

CANR Curricula and Courses Committee
Meeting Minutes - Final
November 1, 2013
1:00 pm Room 209 WBY

- I. The meeting was called to order at 1:08 pm by Chair Mike Darre.
 - a. Members present: Marilyn Altobello, Rhonda Brownbill, Mike Darre, George Elliott, Sal Frasca, Susan Gregoire, Mark Rudnicki

- II. The minutes of October 18, 2013 were corrected to fix errors on motion CANR CC 13-14-19. The minutes were approved as revised.

- III. Old Business:
 - A. None

- IV. New Business:
 - A. The Plant Science and Landscape Architecture Department proposed the following:
 1. ADD: HORT 3740. Landscape Construction Effective Fall 2014
Proposed Catalog Copy:
HORT 3740. Landscape Construction
Three credits. Two lecture periods per week and seven 4-hour outdoor laboratories per semester. Taught jointly with SAPL 740.

Principles and techniques used to build landscape structures including patios, walls, walkways, water features and green roofs.

(NOTE: It was recommended that the information listed on the CANR guidelines on preparing syllabi be added to the syllabus.)

MOTION PASSED CANR CC 13-14-33

- B. The CANR C&C committee proposes the following revision/addition to the CANR By-Laws of May 4, 2012, section on CANR C&CC Guidelines for operation Proposals:
 1. Electronic Voting:
Electronic voting by the CANR C&C Committee on course proposals or other business is restricted to the minutes of the meetings and special topics courses. Special topics courses will only be accepted for an electronic committee vote when they have been submitted for approval by a CANR CC Committee member. Submissions must be received by the CANR C&C Committee Chair prior to August 1.

Current Copy:
The C&C Committee will meet monthly or as necessary on the call of the chairperson during the academic year. The authority for final approval for Committee items will rest with the C&C Committee. Items will not be brought before the Faculty Council or full faculty except in cases where the issue is considered controversial and one or more committee members request review by the College faculty. C&C Committee business items will be posted electronically one week prior to the meeting. C&C Committee decisions will be posted electronically within one week of the meeting date. Minutes of the meetings shall be

maintained by the Chairperson or designee. All appointed members shall be voting members of the C&C Committee. In all cases a simple majority rules.

Proposed Copy:

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(NOTE: Changes are highlighted in yellow)

MOTION PASSED CANR CC 13-14-34

2. The CANR C&C committee proposes the following revision/addition to the CANR By-Laws of May 4, 2012 section on the CANR C&CC Duties and responsibilities

Current Copy:

3. Curricula and Courses Committee

Duties and responsibilities

The Curricula and Courses (C&C) Committee reviews and establishes undergraduate and graduate program objectives, curricula, and requirements. The C&C Committee prepares rules and guidelines within the jurisdiction of the College on curricula and course submissions from the departments within the College at the undergraduate level, reviews all curricula and course submissions for appropriateness of meeting the overall educational mission of the College, reviews all experimental course offerings, and reviews all course submissions for completeness. The College C & C will be notified of any graduate C&C issues that are submitted to the Graduate School by Departments and/or graduate faculty.

Proposed Copy:

3. Curricula and Courses Committee

Duties and responsibilities

The Curricula and Courses (C&C) Committee reviews and establishes undergraduate and graduate program objectives, curricula, and requirements. The C&C Committee prepares rules and guidelines within the jurisdiction of the College on curricula and course submissions from the departments within the College at **both** the undergraduate **and graduate** level, reviews all curricula and course submissions for appropriateness of meeting the overall educational mission of the College, reviews all experimental course offerings, and reviews all course submissions for completeness. ~~The College C & C will be notified of any graduate C&C issues that are submitted to the Graduate School by Departments and/or graduate faculty.~~

MOTION PASSED CANR CC 13-14-35

NOTE: The changes to the CANR by laws will also be incorporated into the CANR C&CC by laws.

V. Report from Academic Programs:

A. None

VI. Other Business: None

VII. Time and Place of next meeting. 1:00 pm on Friday, December 6, 2013, Room 209 WBY

VIII. The meeting adjourned at 1:47 pm.