**Minutes HSSCC**

**September 11, 2012**

**SO 3020**

**Members Present:** Charity Butcher (POLS), Rebecca Hill (ISD), Tim Hedeen (ISD), Jaime Cruz-Ortiz (FL), Chris Palmer (ENG), Brandon Lundy (GEOG/ANTH), Jeff Helms (PSYC), Karim Ismaili (representing Dean’s Office), Kay Reeve (HIST/PHIL), Linda Treiber, (SOC/CJ).

**Guests:** Daniel Rogers (PSYC), Gail Scott (PSYC), and Mark Patterson (GEOG/ANTH)

**Call to Order:** Meeting was called to order by acting chair, Jeff Helms, at 12:30 pm. Meeting agenda was approved.

**Election of Chair**: Jeff Helms was elected as committee chair by unanimous voice vote.

**Minute Taking Rotation**: Jeff passed around a sheet with the minute taking rotation assignments for the academic year.

**Minutes:** Minutes from the August 28, 2012 meeting were approved.Minutes from the April 16, 2012 meeting are now available and were also approved at this time.

**Old Business:**

Geography and Anthropology

ANTH 4450- Change in Existing Course Proposal (Brandon Lundy).

Brandon reminded the committee that the proposed changes were in the pre-requisites. There were no requested edits the last time the proposal was presented to the committee. Motion to approve the second reading passed by unanimous vote.

ANTH 3300- Change in Existing Course Proposal (Brandon Lundy).

Similar to the previous proposal, these were also pre-requisite changes. Likewise, there were no requested changes from the committee on first reading. Motion to approve the second reading carried by unanimous vote.

Update on the Minor in Native American Studies (Brandon Lundy).

Per the committee request, minor edits have been made to the proposal document including utilizing the cross-out feature for deleted material. Other changes included adding a number of course descriptions to the document. Motion to approve the second reading carried by unanimous vote.

ISD

Change in Minor Gender and Women’s Studies (Tim Hedeen).

Tim reported that the proposal for changes in the minor has been withdrawn.

**New Business:**

Geography and Anthropology

ANTH 3397 New Course Proposal (Brandon Lundy)

ANTH 3397 Syllabus

Brandon explained that ANTH 3397 is a new course that has been given the standard numbering option for a practicum course. It is offered as an option to fulfill the internship requirement.

Comments and questions from the committee included a request make sure the course description is written in complete sentences and that proper capitalization is used on the form.

There was also a request to include an ADA statement in the ANTH 3397 syllabus.

The motion to accept the first readings of the new course proposal and syllabus with minor changes passed unanimously.

ENVS 3720 New Course Proposal (Mark Patterson)

ENVS 3720 Syllabus

Mark told the committee that ENVS 3720 will be cross-listed with BIOL 3720 are essentially the same course. Minor changes in editing were suggested by the committee. These included non-capitalization of “Sustainability” and “Facilities and Curriculum” and to make “with draw” one word.

The motion to accept the first readings of the new course proposal and syllabus with minor changes passed unanimously.

Mark then petitioned the committee to waive the second readings of the new course proposal and syllabus due to time constraints in conjunction with the UPCC. Arguments in favor of doing so included that the requested changes were minor.

The motion to waive the second readings of the new course proposal and syllabus (provided the previously requested minor changes would be made) passed unanimously.

Psychology

PSYC 3410 New Course Proposal (Daniel Rogers and Gail Scott)

PSYC 3410 Syllabus

Daniel and Gail explained that the proposed new course, Health Psychology has been successfully taught three times in prior semesters as a Special Topics offering. Accordingly, it now must be made a regular course in order to offer it again. The proposed PSYC 3410 would count as an upper level elective and has not yet been included in a designated concentration slot.

The committee requested small spelling changes. The motion to accept the first readings

of the new course proposal and syllabus with minor changes passed unanimously.

Daniel petitioned the group to waive the second readings of the new course proposal and syllabus in order to facilitate a spring semester offering. Discussion included that fact that the course had been effectively taught three times before and that requested changes were very minor.

The motion to waive the second readings of the new course proposal and syllabus (provided the previously requested minor changes would be made) passed unanimously.

**Adjournment:** The meeting was adjourned at 12:49 pm.

Minutes submitted by Linda Treiber