

MINUTES

CALS Curriculum Committee Meeting
Tuesday, September 27, 2011, 12:00 p.m.
250 Agricultural Hall

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

Absent: Stubbings

Introductions

Committee Chair, Sebastian Bednarek, welcomed all committee members and introductions were made.

Charge for the Year

Key projects for the committee for the 2011-2012 academic year will include:

1. Course proposal review
2. Academic programs review
3. Active engagement in implementation of the new undergraduate curriculum
4. Wrap-up Capstone Course Review begun in 2010-2011

Approval of Past Minutes

A motion was made by Paustian and seconded by Jackson to approve the May 24, 2011 meeting minutes. **The minutes were unanimously approved.**

Update on Capstone Reviews

A capstone is needed for the new Environmental Science major. A document will be drafted by Bednarek and Pfatteicher bringing closure to the Capstone review process. Information will be gleaned from last year's meetings as well as the former committee chair's documents.

Curriculum Update

The Global Health Certificate and the International Certificate are currently in place and being used. The new Bachelor of Science degree in CALS has been implemented. There are minor adjustments being made to DARS programming as needed to accommodate changes that have occurred with the new degree program.

Electronic Course Proposals

Since the Divisional Committee is accepting newly created course proposals forms electronically, the Undergraduate Programs and Services office will be sending course proposals and documents to the CALS Curriculum Committee electronically as well. The documents will be sent to the committee in a single pdf and in multiple word documents approximately 2 weeks prior to the proposal review meeting. We will have 2 laptops on hand at future meetings. All meeting agendas and minutes will be available for viewing on the CALS Curriculum Committee's website which can be found at the following URL: <http://www.cals.wisc.edu/CALSCommittees/curriculum/>.

NEW BUSINESS

COURSE PROPOSALS

New Course Proposals

C & E SOC 499: Capstone Experience

Lead: Mitchell

A motion was made by Mitchell and seconded by Pelegri to conditionally approve **C & E SOC 499** pending the following revisions.

1. Embed the phrase “students within 2 to 3 semesters from graduating” into the Learning Objective Statement or the Welcome Statement on the syllabus.
2. Add an Academic Integrity Statement to the syllabus to address academic misconduct.

The motion passed with conditional approval.

Course Change Proposals

AAE 419: Agricultural Finance

Lead: Fadl

Requested changes: course description and prerequisites

A motion was made by Jackson and seconded by Bland to conditionally approve **AAE 419** pending the following suggestions/revisions.

1. The department may wish to renumber the course based on its level
2. On the syllabus, an AB grade and range are needed.

The motion passed with conditional approval.

A motion to adjourn was made by Mitchell and seconded by Jackson. **The motion passed.**
Meeting adjourned at 1:20.

October Meetings:

Tuesday, October 1th, Room 250, Agricultural Hall, 12:00 – 1:30 pm

Tuesday, October 25th, Room 250, Agricultural Hall, 12:00 – 1:30 pm

Submitted by Karen Martin