MINUTES OF THE 
CURRICULUM AND POLICY COMMITTEE OF THE COLLEGE OF LIBERAL ARTS 
Meeting #440 
Thursday, August 15, 2013, 2:00 p.m. 
Yerby Conference Center

Present: Dr. Glenn Hopkins (Dean), Dr. Rich Forgette (Senior Associate Dean), Dr. Holly Reynolds (Associate Dean), Professor Jan Murray (Associate Dean), Dr. Stephen Monroe (Assistant Dean), Professor Ginny Chavis (Art), Dr. Paul Lago (Biology), Dr. Charles Hussey (Chemistry & Biochemistry), Dr. Molly Pasco-Pranger (Classics), Dr. Jon Moen (Economics), Dr. Ivo Kamps (English), Dr. Joe Ward (History), Dr. Iwo Labuda (Mathematics), Dr. Donald Dyer (Modern Languages), Dr. Robert Riggs (Music), Dr. Steven Skultety (Philosophy & Religion), Dr. Lucian Cremaldi (Physics & Astronomy), Dr. John Bruce (Political Science), Dr. Michael Allen (Psychology), Dr. Mark Chen (Public Policy Leadership), Dr. Kirsten Delling (Sociology & Anthropology), Professor Rene Pulliam (Theatre Arts), Dr. Charles Ross (African American Studies), Dr. Susan Grayzel (Gender Studies), Dr. Ted Ownby (Southern Studies), Dr. Jennifer Stollman (William Winter Institute), Dr. Robert Cummings (Center for Writing and Rhetoric), CAPT Brad Mai (Naval Science), Scott Caldwell for LTC Nathan Minami (Military Science), LTC Mark Sudduth (Aerospace Studies), and Dr. Corina Petrescu (Category II Representative, Modern Languages).

Absent: Dr. Kees Gispen (International Studies), Dr. Albert Nylander (McLean Institute), Dr. Tim Nordstrom (Category III Representative, Psychology), Professor Matt Long (Category IV Representative, Art) and Dr. H. Conrad Cunningham (Computer Science).

Guests: Isaac Astill (Director of Parking and Transportation), Dr. John Kiss (Dean of the Graduate School and Professor of Biology), Michael Howland (Director of Veteran and Military Services).

The following additions, changes, and deletions were approved by the committee:

I. COURSE ADDITIONS, CHANGES, AND DELETIONS

CENTER FOR WRITING AND RHETORIC

ADD: WRIT 671*. Theory and Practice of Writing Consulting. This course prepares Graduate Writing Fellows to serve as writing consultants to faculty in multiple disciplines, aiding them in conceiving, designing, and teaching writing projects in undergraduate classrooms. Prerequisite: Selection as a Graduate Writing Fellow in the Center for Writing and Rhetoric. (3)

*originally approved as 571 but changed to 671 during the Academic Council Workflow process to more accurately reflect the course.
GENDER STUDIES

ADD: GST 600. Gender Studies Methodology. This course will introduce students to the interdisciplinary field of gender studies, including the use of both quantitative and qualitative methods in order to understand gender in a transnational perspective. (3)

II. OTHER BUSINESS

1. Michael Howland discussed his new role as Director of Veteran and Military Services. He is responsible for recruiting and retaining veterans and is the point person for all veteran issues.
2. Dr. Kiss promoted the “Three Minute Thesis Competition” (see attached) which will take place this fall.
3. Isaac Astill fielded questions regarding parking on campus.
4. Dr. Rich Forgette:
   a. Departments need to determine how to realign 600 and 700 level courses.
   b. Tenure and promotion dossiers are due 9/1/13 to the chairs.
   c. The IAP committee has developed a promotion document that will be presented at the next C&P.
5. Dr. Holly Reynolds:
   a. The chairs are encouraged to discuss the implications of a C- grade with their faculty.
   b. The Final Exam and last week of class policies are posted on the CLA website.
   c. Faculty and instructors may want to think about including a statement about student retention of graded papers in their syllabi.
   d. The members of C&P discussed the value of the wait list for registration.
   e. The online catalog has many error in the “Degree Requirements” section that need to be corrected.
6. Dr. Stephen Monroe:
   a. There is an October 1 assessment deadline.
   b. He can assist any new faculty who need to post textbooks.
7. Professor Jan Murray encouraged the group to “like” the College on our Facebook page.