Minutes  
CALS Curriculum Committee Meeting  
Tuesday, September 28, 2021, 1:00 – 2:30 p.m.  
6201 MSB

Voting members present: Forest, Goldman, Lankau, Ney, Van Pijkeren, Vermillion Kalmon, Wagner  
Student Members present: Mui  
Absent:  
Ex Officio: Ackerman-Yost, Barber  
Minutes Taken by: Arnfelt

Chair for today’s meeting: Jan Peter van Pijkeren

CONSENT AGENDA

1. Review meeting minutes from September 14, 2021  
   van Pijkeren

   Item 1 approved by consent.

ACTION ITEMS

1. New Course  
   INTER-AG 321 – Study Abroad Pre-Departure Seminar  
   Vermillion Kalmon/Wagner  
   Effective Spring 2022  
   https://next-guide.wisc.edu/courseadmin/?key=89255

   Motion to approve (Vermillion Kalmon, Wagner)

   Discussion: The course is designed to improve DARS encoding since these types of courses are currently being offered as 375 courses in multiple different departments. This proposal includes all aspects needed and the committee supports this new course. There were a few recommendations the committee made to clarify the syllabus: align the credit hour definition to reflect the schedule, which indicates less than 15 weeks; clarify whether the online discussion is synchronous or asynchronous; and review the definition to ensure that the “hands-on” experience is referred to correctly (e.g., does the student receive hands-on experience in this course or only in the study abroad portion?)

   Vote: 7-0-0

INFORMATIONAL AND DISCUSSION ITEMS

1. Program Discontinuation – comment to APC as necessary  
   Certificate in Science of Fermented Food and Beverages  
   Suspension starting Fall 2022, Discontinuation on Fall 2025  
   van Pijkeren  
   https://next-guide.wisc.edu/programadmin/?key=199

   Discussion: This certificate was designed to build the next generation of brewing specialists but did not have the enrollment expected. The proposal outlined some characteristics that resulted in this low enrollment, including age restrictions on certain coursework and course prerequisites. Students who already committed to this
certificate will be supported to complete this certificate, and no courses will be discontinued. One committee
member indicated that the department of Bacteriology would be interested in having further conversations with
Food Science to consider a partnership on fermentations offerings for students.

2. Crosslisting Working Group report
   1:45-2:30pm
   Endorsed by UCC, feedback requested from schools/colleges  Ackerman-Yost

Discussion: The committee discussed the report submitted to UCC by the Cross-listing Working Group.
Ackerman-Yost was on the working group and provided some of the background and key findings. One large
finding by the working group was that cross-listing was used to represent a wide array of different things, which
were sometimes contradictory. Cross-listing causes confusion and problems for students and staff who schedule
courses, and it causes increased cost, time, and effort for governance, instructional software, and student
information tracking. The working group noted that cross-listings are not very visible to students during
enrollment, as cross-listed courses are listed separately in the enrollment system by each subject listing, with
only a small note on the course entry that it is cross-listed with other subject listings. The recommendations from
the working group included education to campus partners on the complexities and drawbacks of cross-listing,
finding other avenues to express certain things currently represented through cross-listing, and limiting the
reasons for courses to be cross-listed.

The committee was generally in support of the report’s recommendations. Some committee members discussed
their personal difficulties with cross-listed courses, including linking courses in Canvas, managing enrollment and
waitlists, and accurately representing department homes when instructors leave. The committee had some
hesitations about the recommendations, however.

- One concern was that cross-listing is currently used to highlight small departments looking for higher
  enrollment – if a course is cross-listed with a larger department, it will be more visible to students looking
  at that department’s subject listing. Cross-listing also promotes enrollment and visibility for majors that
  require taking a certain number of courses in a subject listing.
- Another concern was that the proposed rationales for cross-listing was still fairly vague. If the purpose of
  the new rationale is to support a coherent understanding of what cross-listing means, the proposed
  rationales should be more clearly defined.
- The committee emphasized that the educational component was important, as the drawbacks to cross-
  listing were not always well understood by the faculty members making cross-listing decisions.
  Committee members suggested that a one-page handout or similar easily accessible methods of
  communication would be helpful to communicate the drawbacks to cross-listing.
- The committee indicated that cross-listing appeared to cost a lot of money, so it would be useful to have
  a more concrete idea of how much money the University is using up in this process of cross-listing
  courses.
- The committee discussed the implications on program requirements. In addition to changes needed to
  curricula that require certain numbers of courses in a subject listing, some courses are used as
  requirements in multiple majors. The committee discussed the impact of cross-listing on ownership,
  which can be important to ensure courses are appropriate for the program. This issue will need to be
  addressed if cross-listing is limited in certain ways.
- There is hesitation to take away crosslisted courses before we have a robust system in place.
- One concern was regarding communication among departments for cross-listed courses. From an admin
  standpoint, there are several conversations that need to happen with each department involved in the
  crosslisted course. It can be slow to meet with each department and determine who will teach the course
and when. Since this can already be a communications issue, there was concern about how this would be managed if a course was not cross-listed.

- The committee suggested that this initiative to limit cross-listing would need to be well-communicated and led by campus administration, not individual colleges and departments.

The committee is in support of the report and the recommendations provided, particularly the need for education on the costs and drawbacks of cross-listing. They were also in support of the suggestion to start with new courses in implementing a more restrictive definition. The committee strongly suggested that the definition of a crosslisted course be revisited, and the reasons for cross-listing should be well-defined before any process is implemented.