**Western Connecticut State University**

**Committee on Undergraduate Curriculum and Standards**

**CUCAS Minutes, May 17th, 2018- 9:30 AM**

**(Midtown Campus) SC 202**

**2017 – 2018** Members Present: JC Barone (A&S Faculty), Keith Gauvin (Registrar, *ex officio*), Josephine Hamer (A&S Dean, *ex officio*), Rebecca Wade-Rancourt (Social Work Faculty), Doug O’ Grady (Department of Music, Faculty),

Brian Vernon (Dean, VPA), Amanda Lubell (A& S Faculty), Mary Ann Rossi (Dean PS, ex officio).

**Members Who Voted by Phone/Text:** Katie Lever (At-Large-Faculty), Barbara Piscopo (PS Faculty)

**Members Not Present:** David Martin (Dean Ancell, *ex officio*), Jessica Eckstein (At-Large Faculty), Tom Yoon (Ancell Faculty) ), Jerry Wilcox, Ming Ling (Cindy) Chuang (Management Dept. Faculty),

**SGA Representatives: N/A**

# Guests: Terri Small, Richard Corzo and Gancho Ganchev

***Call to order at 9:45am***

## **Minutes: CUCAS Meeting – April 19, 2018**

* Approved
  + Discussions/Corrections: 0

1. **Announcements:**
2. Nominations and voting for new CUCAS chair.

*JC Barone nominated Rebecca Wade-Rancourt. Keith Gauvin 2nd the motion. JC Barone said that he was more than happy to be around to help. JC shared that he was grateful for the Pre-CUCAS meeting with Keith Gauvin to review the intended agenda and recommended to Rebecca that she might want to follow in that path. Rebecca thanked JC.*

**Nomination approved: 6**

1. Update Subcommittee to review and update the Faculty Handbook information regarding CUCAS [(http://www.wcsu.edu/facultystaff/handbook/pages/Guide-cucas.asp](http://www.wcsu.edu/facultystaff/handbook/pages/Guide-cucas.asp)). (Amanda Lubell, Tom Yoon, JC Barone)

*JC commented that he would still like to function as chair until the end of the month. The goal is to update the curriculum pages of the Faculty Handbook and get rid of the previous versions. JC also provided the new/edited version of the Senate approved work-flow. This will help JC provide his end of the year report for June 1.*

# Reports

1. Update on Proposal to Streamline Sharepoint. (JC Barone, Keith Gavin, Richard Corzo)
   1. Workflow Link: [https://sharepointapp.wcsu.edu/common/curriculum/SitePages/CurriculumHelp.aspx#Curricu lumWorkflow](https://sharepointapp.wcsu.edu/common/curriculum/SitePages/CurriculumHelp.aspx#CurriculumWorkflow)

Update was provided by Richard Corzo who share the following:

* + - The Welcome Page will be simplified
    - Curriculum help will be in a prominent location for easy access
    - The author of every proposal has to be familiar with the approval process
    - Drafts and rejections can be retrieved and submitted with edits
    - Target Date for Completion – Week of 5/21/18
  + Motion to approve: Rebecca Wade-Rancourt, 2nd JC Barone
  + Discussions/Corrections:
  + #Approved: 9 Opposed: Other:

1. Correct governance workflow chart is available as “[Summary of Curriculum Procedures 2014](https://www.wcsu.edu/facultystaff/handbook/pages/Curriculum%20Approval%20procedures%202014%20Senate%20approved%2005-07-14%20(3).pdf)” in the Faculty handbook and on handout today.

\*It was suggested that the Deans/Chairpersons apply the necessary pressure to see that training workshops take place that provide clear instructions on the submittal and approval process for proposals.

1. Update on Central Hub for All University Standing Committees.(JC Barone)

\*There has been substantial movement in the completion of this objective. Jennifer O’Brien is actively working on the update. JC will follow-up with Jennifer O’Brien and Tom Philbrick during the week of 5/21/18.

