

**University of Washington, Tacoma**  
**Curriculum Committee**  
**Minutes**  
**Wednesday, January 21, 2009, 12:30**

**Present:** Brian Coffey, Kent Nelson, Dan Zimmerman, José Rios, Tom Diehm. **Absent:** Ruth Rea, Divya McMillin. **Guests:** Bobbe Miller-Murray, Patrick Pow

**1. Approval of Minutes**

Minutes from the 12/10/08 meeting were approved.

**2. Course Applications**

**TCORE 102:** Change approved with following conditions. Per form instructions, this course needs a new Abbreviated Title. The committee suggests: Intro to Science. Please correct and return directly to José.

**TECON 100:** Change approved with following conditions. In fact, this does represent a change in the catalog description content (even if it's only a clarification). Therefore, please delete the phrase in the Justification indicating there is no change in the Catalog Description. Also, check off "Change Course Description" under section #1. Please correct and return directly to José.

**TPOLS 368:** Change approved with the following conditions. It is too late to make this change to Spring 2008, we assume you mean 2009. There are two typos in the Justification: "unaward" (change to "unaware") and in the final phrase, change "abbreviate" to "abbreviation." Please correct and return directly to José.

**TSOCWF 425:** Change approved with the following conditions. List the course as being jointly offered with TCSIG 425 in the upper right corner of the form. In the Justification, you've used the same paragraph as in TCSIG 425, but which makes no sense in this context. Please change it, specifically: change the phrase "existing TSOCWF 425" to "the new TCSIG 425"; change "Janice Laakso" to "Katie Baird" and "Social Work Program" to "IAS program." Further along in the Justification, please drop the word "welcome." Please correct and return directly to José.

**TSMUS 225:** Course drop approved as is.

**TCORE 110 and TUNIV 110:** These two courses are being offered jointly, but for administrative reasons are submitted both separately and as a joint offering. This was explained by the Registrar, and is approved as is.

**TSOCWF 426:** New course approved with the following conditions. There are several typos in the Justification, specifically: change "students" to "students'" (add apostrophe following the last

's'); drop "a" before "key." Change the final phrase to: "social welfare students' knowledge bases need to be strengthened." Please correct and return directly to José.

**TCRIM 433:** New course approved with the following conditions. The Abbreviated Title is difficult to decipher; we recommend: Interven w/Victims. There are two typos in the catalog description: in the final line, drop the "s" from facilitates and the "s" from assists. Also, please add the appropriate grading scale to the syllabus. Please correct and return directly to José.

**TCXIN 410:** New course approved with the following conditions. The Abbreviated Title is 20 characters and needs to be reduced to 19. Recommendations include: Pstcolonial Fiction, or Postcolonial Fict (department discretion). In the Justification and Catalog Description please put all references to "postcolonial fiction" or "theory" in lower case. Only the actual title of the course should be capitalized. Please correct and return directly to José.

**TCSIG 425:** New course approved with the following conditions. Include this as being co-offered with TSCOW 425 in the upper right hand corner of the form. In the Justification, remove the word "welcome." In the Catalog Description, drop the "s" from "influences." The syllabus for this course appears to be a "cut-and-paste" of TSOCW 425 and needs to be changed to represent the true syllabus. For example, while Dr. Baird's name is listed as the instructor on the syllabus, the email address provided is for Dr. Laakso. Please review this entire syllabus for such errors. Please correct and return directly to José.

**TSMIN 350:** New course approved with the following conditions. The effective date for this course now must be "spring 2009" not winter. José will make this change and forward the application.

**NOTE: Has the prefix "THLEAD" been requested by Nursing for this program and these courses? If not, this needs to be accomplished through a memo to José. Ruth, please check on this at your earliest convenience.**

**THLEAD 360:** New course approved with the following conditions. It was recommended that all the Abbreviated Titles for this program be consistent. Hence, for this course it is recommended the Abbreviated Title be changed to: HC LDSHP STRATEGIES. The learning objectives in the syllabus are presented incorrectly grammatically. It is suggested that all the objectives in both the syllabus and on the application form be changed to a "singular" form. E.g., "students should be able to: 1) compare and contrast..." It was noted that the grading scale in the syllabus does not reflect the actual grading scale in use by the University. Please double-check this and make corrections as needed. Please correct and return directly to José.

**THLEAD 380:** New course approved with the following conditions. It was recommended that all the Abbreviated Titles for this program be consistent. Hence, for this course it is recommended the Abbreviated Title be changed to: HC ANAL FIN DEC. The Catalog Description needs to be edited down to no more than 50 words. It was noted that the grading scale in the syllabus does not reflect the actual grading scale in use by the University. Please double-check this and make corrections as needed. Please correct and return directly to José.

**THLEAD 420:** New course approved with the following conditions. It was recommended that all the Abbreviated Titles for this program be consistent. Hence, for this course it is recommended the Abbreviated Title be changed to: HC ACCRED & LEGAL. In the course description, please change the initial sentence to: “Provides an opportunity to apply theory to a work environment...” Please double-check this and make corrections as needed. Please correct and return directly to José.

**THLEAD 480:** New course approved with the following conditions. It was recommended that all the Abbreviated Titles for this program be consistent. Hence, for this course it is recommended the Abbreviated Title be changed to: HC LDSHP FIELDWORK. Also under section 1, please check off “Permanent CR/NC grading only”. The learning objectives in the syllabus are presented incorrectly grammatically. It is suggested that all the objectives in both the syllabus and on the application form be changed to a “singular” form. Please correct and return directly to José.

### **3. Online Course Application Update**

Jose reported on the decision to drop the Sharepoint pilot project of electronic application submission. It has been too cumbersome and nonresponsive and has not been what we had hoped it would be. Based on a meeting with James Woods and several other folks who have worked with the Sharepoint project, Catalyst is being looked at as an alternative. Patrick reported that there are a couple of options with Catalyst (specifically, Go Post and/or Collect It) that seem the most promising. They will continue to explore Catalyst as an option and proceed from there. More updates to follow.

### **4. Next meeting**

February 18, 2009 at 12:30

### **5. Adjournment**

The meeting adjourned at 1:30 p.m.

Respectfully submitted,  
Tom Diehm, PhD, MSW  
Committee Member