Minutes
UWT Curriculum Committee
February 18, 2003

Committee convened February 18, 2003 2:00 p.m., WCG 405. Present: Brian Coffey (Urban Studies, 2003), Diane Kinder (Education, 2003), Janice Laakso (Social Work, 2003), Kären Landenburger, Chair (Nursing, 2003), Charles Lord (Library, ex-officio), Patrick Pow (Information Technology, ex-officio), Deirdre Raynor (IAS, 2004), Richard Stackman, (Business, 2004). Absent: George Mobus (Computer & Software Systems, 2004). Terms expire in June of the year indicated.

I.   Minutes from January 21, 2003 were approved as written.

II.   Review of Course Proposals

    A.   Course Applications, Business
        The following course was approved and forwarded to Jack Nelson for his signature.
        1.   TACCT 501 Accounting Fundamentals for Decision Makers, temporary new course
        The following courses were approved pending changes to the application.
        1.   TBUS 532 Technology Management, temporary new course
            Justification: Change "overviews" to "presents an overview of …." Delete last sentence: "In this coming spring quarter …." The phrase may raise unneeded questions.
            Resources: Delete *Additions to Library*….
        2.   TIS 555 Topics in Managing Technology: Decision Making and Information Technology, permanent new course
            Justification: change organizational to organization. Add expertise after this.
            Catalog description: Sentence two: explain what kind of cognitive, social and political dimensions. Drop "Projects will be used…."
            Syllabus: Page 4: Grade appeal procedure must follow UWT guidelines. Suggest that you state that students see the UWT catalog < http://www.tacoma.washington.edu/catalog/policy_grading.html>. Attendance in class cannot be required. Suggest you change to "Class Participation" and change entry accordingly. Drop "An absence will not…"

    B.   Course Application, Computing & Software Systems
        The following courses were approved pending changes to the application.
        1.   TCSS 600 Independent Study or Research in Computing and Software Systems, temporary new course
            Course Title: Suggest "Independent Study in Computing and Software Systems." Independent study can include research. Research does not necessarily include independent study. If you want a course for both submit two applications.
            Justification: Look at what is required in a justification on the curriculum web page for the UW system < http://staff.washington.edu/uwcr/instructions.html>. Indicate the need for this course and discuss concerns that this need is not currently being met by existing courses. It is important that information be given regarding the way this course will enhance the total curricular offerings of your department.
            Catalog Description: You may not list "permission of instructor." If you want to limit student enrollment in a way not listed on the curriculum web page <http://staff.washington.edu/uwcr/prereq.html>, you must use entry codes.
            Credits and Hours: Change outside hours to 2-20.
        2.   TCSS 697 Internship in Computing and Software Systems, temporary new course
            The committee would like to know if there is a policy in Computing and Software Systems that states that students may not received payment for work completed during an internship.
            Justification: Look at what is required in a justification on the curriculum web page for the UW system < http://staff.washington.edu/uwcr/instructions.html>. Indicate the need for this course and discuss concerns that this need is not currently being met by existing courses. It is important that information be given regarding the way this course will enhance the total curricular offerings of your department.
            Catalog Description: See application form for editorial changes. You may not list "permission of graduate advisor." If you want to limit student enrollment in a way not listed on the curriculum web page < http://staff.washington.edu/uwcr/prereq.html>, you must use entry codes.
            Credits and Hours: Change outside hours to 2-20.

3. TCSS 699 Design Project in Computing and Software Systems, temporary new course
Justification: Look at what is required in a justification on the curriculum web page for the UW system < http://staff.washington.edu/uwcr/instructions.html>. Indicate the need for this course and discuss concerns that this need is not currently being met by existing courses. It is important that information be given regarding the way this course will enhance the total curricular offerings of your department.
Catalog Description: You may not list "permission of graduate advisor." If you want to limit student enrollment in a way not listed on the curriculum web page <http://staff.washington.edu/uwcr/prereq.html>, you must use entry codes.
Credits and Hours: Change outside hours to 2-20.

