New Programs and Innovations Committee
Minutes
October 3, 2013

Present: HoYoung Ahn, Stanley Bernard, Yilma Gebremariam, Lee deLisle (chair), Hillary V. Harper, Sara Johnson, Mike Knell, Mike Skinner, Eric West
Guest: Elena Schmitt

1. Meeting called to order at 09:40

2. Approval of minutes
   Motion to approve minutes of September 19 made by S. Johnson. Seconded by S. Bernard.
   Approved 9-0-0

3. New Business

   New Special Topics Courses
   ART 398 The Photobook: History and Practice
   **Decision:** Reject
   **Comments:**
   - Form updated spring 2013 must be used.
   - Include Transcript Title for titles longer than twenty-nine characters.
   - Eliminate usage of “this course” and future tense from the course description.
   - Explain why special topics course is to be numbered 398 when it has a 400-level prerequisite or renumber special topics course to 498.
   - Explain or reduce 5 lecture hours per week for 3 credits received by student.

   HON 298 Applied Mathematics and Environmental Problems
   **Decision:** Reject
   **Comments:**
   - Rewrite course description to pertain only to the course currently being proposed.
   - Change the semester being offered to Spring 2014.
   - Explain why 3.0 lecture hours per week are required instead of 2.5.
   - Do not begin the course description with the word “course.”
   - The committee wondered why the previously mentioned course wasn’t being offered.

   LIT 398 The Israeli Short Story
   **Decision:** Reject
   **Comments:**
   - Obtain signatures for instructor and department chair.
   - Include numbers for and against special topics course in departmental/DCC vote.
   - Check “Fulfills an elective in programs” box and indicate which programs.
   - Eliminate usage of “this course” and future tense in the course description.
LIT 498W Russian Fairy Tales
Decision: Accept with Minor Revisions
Comments:
• Type the proposal.
• Add “W” to “Fulfills an elective in programs.”
• Remove quotation marks from course title.
• Strike the second occurrence of “and provides” in the course description.

MDS 298 Media Ethics
Decision: Accept with Minor Revisions
Comments:
• Explain why 3.0 lecture hours per week are required instead of 2.5.
• Eliminate usage of “this course” in the course description.

WLL 398W Brazilian Civilization
Decision: Accept with Minor Revisions
Comments:
• Change the semester being offered to Spring 2014.
• Obtain signature of instructor.
• Revise the number of contact hours.
• Remove the transcript title.
• Check “Fulfills an elective in programs” box and indicate which programs.
• Eliminate usage of “this course” and future tense in the course description.
• Eliminate misspelling of department chair’s name.

4. Adjournment.
   Motion to adjourn made by Y. Gebremariam. Seconded by E. West. Approved 9-0-0. Meeting adjourned at 10:44.

Minutes Prepared by Eric West