

CASNR Curriculum Committee Planning and Transition Meeting Minutes
Thursday, May 9, 2013 – 9:00 am.
Country Inn and Suites, 5353 No. 27th Street, Board Room
Lincoln, NE 68521

A	David Aiken, Vice-Chr.	Agricultural Economics	2011-2013
P	Dennis Conley	Agricultural Economics	2013-2015
P	Dann Husmann	AgLEC	2012-2014
P	Walt Schacht	Agronomy and Horticulture	2012-2014
P	Bryan Reiling	Animal Science	2013-2015
P	Melanie Simpson	Biochemistry	2012-2014
P	Rick Stowell, Chair	Biological Systems Engineering	2013-2015
P	Steve Danielson	Entomology	2012-2014
P	Michael Zeece	Food Science and Technology	2012-2014
P	Gary Yuen	Plant Pathology	2011-2013
P	Mark Burbach	School of Natural Resources	2013-2015
P	Bruce Brodersen	School of Veterinary Medicine and Biomedical Sciences	2012-2014
P	John Markwell	CASNR Dean's Office	

Guests: Ben Heinisch, Tiffany Heng-Moss, Steve Waller

Chair Rick Stowell called the meeting to order at 9:03 am.

I. MINUTES from the Previous Meeting – April 26, 2013

Bryan Reiling moved to approve the minutes and Mark Burbach seconded the motion.

Approved

II. NEW Business

A. ALEC 108 – Food in Society – ACE 6 Certify (was approved as a new course by UCC 9/19/12)

Dann Husmann moved to approve and Walt Schacht seconded the motion.

This course is part of the agricultural literacy program.

Approved

B. ALEC 806 – Introduction to Distance Education – Change of name, when offered, addition of ENTO crosslisting, and description

Dann Husmann moved to approve and Mark Burbach seconded the motion.

The committee questioned the Learning Outcome on page 2 and the Evaluation Goal also on page 2. Dann Husmann stated that this was Jim King's class and Doug Golick is now taking it over. Doug will be contacted and asked to make these two revisions.

Approved

C. ASCI 432/832- Genome Analysis – New course

Bryan Reiling moved to approve and Walt Schacht seconded the motion. Bryan explained that the course is primarily a graduate-level course. The committee questioned how the course ties in with existing courses. The committee would like to see this question covered in the justification.

Approved

D. ENTO 401/801 – Insect Physiology – Change of credit hours and description

Steve Danielson moved to approve and Walt Schacht seconded the motion. The committee suggested that CHEM 255 could be added as a prerequisite option. They are separating the lecture and lab into two courses. The lab will be graduate level only.

Approved

E. ENTO 801L – Insect Physiology Lab – New course

Bruce Brodersen moved to approve and Melanie Simpson seconded the motion. Again, CHEM 255 might be added as a prerequisite option. Graduate students wishing to take this course must also take ENTO 801 concurrently.

Approved

F. NRES 260 – Environmental Communication Skills - ACE 1 or 2 Certify (was approved as a new course by UCC 1/25/12)

Walt Schacht moved to approve and Mark Burbach seconded the motion. The committee questioned the prerequisite of ACE 1. This would be true for students wishing to use the course as an ACE 2 course.

Approved

G. Four-Year Plans Needed (see examples from Animal Science and Water Science)

John Markwell distributed the College of Engineering four-year plan. The group discussed:

- Putting this in the Undergraduate Bulletin might be construed as a contract. Need to be explicit that this is just an example.
- Perhaps the Four-Year Plan should be put in degree program websites instead of the Bulletin?
- Need to emphasize that students need to see their advisor (put in bold).

- The committee did not like the Engineering Four-Year Plan format. Tiffany Heng-Moss distributed a sample template given to her by Amy Goodburn, Associate Vice Chancellor of Academic Affairs. Tiffany volunteered to send this template to Curriculum Committee members to use. She will prepare an example for Insect Science and Dann Husmann will prepare an example for Agricultural Education. If you have questions, you can contact Tiffany.
- We need to ensure that courses are available for students as best we can.
- Do we have any information regarding students not graduating in four years? This question might be added to the senior survey prepared by Dann Husmann. He has a 65% to 70% response rate. The results of the survey might be something to put on the CASNR website as well.
- Dr. Markwell would like these Four-Year Plans sent to the CASNR Dean's Office by September 1. The Curriculum Committee will review and approve at their first couple of meetings in the Fall.

