

**Approved March 17, 2010**

**College of Arts & Science  
COMMITTEE ON THE CURRICULUM**

**Meeting Minutes  
March 10, 2010**

Present: Linda Angst, Franya Berkman, Diane Crabtree, Julio de Paula, Stuart Kaplan, Tatiana Osipovich, Stephen Tufte, Rishona Zimring, Jayson Estassi, Alex Rihm, Tamara Ko, recorder.

Absent: Paulette Bierzychudek, Jim Bunnelle, Jeff Feld-Gore

The minutes from February 24, 2010 were approved.

Professor Tufte convened the meeting at 3:48pm in the absence of Chair Bierzychudek.

**I. GETF Report**

Professor Kaplan reported that the GETF is continuing their divisional meetings with department chairs. Registrar Crabtree asked if it would be possible for the Committee to preview the discussion material being distributed to chairs – material will be emailed to the Committee.

**II. ISCC Report**

Professor Angst reported that Professor Bob Owens will be leading the East Africa Program next spring while Professor George Austin will be leading the Washington, DC program.

When the program with Brazil is finalized, Associate Director Lucrecia Choto will serve as leader.

Prior to this meeting, the Argentina program was also approved by the Committee via email as an optional substitute for the Chile program.

**III. Course Proposal Subcommittee**

***Economics Department***

*Proposals 09.103 – 09.105, 09.33*

These proposals modify the frequencies of ECON 255, 256 and 265 from alternate years to every third year.

These proposals were unanimously approved as a package.

***Chemistry Department***

*Proposal 09.83*

This proposal removes CHEM 110 as a prerequisite for BIO 221 Marine Biology to increase enrollment access.

This proposal was unanimously approved.

### ***Exploration & Discovery***

#### ***Proposal 09.90***

The *E&D* Program is proposing policies that have actually been in place for some time but are now being officially approved. The proposal consists of seven individual proposals listed in detail below.

#### **I. Core Requirement:**

Students must complete the Core requirement in their first two semesters at Lewis & Clark College.

#### **II. Students With Junior Standing Policy:**

Any student with junior or senior standing who is required to retake a semester of *Core* must instead choose and complete a course from the approved list of core substitute courses.

#### **III. Substitution Completion Policy:**

For those students allowed to take a substitute course, they are required to complete it by the end of their first semester, or before they arrive at Lewis & Clark. For those allowed to take two substitute courses, they are required to do it by the end of their second semesters, or before they arrive at Lewis & Clark. For those required to take two substitute courses, they may take both courses within the same semester, or before they arrive at Lewis & Clark.

#### **IV. Overseas and off Campus Programs Policy:**

No student is allowed to participate in an Overseas or Off Campus program until she has completed CORE 106 and 107 or met the requirements for Transfer Students or met the requirements for Students With Junior or Senior Standing.

#### **V. Incomplete Extension Policy**

In no case will an Incomplete grade in Core be carried longer than six calendar months from the last day of the semester when the course was taken.

#### **VI. Changing Class Sections:**

Any student seeking to change Core sections must have approval from the Program Coordinator for Core. Changes are approved only in cases of special need and when space is available in another section. Changes after the third class are not permitted.

**VI. Requirement for Transfer Students:** Students who transfer to LC in the fall with fewer than 16 semester credits must take both semesters of Core in their first year. Those entering in January must take Core 107 in the spring and Core 106 the next fall. Students who transfer to LC in the fall with 16-28 credits, of which 3 or more credits are from an approved writing-intensive course, must take *either* Core 106 or 107. A student who does not have a transferable writing-intensive course must take *both* Core 106 and 107. Students transferring to LC with more than 28 credits must satisfy the Core 106-107 requirement either by transferring approved writing-intensive courses or by taking two courses from LC's approved writing-intensive course list. Transferred courses and LC's writing-intensive courses used to satisfy the Core 106-107 general education requirement may not be used to satisfy any other Lewis & Clark requirement.

This proposal was unanimously approved.

### ***English Department***

#### ***Proposals 09.93 & 09.94***

These proposals add a prerequisite of senior standing to ENG 401 Advanced Poetry Writing and ENG 402 Advanced Fiction Writing. The English Department aims to control enrollment pressures by allowing more seniors to take this course. The consent of the instructor will continue to be left as an option.

These proposals were unanimously approved.

***Foreign Languages Department – German***

***Proposals 09.60A & B***

These proposals will add the new course of GERM 350 Topics in German Literature and Culture to the curriculum. It will be for students who have already taken a couple of years in German and increases course offerings.

