**Minutes HSSCC**

**September 25, 2012**

**SO 3020**

**Members Present:** Carolyn Carlson (COM), Charity Butcher (POLS), Thierry Leger (ex-officio), Tim Hedeen (ISD), Jaime Cruz-Ortiz (FL), Chris Palmer (ENG), Teresa Raczch (GEOG/ANTH), Jeff Helms (PSYC), Kay Reeve (HIST/PHIL), Linda Treiber, (SOC/CJ).

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

**Website:** Leger showed the committee the new curriculum committee website which will be launched by Brett by the end of the day. The archive is the major new feature. It will include all documents, showing revisions as R1, R2, etc., with uniform file names. Faculty should still submit files to Nikki who will then submit them to the website. Minutes will also be included in the archives.

**Minutes:** Minutes from the September 11, 2012 meeting were approved.

**Old business:**

The second reading of new course ANTH3397 – Anthropology Practicum – was presented by Raczch for Brandon Lundy. Three changes were made – the effective date was changed to Fall 2013, the course description was rewritten into full sentences and an ADA statement was added to the syllabus. The new course was approved unanimously.

**New business:**

A change of course title for AMST3760 from American Identities to Advanced Studies in American Identities was presented and approved unanimously. It was moved to waive the second reading and that passed unanimously.

Then there was a motion to give the sponsors of ANTH3397 the option of presenting their proposal to UPCC immediately so the course could be effective Spring 2013. This was approved unanimously.

The meeting was adjourned at 12:55 p.m.

Minutes submitted by Carolyn Carlson