**Curriculum Committee**

Thursday, November 8, 2018

**Present:** Laura Jessup, Larry Shrewsbury, Anna Oliveri, Erin Wilder, Emily Miller-Francisco, Noheli Serrano; Tiffany Thom, MaryAnn Neely, Jody Waters.

**Guests**: Craig Switzler, Vincent Smith.

The meeting began at 1:40pm.

The minutes from the October 25th meeting were accepted.

**Environmental Science and Policy**

Vincent smith discussed the proposed changes in Environmental Science and Policy. He said one goal of the proposed changes is to strengthen the methodology core of the program to provide the students with skills that will make them more employable for a longer time. Two courses are proposed to be retitled and one new course is proposed, ES 330, which will be part of the core requirements. Another proposed change is to reduce the upper division electives requirement so that the overall credits for the major don’t change even though a new course will be added to the core requirements. Finally, the program hopes to fix language relating to the upper division additional requirements that was confusing. What is shown in DegreeWorks and the catalog is correct, but people seem to have difficulty understanding it, so the goal is to make it easier to understand.

Shrewsbury said that the course fee for the proposed new course looks reasonable, considering the amount of travel. Smith said the program calculates about $8 per trip and takes students out a lot. He said for many of the courses in the program it’s common to need to be in the field. Waters said the learning outcomes for the proposed new course look excellent.

Neely asked if there are any courses not in the ES prefix that would count toward upper division credits, suggesting that those courses could be scribed to avoid work later. Smith said he supported this idea. Neely suggested that it would be great to put a list of acceptable non-ES courses in the catalog. Smith said he would not want to have a list that is very long. Neely said that the list would only include the courses that will always count toward that requirement.

Waters noted that the estimated enrollments for the proposed new course are very specific and asked how Smith arrived at them. Smith said those estimates reflect his optimism about growth in the program. Thom noted that it is a 4 credit course with 0 credit lab, but the proposal says that it is 2 hours of lecture and 3 hours of lab. She asked if that is usual. Smith said no, that is a mistake; it should be 3 hours of lecture and 3 hours of lab, which is standard across campus.

Smith said any of the instructors in the department who do research could teach the course. Multiple people in the program will contribute labs so that there are a wide range of skills developed, and the program will train whoever teaches the course to be able to offer all the labs.

Oliveri asked if the program is considering the needs of this course in the process of looking for new faculty. Smith said that familiarity with field methods is in the job description, but the specific methods for this course are beyond anything you could ask for in a job description.

Oliveri/Miller-Francisco moved to accept the proposed changes in Environmental Science and Policy, with a minor fix to the new course proposal (the course will be 3 hours of lecture and 3 hours of lab); the motion passed 6Y/0N/0A.

**Healthcare Administration**

Craig Switzler discussed the proposed changes in Healthcare Administration. He said the program would like to add EC 345 as an alternative to BA 460B, but doesn’t want to remove BA 460B because there are some students for whom it would be more appropriate, particularly those who might pursue a career in the nonprofit sector. He said the program is also hoping to add BI 231/231L as an alternative to BI 102/102L, because some of the students in the program are nurses or others who already have a good idea of human anatomy, so BI 231/231L is a more appropriate option for them. Jessup asked if any of the BI 231-3 courses would fulfill this requirement, or just BI 231. Switzler said not just BI 231 but any of the BI 231-3 courses should fulfill the requirement.

Switzler said that another proposed change is to add BA 475 and COMM 475 as alternatives to PSY 445 because PSY 445 is not currently being taught. Waters asked if there is any concern about increasing student demand for BA 475 and COMM 475. Switzler said he has spoken to the Communication program about this, but not the Business program.

Shrewsbury asked if the Healthcare Administration program has grown. Switzler said yes, it’s doing well and the program is currently at about 35-40 students.

Switzler mentioned one additional item that was not in the submitted materials. He said PHL 349, Healthcare and Justice, has a different title than it did when it was proposed and he wasn’t sure how or when that change occurred. The Committee will look into the matter.

Serrano/Wilder moved to approve the proposed changes in Healthcare Administration, including the amendment that any of the BI 231-233 sequence courses would count as an alternative to BI 102 in the major requirements; the motion passed 6Y/0N/0A.

Jessup suggested to Switzler that it would be helpful to have a list of suggested courses for first-year students who are interested in the Healthcare Administration major.

The meeting ended at 2:08pm.