

## Curriculum Committee

December 16, 2016 – Rounds Hall Room 103

### MINUTES

Present: Mary E. Campbell (consultant, non-voting), Patricia A. Cantor, Scott R. Coykendall, David A. Mackey, Sarah Robertson (Associate Registrar for Graduate Studies, observer), Hilary K. Swank (Chair), Cynthia W. Vascak, Roxana Wright [six voting members]

Absent: Laura M. Tilghman (new faculty observer, non-voting)

Excused: Kimberly A. Ritchie, Maria A. Sanders, Stacey I. Curdie

Vacant: three student members, voting; President's Commission on Diversity, non-voting

Presenters of Proposals: Deborah Brownstein, Lisa Doner, Jeremiah Duncan, Mary Ann McGarry

Note: *Unless otherwise indicated, all curricular changes noted below will become effective with the 2017-2018 edition of the Undergraduate Academic Catalog.* Recorded in the order in which the agenda item was discussed.

Hilary Swank called the meeting to order at 2:30 pm.

I. The November 18, 2016 minutes were *accepted as written*.

#### II. Electronic Business

a. Health and Human Performance:

- i. Blanket Agreement: For BS Physical Education (all options) majors following pre-2016-2017 Catalogs, PE 2735 Motor Development substitutes for PE 2713 (WRCO); students need to take Writing Connection (WRCO). *Approved 8-0-0-1.*
- ii. Blanket Agreement: For BS Physical Education Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, and Teacher Certification Option following pre-2017-2018 Catalogs, PE 2880 Adventures in Wellness (WECO) substitutes for PE 2860 Adventure Programming for Physical Educators (WECO). *Approved 8-0-0-1.*
- iii. Blanket Agreement: For BS Physical Education (all options) majors following pre-2016-2017 Catalogs, PE 3565 Measurement and Assessment in Physical Education (QRCO) (WRCO) substitutes for PE 3560 Measurement and Assessment in Physical Education (QRCO). *Approved 8-0-0-1.*
- iv. ~PE 2424 Net and Wall Activities: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.  
~PE 2425 Leisure/Lifetime Activities: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.  
~PE 2426 Striking and Fielding Activities: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.  
~PE 2427 Territorial Games: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.  
~PE 2440 Elementary Activities, Gymnastics and Rhythms: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.

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~PE 2405 Concepts in Physical Fitness: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.

~PE 2406 Concepts in Physical Fitness Lab: change prerequisite(s) to: Physical Education, Pre-PE+HE Teacher Certification Option, PE+HE Teacher Certification Option, Pre-Teacher Certification Option, Teacher Certification Option majors and Coaching minors.

*Approved 8-0-0-1.*

[Scribe's note: As a result of communications with the Chair and the Senior Associate Registrar, these prerequisites will read "or Coaching minors."]

### b. Interdisciplinary Studies:

- i. ~IS 2220 Introduction to Interdisciplinary Studies (TECO): change grading mode from letter grade to Pass/No Pass. New course number is IS 2225.  
~IS 3003 Interdisciplinary Studies Practicum: change grading mode from letter grade to Pass/No Pass. New course number is IS 3005.  
~IS 4420 Interdisciplinary Studies Senior Seminar (INCO): change grading mode from letter grade to Pass/No Pass. New course number is IS 4425.  
*Approved 7-0-0-2.*

### c. Languages and Linguistics:

- i. BA Spanish: change requirements of the major. *Approved 8-0-0-1.*
- ii. ~SP 1015 Fundamentals of Spanish I (DICO) (GACO): change title to Spanish Language and Culture Studies I; change course description to: An introduction to the Spanish language and cultures of Spain and Latin America. Students develop 4 language skills (speaking, listening, reading, and writing) while learning about the multiple-faceted Spanish-speaking world. Open to students with no more than 1 year of high school Spanish. Falls and Springs.  
~SP 1025 Fundamentals of Spanish II (DICO) (GACO): change title to Spanish Language and Culture Studies II; change course description to: A continuation of the introduction to the Spanish language and cultures of Spain and Latin America. Students further develop the 4 language skills (speaking, listening, reading, and writing) while learning about the multiple-faceted Spanish-speaking world. Open to students with at least 1 semester of beginning college Spanish or 2 years of high school Spanish. Falls and Springs.  
~SP 2030 Intermediate Spanish I (DICO) (GACO): change title to: Spanish Language and Culture Studies III; change course description to: Continual development of the Spanish language skills (speaking, listening, reading, and writing) and cultural awareness and understanding of the differences in the Spanish-speaking world. Open to students with at least 2 semesters of beginning college Spanish or 3 years of high school Spanish.  
~SP 2040 Intermediate Spanish II (DICO) (GACO): change title to Spanish Language and Culture Studies IV; change course description to: An enhancement of Spanish language skills (speaking, listening, reading, and writing) and cultural knowledge of the Spanish-speaking world. Open to students with at least 3 semesters of lower-level college Spanish or 4 years of high school Spanish. Falls and Springs.  
*Approved 8-0-0-1.*
- iii. SP 4200 Survey of Literary Masterpieces of Spain I: delete course. *Approved 8-0-0-1.*
- iv. SP 4210 Survey of Literary Masterpieces of Spain: delete course. *Approved 8-0-0-1.*
- v. SP 4400 Survey of Literary Masterpieces of Spanish America I: delete course.  
*Approved 8-0-0-1.*
- vi. SP 4450 Survey of Literary Masterpieces of Spanish America II: delete course.  
*Approved 8-0-0-1.*

