Minutes
UWT Curriculum Committee
January 16, 2004

Committee convened January 16, 2004 1:00 p.m., GWP 215. Present: Brian Coffey (Urban Studies, 2005), Emily Keller (Library, ex-officio), Diane Kinder (Education, 2005), Kären Landenburger, Chair (Nursing, 2005), Stern Neill (BUS, 2004), George Mobus (Computer & Software Systems, 2004), Myrth Ogilvie (Social Work, 2005), Patrick Pow (Information Technology, ex-officio), Deirdre Raynor (IAS, 2004). Terms expire in June of the year indicated.

I.   Minutes from December 12, 2003 meeting approved as written
II.   Review of program submissions
        A.   Course Applications, Business
              The following courses were approved and forwarded to Jack Nelson for his signature.
              1. T FIN 470 Investment Management, permanent new course
              2. T MGMT 557 Conflict Management Strategies, permanent new course

              The following course was approved pending clarification to the application.
              1. T IS 470 Information Systems Competencies Practicum, permanent new course
                  Syllabus (page 4): The sections on appeals and incompletes do not match university policy. Sections on the appeal process http://www.tacoma.washington.edu/catalog/policy_grading.html and information on incompletes http://www.tacoma.washington.edu/catalog/catalog_02-03/policy_grades.html must be reviewed. The committee suggests that you refer students to the UWT catalog rather than trying to specify the policies.

        B.   Course Application, Education
              The following course was approved and forwarded to Jack Nelson for his signature.
              1. T EDUC 568 Technology Leadership and School Change, conversion of a temporary new course

        C.   Course Applications, Interdisciplinary Arts and Sciences
              The following courses were approved and forwarded to Jack Nelson for his signature.
              1. T CXG 338 Research Strategies for the 21st Century, temporary new course
                  A bibliography was requested and obtained.
              2. T SMIN 437 Conflict Resolution Practicum, temporary new course
                  A syllabus with corrections was made prior to submitting to Jack Nelson.

        D.   Course Applications, Institute of Technology
              The following course was approved and forwarded to Jack Nelson for his signature.
              1.   T CSS 301 Technical Writing for Computing Professionals, permanent change

              The following course was approved pending changes to the application.
              1. T CSS 390 Undergraduate Seminar in CSS, temporary new
                  The course is listed as T CSS 390. In the body of the syllabus it is listed as T CSS 497. Consistency between application and syllabus was requested.

              The following course was rejected and must be resubmitted for review
              1. T CSS 307 Living and Working in a Virtual World: An Internet Technology Overview, temporary new course

The committee questioned whether the course was at an upper division level. Entry level and overview courses are usually lower division courses. Course title must be changed to reflect the course description. The course description seems adequate but does not match the justification. If the purpose of the course it to teach students the technology needed to learn how to develop basic web pages then state that in the justification. Discuss how the course meets the need of the campus and how it does not duplicate courses already offered. The Institute must make sure it is not duplicating courses already existing on campus. Secondly, suggested that the institute communicate with IAS and ascertain whether there is a need.

E. Course Application, Urban Studies
The following course was approved and forwarded to Jack Nelson for his signature.
1. T URB 479 Planning and Development in the Puget Sound Region, conversion of a temporary

III. Meeting adjourn 2:40 pm