1. Report from the Ad-Hoc Committee for Summer Curriculum Grants. (Rebecca Wade-Rancourt, Katie Lever, Cindy Chuang)

\*Rebecca Wade-Rancourt reported that the committee met and sent in the required recommendations which were approved.

# Old Business

1. **Proposal from the Department of Nursing - REJECTED**
   1. Revise Course: NUR 225 (CD1718072)
   * Motion to reject: Josie Hamer, 2nd JC Barone
   * Discussions/Corrections:
   * #Approved: 9 Opposed: Other:
2. Proposal from the Department of Computer Science
   1. Discussion regarding course rotation information from departments and NEASC guidelines.
   2. New Course: Embedded Systems (CD1718125)
   3. New Course: Database Development 1 (CD1718123)
   4. New Course: Database Development 2 (CD1718124)
   * Motion to approve b, c, & d as a packet : Rebecca, 2nd JC Barone
   * Discussions/Corrections:
   * #Approved: 9 Opposed: Other:

\*Course rotation sheet was provided.

# New Business:

Resolved, that the following proposals be adopted:

1. Proposal for AS Alignment in Liberal Arts with new Gen Ed. (Missy Alexander)

The AS in Liberal Arts is currently aligned with the old general education curriculum. This proposal brings it in line with the new general education. All competencies must be met, with the exception of Writing Tier 3 and Culminating General Education Experience, because these are meant to be advanced (300-400 level) and that is beyond the scope of an AS which generally ends at 200 level.

* + Motion to reject: Josie Hamer, 2nd Keith Gauvin
  + Discussions/Corrections:
  + #Approved: 9 Opposed: Other:

1. Proposal from the Department of Computer Science

a. [Contract Major in Applied Computing, concentration Software Engineering](https://sharepointapp.wcsu.edu/common/curriculum/_layouts/listform.aspx?PageType=4&amp;ListId=%7b6195A226-2441-4ECE-9E98-5CB8EA69AADB%7d&amp;ID=2250&amp;ContentTypeID=0x01002B3C99C2A05BE74C9A6DC0D83051E7A9) (CD1718152).

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

b. [New Course 3D Modeling and Printing](https://sharepointapp.wcsu.edu/common/curriculum/_layouts/listform.aspx?PageType=4&amp;ListId=%7b6195A226-2441-4ECE-9E98-5CB8EA69AADB%7d&amp;ID=2219&amp;ContentTypeID=0x01002B3C99C2A05BE74C9A6DC0D83051E7A9) (CD1718126). - TABLED

3. Proposal from the Department of Social Sciences

a. [New Course ECO 3XX, The Economics of Sports](https://sharepointapp.wcsu.edu/common/curriculum/_layouts/listform.aspx?PageType=4&amp;ListId=%7b6195A226-2441-4ECE-9E98-5CB8EA69AADB%7d&amp;ID=2168&amp;ContentTypeID=0x01002B3C99C2A05BE74C9A6DC0D83051E7A9) (CD1718082).

* + Motion to approve: Amanda Lubell, 2nd JC Barone
  + Discussions/Corrections:
  + #Approved: 9 Opposed: Other:

4. Proposal from the Department of Social Work

a. [Revise SW 350](https://sharepointapp.wcsu.edu/common/curriculum/_layouts/listform.aspx?PageType=4&amp;ListId=%7b6195A226-2441-4ECE-9E98-5CB8EA69AADB%7d&amp;ID=2190&amp;ContentTypeID=0x01002B3C99C2A05BE74C9A6DC0D83051E7A9) (CD1718109).

* + Motion to approve: Josie Hamer, 2nd JC Barone
  + Discussions/Corrections:
  + #Approved: 9 Opposed: Other:

\*Approval pending the following edit to the prerequisites:

Minimum grade of a “C” or better in Math 100

***Meeting adjourned 10:53am***