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- d. Elementary Education and Childhood Studies:
- i. BS Childhood Studies: change name of major to: Youth Development and Education. *Approved 8-0-0-1.*
  - ii. Elementary Education and Childhood Studies Department: change name of department to: Department of Elementary Education and Youth Development. *Approved 6-0-0-3.*

### III. Business conducted during the meeting

- a. Atmospheric Science and Chemistry:
- i. BS Chemistry, Biochemistry Option
    - Add BI 1110 Biological Science I (TECO) and BI 1120 Biological Science II to the Option
    - Change Physics requirement (8 credits) to PH 2130+2140 or PH 2410+2420+2430+2440
    - Change Bio Molecular Elective (4 credits) to BI 3060 Genetics or BI 4188 Molecular Biology
    - Delete from Option: CH 3400, CH 3460, and CH 3500
    - Add to Option: complete two courses (6-8 credits) of BI/CH/CS/MA upper-division electives
    - Change name of BS Chemistry, Biochemistry Option to BS Biochemistry
  - ii. BS Chemistry, Biochemistry Option: delete Option  
*Approved 6-0-1-2.*
- b. Languages and Linguistics:
- i. New course: SP 4370 Literature of Spain (3 credits). An overview of Spain's literary movements in historical, social, political, and cultural contexts from the Middle Ages through the 21<sup>st</sup> century. A selection of literary masterpieces and non-canonical works of Spanish writers are read and analyzed. Conducted in Spanish. Spring 2018, Spring 2021, Spring 2024, Spring 2027  
*Prerequisite(s):* SP 3030, SP 3220, SP 3330, or permission of instructor. *Approved 6-0-1-2.*
  - ii. New course: SP 4380 Latin American Literature (3 credits). An overview of Latin American literary movements related to historical, social, political, and cultural contexts from the pre-Columbian era through the 21<sup>st</sup> century. A selection of literary masterpieces and non-canonical works of Latin American writers are read and analyzed. Conducted in Spanish. Spring 2017, Spring 2020, Spring 2023, Spring 2026. *Prerequisite(s):* SP 3030, SP 3220, SP 3330, or permission of instructor. *Approved 6-0-1-2.*
- Dean Vascak will work with the Chair to have these courses offered every two years.
- c. COBA:  
Blanket Agreement: Students enrolled in the BS Marketing programs in all catalog years for Integrative Marketing Communications or Strategic Marketing or Public Relations or Professional Sales Options; or the Professional Sales Certificate or the Professional Sales minor programs be permitted to apply BU 4340 Competitive Sales to satisfy the requirement of an upper-level marketing elective course in these degree programs. During the discussion for this proposal, the Committee suggested that "by invitation only" should in the BU 4340 course description. *COBA withdrew the proposal.*
- e. Environmental Science and Policy:
- i. New course: ESP 4400 Environmental Outreach and Communication (3 credits).  
Communicating about environmental science is an important skill that helps link environmental science to policy. Introduces environmental science communication concepts, explores its historical and theoretical aspects, and develops communication and outreach skills through a variety of activities and projects. Fall of even years. *Prerequisite(s):* junior or senior status.