4. TCSS 700 Master's Thesis in Computing and Software Systems, temporary new course
Justification: Look at what is required in a justification on the curriculum web page for the UW system < http://staff.washington.edu/uwcr/instructions.html>. Indicate the need for this course and discuss concerns that this need is not currently being met by existing courses. It is important that information be given regarding the way this course will enhance the total curricular offerings of your department.
Catalog Description: You may not list "permission of graduate advisor." If you want to limit student enrollment in a way not listed on the curriculum web page <http://staff.washington.edu/uwcr/prereq.html>, you must use entry codes.
Credits and Hours: Change outside hours to 2-20.

The following course was rejected and must be resubmitted to the committee for approval
1. TCSS 440 Formal Models in Computer Science, temporary new course
What is the title for the course? The names on the course application and the course syllabus are not the same. It does not seem as if the syllabus submitted fits with the course description.
Justification: Drop, "Students typically…"
Catalog Description: change "l" in languages to lower case. Last sentence should read: Includes models….

C. Course Applications, Education
The following course was approved and forwarded to Jack Nelson for his signature.
1. TEDUC 578 Group Leadership in Educational Administration, temporary change
The following course was approved pending changes to the application.
1. TEDUC 568 Technology Leadership and School Change, temporary new course
Course Title: Drop comma after technology.
Justification: Drop, "This course …Special Topics. Look at what is required in a justification on the curriculum web page for the UW system < http://staff.washington.edu/uwcr/instructions.html>. Indicate the need for this course and discuss concerns that this need is not currently being met by existing courses. It is important that information be given regarding the way this course will enhance the total curricular offerings of your department.
Catalog Description: Note editorial changes on original application.
Syllabus: Change title to match application. References are listed in an inconsistent manner.
References should be put in a format appropriate for the discipline.

D. Course Applications, Interdisciplinary Arts & Sciences
The following courses were approved pending changes to the application.

1. TCSIUS 457 Nonprofit Capstone, permanent new course
Credits and Hours & Syllabus: the course needs some clarification in regards to evaluation of student work. If students are required to participate in an internship please clarify why they are not receiving credit for participation in the internship. As the course is written, a student can receive a passing grade in the paper and not have participated adequately in the internship and still pass the course.
2. TIBCUS 460 African-American Religious History, permanent new course
Resources: Is the last sentence relevant to the course? If not, delete. If so, the relevancy should be lined with something in the course syllabus.
3. TIBCUS 465 African-American History 1945-Present, permanent new course & TSMUS 467 United States History 1945-Present, permanent change
Note editorial change for TIBCUS 465Make a clear distinction between the two courses.

E. Course Applications, Nursing
The following course was approved pending changes to the application.

1. THLTH 485 Critical Issues in Global Health, permanent new course
   Justification: Note editorial change.
   Catalog Description: Add "X" by I&S. Double space description.

F.   Course Application, Social Work
     The following courses were approved and forwarded to Jack Nelson for his signature.
     1. TSOCWF 390 Introduction to Social Welfare Research, permanent new course (Note editorial changes)
     2. TSOCWF 415 Practicum, permanent new course

G.   Course Application, Urban Studies
     The following courses were approved and forwarded to Jack Nelson for his signature.
     1. TURB 322 Land Use Planning, conversion of a temporary new course
     2. TURB 450 Sustainable Development, conversion of a temporary new course
     The following courses were approved pending changes to the application.
     1. TURB 314 Gender and the Urban Landscape, conversion of a temporary new course
        Syllabus: Participation and attendance: You may not require class attendance. Delete: "Students are required…. affect your grade." Students may be graded on class participation.
     2. TURB 316 Cities and Citizenship, conversion of a temporary new course
        Credits and Hours: Make student evaluation methods match between application and syllabus.

III.   Meeting adjourned