

**University of Washington, Tacoma**  
**Curriculum Committee**  
**Minutes**  
**Wednesday, April 25, 2007, 12:45 p.m.**

**Present:** Kent Nelson, Erica Coe (*ex officio*), Tom Diehm, Emily Ignacio, Patrick Pow (*ex officio*), Sam Chung, Bobbe Miller-Murray (*ex officio*), Jose Rios. **Absent:** Kären Landenburger, Brian Coffey.

**1. Minutes from 3/14/07**

The minutes from the 3/14/07 meeting were approved.

**2. Course Applications**

TNURS 310: Approved with change of effective date to 2008. Jose will make this change.

THLTH 372: Approved with deletion of “one field trip” from catalog description. Jose will make this change.

THLTH 470: Approved as submitted.

TNURS 430: Approved with deletion of “is a” from 3<sup>rd</sup> line of Justification. Jose will make this change.

TNURS 470: Approved as submitted.

TFIN 522: Approved as submitted.

TMGMT 557: Approved as submitted.

TBUS 570: Approved as submitted.

TESC 121: Approved with change in Catalog Description to: “Prerequisite: TQS 124 (may be taken concurrently)”. Jose will make this change.

TESC 122: Approved with change of effective date to 2008; and change in Catalog Description to: “Prerequisites: TESC121 or equivalent; TQS 125 (may be taken concurrently)”. Jose will make these changes.

TESC123: Approved with change of effective date to 2008; and change in Catalog Description to: “Prerequisites: TESC122 or equivalent; TQS 126 (may be taken concurrently)”. Jose will make these changes.

TPOLS 201: Approved as submitted.

TPSYCH 420: Approved with changes to the Incomplete and Grading policy sections of the syllabus to reflect University policy, suggesting that students simply be referred to the catalog for information. These changes should be made by the submitting instructor and can be returned directly to Jose.

TPSYCH 421: Approved with changes to the Incomplete and Grading policy sections of the syllabus to reflect University policy, suggesting that students simply be referred to the catalog for information. These changes should be made by the submitting instructor and can be returned directly to Jose.

TCOM 257: Approved with change to 2<sup>nd</sup> line of justification dropping “n” from “Ethnical” changing it to “Ethical.” Jose will make this change.

TCOM 258: Approved as submitted.

TCXG 272: Approved as submitted

TCXG 371: Approved as submitted

TCORE 100: Return to General Education program for substantial revision. Jose will meet with staff about this course.

TUNIV 100: Return to General Education program for substantial revision. Jose will meet with staff about this course.

### **3. Policy Change for Temporary Course Applications**

Without giving us appropriate notification, the Curriculum Committee in Seattle made the decision to no longer automatically approve temporary courses from the Tacoma campus effective Summer, 07. Alan Wood will be talking with them about withdrawing that decision and extending the approval process through December, 2008. He will remind them that these courses receive full review from the UWT Curriculum Committee, and that given our growing lower division population, the continuation of the policy is in everyone’s best interests.

### **4. Curriculum Committee Deadlines for 2007-08**

Jose will create a template for UWT deadlines for both new course applications and change applications that mesh with the UWS deadlines. He will then post the schedule to the UWT Curriculum Committee webpage so it is easily available to Program Administrators. It is also likely we will need a Summer ’07 meeting of any committee members under contract to review courses that may need to be offered in Autumn ’07.

### **5. Curriculum Committee Membership for 2007-08**

Jose will check with all programs to make sure any committee members who are revolving off are replaced. Tom indicated that we would remain for another 2-year term and agreed to continue minute-taking for another year. Jose indicated he would remain as Chair for another year. At this point, it appears the only uncertainty is from Urban Studies.

## **6. Other Issues**

- a) Patrick let us know that the “Turn It In” program to detect plagiarism is being piloted in seven classes this quarter. If it is made a permanent option on campus, he will include a paragraph on the webpage to which we already refer students about inclement weather, etc. for detailed information about the program and how it is used.
- b) The plan for on-line submission of course applications has been presented to the Registrar’s office in Seattle and they have approved piloting it on the UWT campus. It still needs some alterations after the change in forms that UWS instituted, but Patrick is hopeful it will be done by the end of the quarter.
- c) It was suggested by Tom that someone from the General Education office be invited to serve in an *ex officio* capacity on the Curriculum Committee so they have a greater understanding of the process and procedures of the group to which they are submitting course proposals. Jose will discuss this with Beth Kalikoff.

## **7. Next Meeting**

The meeting scheduled for May 23, 2007 at 12:45 in CP 206 conflicts with the campus Recognition Day event. Jose will send out an email to see if the committee can meet at Noon on that day in order to avoid conflict with the other activity (especially since our own Kent Nelson will be recognized as Faculty of the Year).

The meeting adjourned at 1:40 p.m.

Respectfully submitted,

Tom Diehm, PhD, MSW  
Committee Member