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- ii. New course: ESP 1500 Field Immersion Experience (3 credits). Introductory course for ESP majors; involves weekday lectures and weekend fieldwork during the first 3 weeks of fall semester. Students learn field and technology-based skills essential in environmental coursework and careers. On-campus lectures explore field applications for environmental issues and create opportunities for practice with computer databases, spreadsheets, and graphing. Additional course fee required. Falls. *Prerequisite(s)*: Environmental Science and Policy major, or permission of the instructor.
- iii. New course: ESP 4300 Land Conservation Techniques (3 credits). Conserving land is a common societal goal. Explores the numerous, diverse reasons for conserving land and various mechanisms for conserving land. Students learn techniques and methods for land conservation and associated management needs. Numerous case studies in land conservation and field trips to those sites enrich the course. Additional course fee required. Fall of odd years. *Prerequisite(s)*: junior or senior status.
- iv. New course: ESP 4310 Advanced Conservation Ecology (3 credits). Provides students an in-depth understanding of ecological principles at the foundation of environmental problems and conservation actions. Blends qualitative and quantitative assessment of environmental integrity of landscape, ecosystem, community species, and genetic levels. Students discuss peer-reviewed literature and use Excel formula, GIS, and online tools to achieve learning outcomes. Fall of even years. *Prerequisite(s)*: ESP 2100 and BI 3240.
- v. New course: ESP 3310 Applied Environmental Hydrology (4 credits). Combines physical hydrology concepts and theory with laboratory and field measurements, demonstrations, and observations. Provides integrated training in hydrologic sciences and hands-on experience with instruments and analytical methods such as stream gaging, indirect discharge measurements, and surveys of channel morphology. Students learn hydrologic aspects of fluvial lake, wetland and groundwater systems in interdisciplinary, biogeochemical contexts. Falls. *Prerequisite(s)*: ESP 2110 or GE 2001 or MT 2110.
- vi. New course: ESP 3320 Climate, Risk, and Adaptation (3 credits). Introductory course on Earth's climate; examines evidence about climate change, both past and present, and predicted future effects on environmental and societal systems. Topics include global, regional, and local approaches to climate risks, mitigation, and adaptations. Springs. *Prerequisite(s)*: BI 1120 or ESP 2110 or GE 2001 or MT 2110 or permission of the instructor.
- vii. New course: ESP 4320 Decision Making in Natural Resource Management (3 credits). Sustainably managing natural resources for multiple objectives creates challenges for practitioners and researchers in today's complex socio-political environment. Presents decision-making theories, applications and tools related to natural resource management, including life cycle assessment and multi-criteria decision analysis. Students work through local and regional decision making scenarios, comparing different tools and theories to real-life issues. Additional course fee required. Falls of odd years. *Prerequisite(s)*: ESP 2110 or GE 2001.
- viii. New course: ESP 3330 Environmental Geology (4 credits). Covers Earth's geosystems and the geologic aspects of environmental hazards concerns like heavy metals, asbestos and radioactive elements; sea level change; acid-mine drainages and hydrofracturing earthquakes. Provides hands-on opportunities to investigate, observe and document geological aspects of Earth's environmental systems including soils and sediments; minerals, rock and land formations; various types of fossils, oceanography, and geochemical cycles. Additional course fee required. Falls. *Prerequisite(s)*: ESP 2110 or GE 2001.
- ix. New course: ESP 2300 Foundations of Environmental Policy (4 credits). Provides students with an introduction to domestic (US and New Hampshire) and global environmental history, issues,

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policies, and politics. Students learn the processes by which environmental policy is created and become familiar with common policy tools for addressing environmental issues and conflict. Explores interdisciplinary linkages between economical and environmental policies and examines the role of science and society in policy-making. Springs. *Prerequisite(s)*: (ESP 2100 and ESP 2110) or permission of the instructor.

- x. New course: ESP 3340 Introduction to Ecological Economics (3 credits). Science of sustainability. Implementing sustainable practices must consider what is ethical, practical, efficient, and logical, and economics is a key component. Topics include: ecosystem services, resource management, supply and demand, market failures, economic growth and human well-being, policy instruments, resource allocation efficiencies, pricing and valuation of non-market goods, and ecological economics case studies. Fall of even years.
- xi. New course: ESP 4915 Undergraduate Research (1-4 credits). Provides opportunity for students to conduct authentic science/social science environmental research in collaboration with 1 or more PSU faculty member. Expected outcomes include publication and outreach of work. The number of credits corresponds to the level of effort and scope of work at 60 hours per credit. Repeatable for a maximum of 8 credits. Falls and Springs. *Prerequisite(s)*: permission of the instructor and ESP Department Chair.

