Participants

Members: Stacey Brown, Lakesha Butler, Igor Crk, Debra Jenkins, Nancy Lutz (Chair for today FSCC Delegate), Debbie Mann, Laurie Rice, Benjamin Webb, Jason Williams

Absent: Lenora Anop, Ramana Madupalli, Eric Ruckh

Student Senate Members: Mallory McCune and Kiana Stevenson

Ex-Officio Members: Scott Belobrajdic (excused), Laura Strom, Mary Etling, Maureen Bell-Werner, Erin Behnen, Zenia Agustin, Matt Schunke

Meeting called to order at 2:31 pm

1. Announcements
   Sorin Nastasia is the chair of the Curriculum Council for this academic year.
   New FSCC members need to complete Open Meetings Act training at http://foia.illattorneygeneral.net/electronic_foa_training.aspx. New Council members have 90 days. Following successful completion of OMA training, please forward a copy of the .pdf file to Vicki Kruse (vkruse@siue.edu).

2. Election (Appointment) of Secretary
   Stacey Brown will be the secretary for the Fall, still need a volunteer for Spring semester.

3. Consideration of Minutes
   21 April 2016 – Approved with changes noted for departments under Section 2 (Curt Lox) and fixing spelling error of Lenora Anop.

4. Reports
   a. Standing Committees and Operations
      i. Undergraduate Programs Committee
         a. Chair – Igor Crk
         b. Members – Lakesha Butler, Debbie Mann, Laurie Rice, Chris Leopold
      ii. Undergraduate Courses Committee
         a. Chair – Jason Williams
         b. Members – Debbie Jenkins, Nancy Lutz, Benjamin Webb, Ram Madupalli, Chris Leopold
      iii. General Education Committee
         a. Members – Matt Schunke, Zenia Agustin, Laura Strom
            a. Appointed by General education committee operating papers.
         b. Report: The General Education Committee has had one meeting since the last report. The following details the business done at the last meeting.
            Student Appeals: The committee approved 1 student appeal for Oral Communication and US Cultures.
            Other Business -- The committee approved a new Freshman Seminar designation for a program that pairs AD 115 and ACS 101.
            Future Business -- The committee has received and will review a proposal for a redesign of QR 101.
      iv. Academic Standards and Policies Committee
         a. Chair – Stacey Brown
      v. Committee on Assessment – Nothing to report
   b. Additional Reports
      i. Enrollment Management – Nothing to report
      ii. Registrar – Laura Strom
         Summer 2017 class schedules are due back from departments on September 26
Fall 2017 class schedules will be due back from departments on October 17.
A course note has been added to all Winter Session classes. It appears in red to draw attention
to the fact that it takes place between fall and spring terms.
Question asked about the future of winter session – Erin Behnen reported that it is still in pilot
stage and still gathering data.

iii. Educational Outreach – Nothing to report
iv. Academic Advising – Nothing to report
v. Academic Innovation and Effectiveness – Erin Behnen
EZ Forms. See information at end of minutes.

6. New Business
   a. Graduation Requirements 1F1 (first read; discussion)
      GPA requirements: Not a change in practice, just keeping consistent with using only
courses completed at SIUE. No transfer GPA included, it is used for classification, but does
not count towards GPA. Question about study abroad courses: not a problem if the course is
SIUE-affiliated, but if it is from other places it will count toward credit hours, but not
towards GPA.
      Dual major vs. second degrees: Language change to make clearer. Dual major will
have same degree title (Bachelor of Science) and two majors listed. Second degree is
defined as a different degree (BS and Bachelor of Social Work) or additional degree.

   b. Revisions to Policy 3C2: Student Rights and Conduct (first read; discussion)
      SIUE has applied for authorization to National Council for State Authorization Reciprocity
Agreements (NCSARA) for online education to students in any state that is a member of SARA.
This allows for online courses to meet standards and have explicit statements about misconduct.
SIUE will now be abiding by national guidelines. Various changes to the Student Academic Code
in Student Rights and Conduct.

7. Public – No public comment

8. Adjourn at 3:40pm – Zenia motion, Jason seconds, unanimous approval

Next Meeting is October 20 at 2:30 in University Club
How and When to Use EZ Forms

90C EZ and 91A EZ

These forms are meant to decrease time for approval of course changes and program changes when changes are minor. Information below outlines how the forms should be submitted and when the forms should be used.

Form Submission

Once the form is completed and signed by the Department Chair, the Dean of the School/College, and the Dean of the Graduate School (if the change is to a graduate course or program), the form should be sent to Academic Scheduling (via campus mail, Campus Box 1047, or via email attachment to academicscheduling@siue.edu). Once complete, the forms will be entered into the Provost’s SharePoint site and will be stored in the Office of the Provost.

Course Changes (90C EZ)

- This form may only be used to make changes to existing courses.
- Use this form for the following changes:
  - Course title (as long as there are no changes to course content)
  - Maximum accumulation of credit allowed for the course
  - Grade type (e.g., letter grade to pass/fail)
  - Schedule type (e.g., lecture, laboratory, clinical, studio, etc.)
  - Co-requisite course requirements (a letter of collation is required when the co-requisite course affects another department or program)
  - Catalog Description (when there are no changes to the course content)
  - Prerequisite and/or minimum grade/test score (a letter of collation is required when the prerequisite affects another department or program). Prerequisite changes that may use the 90C EZ include changes to:
    - prerequisite courses when the course and the prerequisite are both offered by the same department.
    - clarify to “allow concurrency” on prerequisite requirements.
    - add minimum grade requirements on prerequisites that are not higher than a C.
    - align prerequisites and degree attributes for cross-listed courses.
    - replace prerequisites that have been eliminated, are no longer offered, or to replace with an equivalent course.
  - Make changes to the “Consent Required” restriction

Program Changes (91A EZ)

- This form may only be used to make changes to existing programs.
- Use this form for the following changes:
  - Program elective or course requirements including:
    - Modifying elective lists (a letter of collation is required when the elective is in a different department than the program)
    - Reducing open elective requirements that does not result in a change to the total credit hours of the program
    - Replacing courses that have been changed (e.g., PHYS 211 to PHYS 151)
  - Undergraduate program admission or entrance requirements when the revisions do not change the existing minimum requirements, including:
    - Adding an option for Direct Entry of Freshman
    - Adding an option for Direct Entry of Transfer Students