**Western Connecticut State University**

**Committee on Undergraduate Curriculum and Standards**

**CUCAS Minutes, January 18, 2018- 9:30 AM**

**SC, Room 202 (Midtown Campus)**

**2017 – 2018** Members Present: JC Barone (A&S Faculty), Keith Gauvin (Registrar, *ex officio*), Jessica Eckstein (At-Large Faculty), Amanda Lubell (A& S Faculty), Josephine Hamer (A&S Dean, *ex officio*), Mary Ann Rossi (Dean PS, ex officio), Barbara Piscopo ( PS Faculty), Tom Yoon (Ancell Faculty), Rebecca Wade-Rancourt( Social Work Faculty), Jerry Wilcox, Katie Lever (At-Large-Faculty) Jessica Eckstein (At-Large Faculty), Ming Ling (Cindy) Chuang(Management Dept. Faculty)

**Members Not Present:** David Martin (Dean Ancell, *ex officio*), Brian Vernon (Dean, VPA)

**SGA Representatives: N/A**

# Guests: Terri Small, Cathy Vanaria, Pat Boily, Katherine O’Callahan

***Call to order at 9:36am***

## Minutes: CUCAS Meeting – November 16, 2017

* Motion to approve: Josie Hamer, 2nd Rebecca Wade-Rancourt
  + Discussions/Corrections: 0
  + #Approved: 9 /Opposed: Abstain: 1

1. **Announcements:**
2. CUCAS Website: <http://www.wcsu.edu/cucas/> **REVIEWED**
3. Central repository for all university standing committee reports to be posted and available to read by WCSU community. The University Senate is working on this. **REVIEWED**
4. **Reports:**
5. Update on Curriculum Approval Process: Department chairs were sent a copy of the proposals in late December. JC Barone will be presenting our approved proposals to the University Senate on January 24th at 3:30 p.m. in White Hall #127.

**ACTION: JC Barone to provide feedback regarding Proposal 1 & 2 at the next CUCAS**

* 1. Proposal 1: Add Revise Program Learning Outcomes to the Curriculum Approval Process (Sharepoint)
  2. Proposal 2: Add Articulation Agreements to the Curriculum Approval Process (Sharepoint).

1. Subcommittee on Review of CUCAS By-Laws

(Barone & Eckstein) – Reviewed

**ACTION: We will table this to next month’s agenda. JC to distribute finished document to CUCAS members for review at February’s CUCAS**

1. **Old Business:**

Keith Gavin followed presented the Curriculum Proposal Form PDF. The document is a one page form that asks for all pertinent information regarding the proposal. J. Eckstein suggested that the document be made available in SharePoint.

**ACTION:**

1. **Keith to send JC the Curriculum Proposal Form PDF to JC.**
2. **Keith to revisit the other additions that were suggested from our prior CUCAS meetings.**
3. **JC to follow up with IT to determine that the form can be put in SharePoint**.

**IV: New Business:**

Resolved, that the following proposals be adopted:

* 1. **Proposal from the Department of Computer Science**
     1. **Contract Major, BA in Applied Computing for Melissa Chillington, BA in Applied Computing (CD1718096)**
* Motion to approve: Amanda Lubell, 2nd Doug O’Grady
* Discussions/Corrections: 0
* #Approved: 11 /Opposed: 0 Other:
  1. **Proposal from the Health, Promotion & Exercise Sciences Department**
     1. **Minor in Health Promotion Studies (General) (CD1516215)**
* Motion to approve: Ming Ling Chuang, 2nd Jessica Eckstein
* Discussions/Corrections: 0
* #Approved: 11 /Opposed: 0 Other:
  1. **Proposal from the Department of Biological and Environmental Sciences**
     1. **New course: BIO 3xx New Biology course Neuroscience (CD1718034)**
* Motion to approve: Josie Hamer, 2nd Jessica Eckstein
* Discussions/Corrections: 0
* #Approved: 11 Opposed: 0 Other:
  1. **Proposal from the Digital & Interactive Media Arts Program**
     1. **DIMA - Core Course Replacement (CD1718030)**
* Motion to approve: Josie Hamer, 2nd Amanda Lubell
* Discussions: The Drawing I class is still available. Students need the digital and the interactive media. It’s a better fit for the core. The DIMA Steering Committee has already approved this core course replacement.
* #Approved: 11 Opposed: 0 Other:
  1. **Women’s Studies Program**
     1. **Proposal to Update Women's Studies Minor & Program Sheet (CD1718057)**
* Motion to approve: Josie Hamer, 2nd Keith Gauvin
* Discussions/Corrections: 0
* #Approved: 11 Opposed: 0 Other:
  1. **Proposal from the Physics, Astronomy & Meteorology Department**
     1. **New course MTR 2XX Practicum in Weathercasting (CD1718064)**
* Motion to approve: Josie Hamer, 2nd Rebecca Wade-Rancourt
* Discussions/Corrections: 0
* #Approved: 11 Opposed: 0 Other:
  1. **Proposal from the Music & Music Education Department**
     1. **MUS 2XX Jazz Vocal Ensemble (CD1718069)**
* Motion to approve: Josie Hamer, 2nd Rebecca Wade-Rancourt
* Discussions: There are no new resources for this course. This is a vocal jazz ensemble with 9 singers and a jazz band.
* #Approved: 11 Opposed: 0 Other:

**ACTION: 1. Please add to program sheet that the ensemble is a required course and upload in SharePoint. 2. Doug O’Grady will re-route through UPBC along with a course rotation sheet.**

* 1. **Proposal from the Department of Nursing**
     1. Nursing 327 in the Community- Revised Course Outline (CD1718071)
     2. Revise NUR 105 – Application of Medication Math (CD1718081)
* Motion to approve as a packet: Josie Hamer, 2nd Barbara Piscopo
* Discussions:
* #Approved: 10 Opposed: 0 Abstain: 1

**ACTION: APPROVED PENDING THE FOLLOWING:**

* 1. **Name of the course stays the same: Community Health Nursing**
  2. **Proposal will be submitted to JC Barone with the correct title**
  3. **Revision: Add that course has standard grading in SharePoint**
  4. **Proposal from the Department of Education & Educational Psychology**
     1. Revised Program Sheet for Interdisciplinary Elementary Education and Secondary Education English (CD1718094)
* Motion to approve: Josie Hamer, 2nd Jessica Eckstein
* Discussions:
* #Approved: 11 Opposed: 0 Other:
  1. **Proposal from Chair: Blackboard Availability for students in advance of classes every semester**
* **ACTION: We will revisit this proposal at next month’s CUCAS. The proposal should be submitted to the Senate.**

Meeting adjourned: 10:36 am