

# MINUTES

CALS Curriculum Committee Mting  
Tuesday, December 13, 2011, 12:00 p.m.  
250 Agricultural Hall

Present: Bednarek (Chair), Bland, Fadl, Hayslett, Jackson, Paustian, Pfatteicher, Stubbings  
Absent: Barak, Gisler, Mitchell, Pearson, Pelegri, Whillock

## **Approval of Past Minutes**

A motion was made by Bland to approve the November 22, 2011 meeting minutes. **The minutes were unanimously approved.**

## **NEW BUSINESS**

### **VISIT FROM WREN SINGER RE: FIRST YEAR SEMINAR**

Adrianna Guram and Greg Smith attended the meeting with Wren Singer, and they came to discuss the CALS First-Year Seminar requirement. Their goal was to review some issues the committee had while reviewing courses and get feedback from the CALS Curriculum Committee. Sixteen courses were submitted for review and 10 were approved in 2010-11.

Denied requests over the past year have typically come because of one or more of the following:

- Course had no diversity engagement
- Course is ungraded (credit/no-credit)
- Course had no small groups
- Course lacked rigor
- Course not designed for new students

They went over the criteria for meeting the requirement, found at <http://www.newstudent.wisc.edu/practices/CALS.php>. The current approval committee is made up of Greg Smith, Wren Singer, Adrianna Guram, Sebastian Bednarek, and Evelyn Howell. The first discussion topic was the grading requirement: Requirement 5, and whether we should still have this requirement. The final consensus was to keep the grading requirement, in order to uphold the academic rigor of the eligible courses and keep consistency. However, individual exceptions can be made under special circumstances.

There was also a discussion on what requirements were essential for eligible courses, and it was determined that requirements 1 (designed specifically for first-year undergraduate students) and 2 (small group setting) were essential. Greg Smith stated that they will be putting together some examples of approved courses and noting which parts of these courses met each of the criteria. Wren Singer also stated that they will be rewriting the wording for requirement 4, in order to clarify the meaning of the diversity expected in eligible courses. There was also discussion on whether 299s (independent study) would eventually count for this requirement or be appropriate for transfer students, and the consensus was that they would not count because there was no peer component.

## **REQUEST FOR COMMENT: PROPOSED UNDERGRADUATE CERTIFICATE IN DIGITAL STUDIES**

Sarah presented the L&S proposal for a new certificate (funded by MIU). The only department likely to be affected is LSC, which has already provided a letter of support. Committee had no concerns to share with CALS APC or UAPC.

The discussion raised the question about whether overlap between certificates and majors is a concern (as has been the case across majors). The short answer is that the campus policy that a student's programs not have significant overlap would arguably apply, but that at the moment most offices on campus are not auditing or reviewing major/certificate overlap as they are major/major overlap.

#### **UPDATE ON CAPSTONE REVIEW**

Sarah and Sebastian reported that work continues on crafting the summary memo on last year's capstone review. They met with the co-chairs of Biology and the IBE director to review capstone requirements and shared some concerns regarding the approved courses. The co-chairs agreed to review their courses with the Executive Cmte. Sarah's office is working on a proposal for a course to be taken in conjunction with 699's, to help ensure those independent studies meet the capstone criteria.

#### **UPDATE ON DOUBLE MAJORS**

Sarah reported that UP&S has begun more careful review of proposed 2<sup>nd</sup> majors, using existing campus and college policies. A new eligibility form is available at <http://www.cals.wisc.edu/students/undergraduate-programs/ups-office/forms/> to help students document lack of overlap between their proposed majors. Most feedback from departments and from L&S has been positive about the increased vigilance on overlapping programs.