Members Present:  
Kalea Benner  
Troy Cooper  
Sarah Kercsmar  
Brian Lee  
Alicia Modenbach (Ex-Officio)  
Dan Morey  
Christina Ritter  
Mary Shake  
Joe Sottile  
Allison Soult  
Amy Spriggs (Chair)  
Tammy Stephenson  
Stephen Testa  
Steven Van Lanen

Members Absent:  
Holly Hapke  
Helen Turner  
Kakie Urch  
Corrine Williams

Guests Present:  
Czar Crofcheck

1. Approval of September 18, 2018 Meeting Minutes  
Approved (one abstention).

2. Proposal Reviews

SAG 201-change – approved: proposed new number will be SAG 310 and will fulfill the written communication component of the GCCR; prereq should be changed

SAG 490-change – approved: will fulfill the oral communication component of the GCCR

Sustainable Agriculture and Community Food Systems BS-new – approved-pending: discussion regarding “track” versus “emphasis” – need to edit narrative throughout to consistently refer to “emphasis”; one of the student learning outcomes requires students to “articulate” – recommend “examine and integrate” instead; revise 2.j on the form to clarify that admissions will be through the university, not the college; 10.c should include information regarding retention and completion

EDS 501DL-new – approved: has been taught under experimental number several times; policy in syllabus regarding a grade of Incomplete is stricter than the Senate Rules – need to verify that this is okay; Legal Action policy is required by state accrediting body and is included on all syllabi in the college

BTH 405-change – approved-pending: course descriptions should match on proposal form and syllabus; boilerplate policies should be updated

ACC 202DL-change – approved-pending: Excused Absences boilerplate should be added to the syllabus (even for a DL course)

AEC 500-new – approved: special topics course; proposer added universal student learning outcomes that will apply to all topics taught under this number

ASC 310-change – approved: revised make-up exam policy according to Ombud’s language
SW 222-change – approved: discussion regarding role-playing assignment – were the only influential people in social welfare women? Students may see this as a gender bias; Kalea Benner confirmed that most influential figures at that time were women; recommend 20% rule be fixed; course description field on the form includes old description and proposed new description (Amy Spriggs deleted old description from the form during the meeting)

3. Updated Syllabus Template

Corrine Williams revised the syllabus template (the revised version has now been posted to the Senate's website), and she also composed language to use when requesting syllabus revisions from proposers regarding the Excused Absences policy. Both the revised syllabus template and the language to be used when contacting proposers have been added to the "Other documents" Dropbox folder for reference.

4. Senate/Board/CPE calendar of meetings

The Senate Council office provided a calendar noting the 2018-2019 deadlines for the submission of new program proposals. This document has been added to the "Other documents" Dropbox folder for reference.

Meeting adjourned at 3:51 pm.
Prepared by Joanie Ett-Mims on October 4, 2018