H. Selection of Chair and Vice Chair

Bruce Brodersen volunteered to serve as Chair. Dann Husmann made a motion to approve and Melanie Simpson seconded the motion.

Approved

Bryan Reiling volunteered to serve as Vice-Chair. There was a unanimous motion for approval.

Approved

I. Selection of Meeting Day and Time

Fridays at 3:00 was the time available for meetings during Fall semester. The committee will meet twice a month for at least two months to see how the CREQ program is working. The secretary was asked to send out an e-mail to double check for approval of the meeting time.

J. Update from the Dean

- a. The Curriculum Committee needs a policy for approval by the Unit Administrator and the Unit's Curriculum Committee before the CASNR Curriculum Committee acts on a proposal. A draft of a revised Curriculum Action Cover Sheet was distributed. An original signed cover sheet will be required for all actions by the Curriculum Committee.
- b. He is working on a new degree similar to the old "Ag Honors" Degree Program. Students could individualize a four-year program. This will

allow students to move easily into a graduate or doctorate program. Students will be able to develop relationships with outside agencies and employers. There will be more focus on obtaining an internship in the area a student is interested in. Students will be prepared for specific goals they have.

- c. Ronnie Green will be working with the Morrill Scholars program. There will be two colloquiums in the Fall semester and two in the Spring semester. These will be tied to the Heuermann lectures.
- d. AGRI 103 is being revised. Tom Field and Lindsay Hastings are creating a pilot experience for AGRI 103. Jim Brandle will still teach the current AGRI 103 in the Fall. The pilot will focus on problems of the world such as only 42% of food grown reaches people.
- e. The CASNR Faculty Advisory Council discussed requiring students to purchase a passport. The recommendation did not pass but we are providing \$150 global access grants that students can use for purchasing a passport. International students could be given \$150 for a study abroad trip as well. Mike Zeece would like to have a meeting with faculty going on a study abroad trip. Mike has set up a four-day workshop for students going to Ireland for credit hours. The host university will be providing the speakers. He also has recently learned about a credit card available to use for expenses for international travel (such as the athletic teams use). This would be quite helpful for faculty guiding the trips.
- f. Julie Obermeyer is working on "Ensuring Your Future." She will be putting the program online making it more interactive for students. Students could potentially send to employers.

K. Other

Dann Husmann distributed a revised Undergraduate Bulletin copy for Ag Journalism.

The committee discussed the CREQ program. The routing flowchart will be put on the website. The website will need lots of updating – no longer a Form A, revised signature cover sheet, process to follow, etc... Chair Stowell asked each representative how their unit will be using CREQ. Animal Science, Agronomy and Horticulture, Biochemistry, Plant Pathology, and Entomology will be traditional approval (with either a staff member or a teaching coordinator entering materials in CREQ). The School of Natural Resources will let faculty enter material and then it will be approved by the teaching coordinator before final submission into CREQ. Food Science will

use hard copy for approval before a staff person enters information into CREQ. Forensic Science is undecided at this time. AgLEC has faculty members enter material and then they approve and prepare the cover sheet to send to CASNR. Agricultural Economics needs to set up a regular policy. Individuals have been entering materials into CREQ but sometimes without approvals they need. The School of Veterinary Medicine and Biomedical Sciences has faculty members enter materials into CREQ.

Training sessions can be scheduled for departments. Dr. John Markwell will be working with Brooke Glenn to re-program CREQ for CASNR. The signature cover sheet will be required before any actions will be taken by the Curriculum Committee.

Chair Stowell would like to lead an effort to review the CASNR By-Laws over summer. Bruce Brodersen and Gary Yuen volunteered to assist him.

Coordination of the development of new courses was discussed. Instructors should visit with other faculty regarding similarities and redundancy among courses. They might be able to combine issues into one course. The Curriculum Committee should be responsible for oversight of new courses being proposed. Titles of courses can be searched for the same word but descriptions cannot at this time. Perhaps this could be programmed into the system.

Goals for next year:

- Training in CREQ
- Redundancy of courses
- How to implement CREQ

Being no further business, Melanie Simpson moved to adjourn the meeting at 1:15 pm and Mike Zeece seconded the motion.

Approved

Chair Stowell was applauded for his chairmanship this past year.

Secretary,
Carol J. Wusk