*Approved 6-0-1-2.*

- xii. ~BS Environmental Science and Policy, Community and Environment Option: change title of Option to Policy Option; change requirements of major and Option  
~BS Environmental Science and Policy, Environmental Science Option: change title of Option to Science Option; change requirements of major and Option

- xiii. MT 4440 Climate Change (INCO): co-list with ESP 4440

*Approved 6-0-1-2.*

- xv. ESP 4100 Applied Hydrogeology: delete course

- xvi. ESP 2150 Introduction to Geologic Sciences: delete course

*Withdrawn.*

### IV. Unfinished Business

- a. None.

### V. New Business

- a. Approve by-law changes

- Academic administrator for Curriculum and General Education Committees to be non-voting
- Student members: change three to one? Change three to zero? Have we communicated with the students? Let students respond before we vote on a change. Would like at least one student.
- Quorum for meetings and electronic voting: five voting faculty members
- Function : new statement about Academic Affairs, voting or not
- The Chair of the Committee must be selected from the voting faculty.
- Composition: Member of the President's Commission on Diversity (non-voting). Does the Commission exist? Did they ever attend? Perhaps this observer is outdated. We should communicate with the Commission on Diversity.

Table any changes until we reach out to the students and the Commission on Diversity.

- b. Approve changes to experimental course procedures

Feedback from the faculty; some think differently than the Committee.

- Look at the Experimental Course form

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- Add deadlines, department vote, signature(s), and syllabus
- Only allow one section
- Deadlines for 1<sup>st</sup> experimental offering (Fall and Spring) and 2<sup>nd</sup> experimental offering (Fall and Spring)
- Can we add a code to designate an experimental course in the class schedule?

Scott will write a draft proposal; vote in February and then submit it to the March Faculty meeting (put in resolution section of Faculty agenda)

### VI. Discussion – due to the lateness of the hour, these topics were not discussed

- a. Do we need separate forms for blanket requests that result from course additions or deletions? There is a space on the form that asks if a course will be deleted and how the department will accommodate current students. Can the blanket requests be approved on the same form? (requested by several faculty members)
- b. Clusters and Curriculum
  - Feedback from faculty on 11/30 and 12/7
  - Next steps?

Invite Cluster Guides to March meeting to discuss clusters

### VII. Reports

- a. General Education Committee. The General Education Committee met November 28<sup>th</sup> and December 12<sup>th</sup>. Sean Collins, Chair of the Council of Chairs, met with the Committee to discuss the Chairs' concern about the consistency of internal general education requests. Prior to July 1<sup>st</sup>, such Requests were submitted to the Undergraduate Studies Office and determined by the Associate Vice President for Academic Affairs. Since August, the Chairs have been discussing the issue of Chairs making the decision on such Requests. Deans had planned to offer training to the Chairs; then the Deans decided to review and decide the Requests, which caused some concern; the Chairs will do it for now. After much discussion, the General Education Committee agreed to review and decide the Student Requests, effective spring semester. They invited the former Associate VP for Academic Affairs to attend their December 12<sup>th</sup> meeting to discuss the process. The Committee plans to post the Student Requests on their Moodle page for review and vote, as they do bi-weekly for Gen Ed proposals. They have been reminded that there is a need in Winterim and summer to review such Student Requests. Two working groups—First Year Seminar; General Education program—were formed at the beginning of the semester and includes members from the General Education Committee and four Cluster Guides. Dean Mears also spoke about the need to address assessment and submit an interim report to NEASC.
- b. Council of Educator Preparation. Did not meet this month
- c. Steering Committee. Has been working on Faculty by-laws.

The meeting adjourned at 5:55 pm.

The Curriculum Committee meets on the third Friday of the month from 2:30 until 5:00 pm in the Student Senate room (HUB 119). Proposals need to reach the Chair 10 days prior to the meeting. Their next meeting is Friday, **February 17, 2017 at 2:30 pm.**

Respectfully submitted,

## Curriculum Committee

Mary E. Campbell, Scribe  
Director of Curriculum Support

<http://www.plymouth.edu/committee/faculty/faculty-committees-and-appointed-groups/curriculum/forms-and-documents/> links to the Curriculum Committee **Forms** and the following documents:

- New Program Approval Process from the Provost's Office
- PSU Syllabus Checklist

A new syllabus should accompany a Curriculum Change proposal when the level of a course is changing upward (e.g., 1000 to 2000, 2000 level to 3000, 3000 level to 4000).  
*Approved December 20, 2013, 5-0-3-3.*

*These minutes were approved as written on February 17, 2017.*