



The University of Vermont
FACULTY SENATE

**Curricular Affairs Committee of the Faculty Senate
Minutes**

Thursday, October 5, 2019, 4:15 – 6:15 pm

Present: Professors Almstead, Dale, Chittenden, Emery, Everse, Gewissler, Goodwin, Hibbeler, Ivakhiv, Kervick, Monsen, Rosebush, Seidl, Sisk, Strickler, Tomas, Ultsch, and Graduate Student Senate Representative Lindsay Worley, and Student Government Association Representative Meagan Cummings

Absent: Professor Garrison, Hazelrigg, Nichols, Teneback,

Guests: J. Dickinson, Cindy Forehand, Beth Taylor-Nolan

Chair Almstead called the meeting to order at 4:19 pm in 427A Waterman.

- I. **Approval of the Minutes.** The September 5, 2019 minutes were approved as written.
- II. **Chair's Remarks** – Laura Almstead stated that she will not have actions to report to the Board of Trustees at the October 25th meeting. Although there has been a light workload for the CAC in September and October, there are several items in the pipeline.
- III. **Reports** – none at this time
- IV. **APR Reports** – none at this time
- V. **Other Business:**
 - A. **Ecological Agriculture Major & Minor name change, CALS (vote).** Laura Almstead reported that the College of Agriculture and Life Sciences, Department of Plant and Soil Science has requested a name change for the Major and Minor in Ecological Agriculture to a Major and Minor in Agroecology. These proposed name changes are requested to bring better understanding of the program content to potential students, as well as faculty interested in research. No changes to course requirements, course numbers, or course prefixes are included in this request. The Department faculty voted unanimously for this change, and it was approved by the CALS curriculum committee, faculty, and Dean.

Motion: Sharon Ultsch moved to approve the Ecological Agriculture Major & Minor Name Change to Agroecology in the College of Agriculture and Life Sciences.

Vote: 19 Approve, 0 Oppose, 0 Abstain

B. Behavioral Change Health Studies Minor update – Laura Almstead reported that the requested assessment update from the Behavioral Change Health Studies (BCHS) Minor was submitted on time and included multiple short documents. Discussion included concerns about the role of the CAC, the increase of the LCOM undergraduate footprint, the appropriate assessment for minors, and the rationale behind the CAC providing guidance to this minor. Laura will bring concerns about the increase in COMU courses (the original list of nine COMU courses has increased to 15 COMU courses) to the Educational Stewardship Committee. Laura stated that the assessment process for the BCHS minor is in place and although they are moving in the right direction, need time to collect data. Laura will respond to the BCHS with a request for another update on September 14, 2020. The update should include the yearly summary, as well as a summary of the fall and spring direct assessments, and the summary or results and findings of the specific course evaluations, and future plans or changes based on the assessments they have done so far.

C. Revisions: Laura Almstead highlighted the document revisions, and described the rationale for changes. Any mention of “research endeavor” and “institutes and centers” has been removed. Research endeavors are not defined entities at UVM. Institutes and Centers cannot offer curriculum – they must partner with the department. Documents revised include:

- New Program Proposal Coversheet (vote)
- Guidelines for new programs (vote)
- Guidelines for substantial revisions (vote)
- Substantial revisions definitions and approval process (vote)
- Guidelines for terminations (vote)

Motion: Colby Kervick moved to approve the revisions as presented.

Vote: 17 Approve, 0 Oppose, 0 Abstain

D. Update – Multi-Unit Programs Definitions & Review Process Draft. Laura Almstead reported that this effort is on hold for now.

E. Update – Development of guidelines for reactivating dormant programs. Laura Almstead stated that although there is a process for terminating a program (contested or uncontested), there is not process for deactivating a program. Deactivation would remove a program from the catalogue, allowing time for a unit to determine if the program can/should be reactivated. J. Dickinson has conducted research on best practices for deactivation of programs, and will work with Laura to modify the existing guidelines for termination (contested and uncontested) of a program, and to create guidelines for deactivation (contested and uncontested) of a program. The proposed process is that if a unit decides to deactivate a program, it may remain deactivated for 5-years. After 5-years there would be 3 choices: 1) terminate, 2) reactivate, or 3) submit a memo with a plan. A draft of the updated termination guidelines and new deactivation guidelines will be provided at the November CAC meeting.

VI. New Business: none at this time

VII. The meeting adjourned at 5:09 p.m.