



TO: Members of College Council

FROM: Jan Rund, Executive Assistant
College of Health & Human Services

RE: **COLLEGE COUNCIL MEETING MINUTES (unapproved)**
September 6, 2016

Call to Order - Dr. Scott Zimmerman, Chair of CHHS College Council, called the meeting to order at 3:30 pm in PROF 105.

Attendees: Dr. Scott Zimmerman (BMS) - Chairperson; Dr. Helen Reid (CHHS Dean); Dr. Wafaa Kaf (CSD); Dr. Melinda Novik (KIN); Dr. Rose Utley (NUR); Dr. Patricia Cahoj (PT); Dr. Lisa Hall (PSY); Dr. Amanda Keys (SWK); Dr. David Carr (SMAT) Ms. Kennia Merlos (SGA – SMAT); Ms. Jan Rund (CHHS Exec. Asst.)

Absent: Ms. Kim Wagner (PAS)

Welcome

- Scott welcomed everyone and brief introductions were given by each attendee.
- Mike Foster, Faculty Senate Chair, was unable to attend this meeting. He plans to come to our October 11th meeting.
- It was agreed by all to view proposals prior to meetings electronically rather than receiving paper copies. Jan will email committee members instructions for viewing proposals online.

Discussion

- Scott read the “charge” from Faculty Senate.
- Rules of order for our meetings were reviewed.
- Scott asked that committee members review the “substantive vs. non-substantive” guide sheet and pass the information along to respective department.

Approval of Minutes - David Carr moved to approve the April 12, 2016 minutes. Melinda Novik seconded the motion. Vote was taken and motion unanimously approved.

Curricular Proposal Changes:

Kinesiology

REC 307 Outdoor Pursuits – Land
REC 309 Outdoor Pursuits – Water

New Course
New Course

REC 307 and REC 309 were considered together. Melinda Novik moved to accept the new course proposals. David Carr seconded the motion. Following discussion, Melinda Novik moved to lay the proposals on the table, seconded by David Carr. Melinda Novik will provide the committee's suggested changes to curricular proposal originator.

REC 305 Meeting Planning

Course Change

REC 305 was submitted as a non-substantive course change; however, the change is substantive. David Carr moved to accept the course change. Motion was seconded and approved. The proposal originator will be notified to amend the curricular proposal.

Curricular proposals forwarded to Graduate Council for approval – FYI only:

Kinesiology

Health Promotion and Wellness Management

Program Change

Psychology

Applied Behavior Analysis-MS

Program Change

Graduate (non-substantive) curricular proposal forwarded to Graduate Council for approval – FYI only:

Communication Sciences and Disorders

CSD 795 Advanced Clinical Practice

Course Change

Old Business - None

New Business - Discussion was held about how departments approach the curricular proposal process. Some departments have curricular proposal committees through which the proposals are approved before submitting to College Council. It is a great help when departments send the proposal originator and/or appointed person to the College Council meeting to answer any questions that arise about the submitted proposal(s).

Adjournment - David Carr moved to adjourn the meeting. Melinda Novik seconded the motion. Vote was taken and motion unanimously approved. Meeting adjourned at 4:31 pm.

jkr