The addition of this course will modify the frequency of GERM 230 German Literature in Translation from annually to alternate years (09.60B).

These proposals were unanimously approved.

***Geology Program***

This will be a summer course offered alternate years; the graduate school currently offers this course for which there is an undergraduate clientele. A separate syllabus is created for the undergraduate students in which the focus is about learning geology as opposed to learning how to teach it.

This proposal was unanimously approved.

***International Affairs Department***

***Proposals 09.53A & B***

These proposals were previously vetted and were sent back to be officially proposed as an actual course change (essentially dropping IA 237 Development: Problems and Prospects and adding IA 238 Political Economy of Development).

These proposals were unanimously approved.

***SOAN Department***

The SOAN Department is proposing to add a new course to its curriculum but the department's newest hire will take up the reduced teaching from a previous course.

It was noted that while this course does satisfy the International Studies GE requirement, it could also be related to the Ethnic Studies minor.

***Proposal 09.102***

This proposal adds SOAN 385 International Migration to the curriculum.

This proposal was unanimously approved.

**IV. Catalog Project**

Registrar Crabtree reported to the Committee that there are currently problems with the College's online catalog: lack of consistency with the print version, the amount of time invested, aesthetic appearances and its environmental impact. After a group of

representatives was convened to look at the current catalog, the company CourseLeaf was chosen to present a draft layout which the graduate school and the College both are currently reviewing.

The decision to convert to an online catalog was made to increase accuracies and consistencies in data management along with improving user experience. The new company would save the College \$43,000 over five years in print and mailing costs.

Courses from Colleague can be directly downloaded into the content management system of CourseLeaf and changes can be easily tracked and managed from the Registrar's Office. CourseLeaf also offers the option of converting sections of the online catalog into PDFs so that faculty members could still receive a printed copy of the catalog.

Dean de Paula added that this is a significant way of improving efficiency and saving cost; editing in this fashion will guarantee information consistency between the online and printed versions of the catalog and also with Colleague.

It was queried whether that was a downside for transitioning to an online catalog, and Registrar Crabtree reported that the College actually receives criticism for the amount of paper it generates, with the printed catalog bearing the brunt of those remarks. Dean de Paula added that many institutions have already converted to an online catalog.

CourseLeaf is not a brand new company but rather a subsidiary of PageLeaf. While it is a relatively new name in the catalog business, it also makes working with them much more efficient. Workshops and/or tutorials will be provided to faculty and staff as part of the transitioning process.

Dean de Paula surmised that a brief presentation of the catalog process will be made at the April faculty meeting.

A quick raise of hands showed that the Committee is generally in favor of the transition.

## **V. Law School Collaboration**

The possibility of cross-listing courses with the law school is being proposed, with both schools having determined a list of possible courses. Professor Tufte noted that first year law courses are really geared towards law students; it seems unanimous from the law faculty that undergraduate students would most likely not benefit. On the other hand, the upper level law courses could be made available which seemed out of process. He also added that it seemed apparent that law students could benefit from some areas in CAS (specifically mentioned were language and sciences) but would those credits count towards the degree requirement?

Dean de Paula clarified that this "proposal" is currently more of a thought piece; if there is no motivation to move forward with this idea at all, then time would not be spent on determining the transference of credits and logistics. While faculty members from both

schools contributed to the course lists, there would need to be some measure of approval before determining a proposal with more substance.

Professor Zimring expressed some reservation about combining the different academic abilities of undergraduate students with law students. She already struggles to accommodate the varying abilities of undergraduate students alone in her classes and would be cautious about allowing law students because it may not be beneficial to the entire class. If this proposal were to move forward, it should be with the utmost circumspection and the focus of preserving the undergraduate learning.

On the other side, both Professors Osipovich, Tufte, and Angst expressed positive curiosity for combining law students with their own students; Professor Osipovich herself has had several law students and professors in her courses and thought it was extremely beneficial; everyone is essentially at the same level when starting in foreign languages.

Professor Tufte noted that there is clearly interest in discussing this possibility and asked Dean de Paula about a possible timeline. Dean de Paula responded that it is important to have a discussion and then figure out which direction to move towards; it would also be important to receive feedback from students.

Mr. Estassi asked what the rationale had been for determining the final list of courses and Dean de Paula said that there was no scientific mechanism for the list generation; he had sent out a call to the faculty who had then responded with optional courses.

Discussion about possible collaboration with the law school will resume at a further date.

The meeting was adjourned at 5:01pm.