aside from being a sociologist, I am a Latin Americanist. TJ, he will be a specialist in this. You have to provide individuals with History, Geography and politics to get at the culture.

iv. Marsha: I have talked to TJ – first years don’t usually seek out 300 level courses. “Baiscs”…so students wouldn’t think they needed to have a background...students can take this without background.

v. Rebecca: from student perspective, it seems like a lot, as a student it looks scary. Gabe: the way in which it works is that you get a survey, so not details, but important elements (general).

vi. Susan: it seems if it’s a “survey” it conflicts and seems 100

vii. Marsha: it’s not just a survey, but how these pieces come together. So how do the survey pieces come together to understand the politics and an analysis of how these things come together. Gabe: the analytical part of putting these pieces all together makes it different than an introductory course. These things will be interwoven to amplify modern culture.

viii. Emily: you keep mentioning area studies…I was looking at course offerings in Sociology…this course seems very different than what is offered…they are not rooted in a specific place. Gabe: we are (because we have 3 members who have expertise) moving toward this …international courses related to sociology.

ix. Joe: does it belong as a sociology course regarding description “inadequate”…Gabe: sociology by itself…many people in our field don’t focus on just sociology…we grab things from different disciplines and incorporating it into what we do. Joe: when I look at the syllabus, I don’t see “sociology” in the description. Gabe: for him, it’s that aspect of understanding outside culture, the idea of sociology by itself is not sufficient. Liam: well, should CC go to other departments and ask them how they feel about sociology teaching this? This interdisciplinary course…should we ask other departments. Joe: if the department thinks they can and it fits, I think it can be sustained in one department and that’s not necessary. Gabe: The purpose of the topics are different than what other departments would or how they would teach it. Liam: my concern is that other departments might think they should be teaching this. Emily: lets see how the Asian minor informs this discussion. Marsha: I suggest since Hugh is here. The Intro to
Asian studies...if we act on it today, it would change for registration...can we take the course first before minor

x. Motion. Lets talk about 12-61 Intro to Asian Studies – approved by all

e. 12-61: POLS-xxx, Introduction to Asian Studies.

i. Hugh: we propose 3 sections be taught per semester, and co-teaching it (so draw on expertise for each of 3 five weeks) first 5 weeks, 2nd five weeks, 3rd five weeks. Each professor will get 1 credit per section (3 credits across 3 sections).

ii. Liam: look at course description before I take questions

iii. Brian: would there be room (4 sentence in course description) for revision of description...expand on course content and add more details...lose references to Asian Studies Minor Marsha: take out whole fist line and start with “this course”. Emily: “for understanding different subjects in Asian Studies”. Liam: so we need a revised course description.

iv. Rebecca: is it common for courses to have several professors, how would the grading work among three professors. Liam: follow up, do you think this course could not be taught by a single instructor? Hugh: we can offer better course with 3. It is possible to find substitutes. We are planning to have meetings to iron out uniform mechanism for grading and course policy. These will put on syllabus so it is clear for students. That is a concern for us that everything be fair and square. John: we don’t really approve co-teaching, etc. That is usually done by the departments. Work load models are handled in a different approach. Liam: I don’t want this to be written in that it’s required every time. Marsha: it could be one person. This model seems to work with this course and it’s exciting.

v. Susan: is it based on geographic areas? Hugh: based on disciplines though we will cover diff. geo regions.

vi. Gabe: why is it a political science course? Marsh: it’s not totally an optional thing. Every course has to have a home department. We could make a new designation, but the way that the minor is constructed, the courses are based in departments and not separate designation. Gabe: he discussed and question where it is housed to influence a future major (political science? Or another dept.) Hugh: we hope through the department. Gabe: right now this is being taught by people who are not in political science. It needs to have the distinction from political science discipline. Hugh: hmmm. Rebecca: is it possible to keep in poly science. Now and move it later. John: if the prefix is changed, I would post add/drop first, once registration is over then it would just be changed over. Hugh: so intro of Latin American studies that has it’s own designation even though we are housed in world languages. The chair has to sign off on what happens in the department...the committee makes
decision about minor, but when you bring it to chair, it’s informally understand the chair will sign off understanding that the committee has made the decision. To me this minor needs this designation. Hugh: we believe that certain arrangement be made and course descriptions should appear in bulletin and description. We don’t think the dept. chair would misrepresent. Emily: we are getting ahead of ourselves. We should pull back and think about the one course and the Asian studies minor…these other discussions feel huge and might be mudding our vision.

f. Motion to adjourn: approved by all. 5:05 PM