Present: Mary Kasarda (Chair) Jay Burkett (CLAHS), Kristen Bush (Enrollment Services), Paul Deck (COS), Bill Galloway (CAUS), Aaron Goldstein (COE), Monica Ponder (CALS), Rachel Saville (Staff Senate)

Absent with notification: Bruce Hull (CNRE), Kerry Redican (VMCVM)

Visitors: Reza Mirzaeifar (ME), Gary Costello, Justin D. Sanders

The meeting was called to order at **2:00 PM** by Mary Kasarda, Chair

A motion to adopt the agenda was made, seconded, and approved.

Announcement of approval of minutes: April 26, 2017 – Minutes voted on electronically.

OLD BUSINESS

College of Engineering

Course: ME 4854 Nano and Micromechanics of Materials (Previously Tabled on 2/24/2017) (New) Spring 2018 (CM-3194)

> Motion was made and seconded to **APPROVE** ME 4854 Nano and Micromechanics of Materials (New) Spring 2018 (CM-3194), **with modifications:**
> - Proposal Coversheet:
>   - Title of Course—Please add "-" to read "Nano- and…Materials"
>   - ADP Title—Please consider editing to read "Nano- & Micromech of Materials"
> - Proposal:
>   - Proposal Header—Please add "-" to read "Nano- and…Materials"
>   - Section I Catalog Description:
>   - 1st Sentence:
>   - Please consider striking the phrase "and evaluation" to read "Analysis of…"
>   - Please consider adding the word "and" and ending sentence with the word "dislocation" to read "…defects, and dislocation."
>   - Please consider beginning new sentence with the word "mechanical" to read "Mechanical behavior…microscale."

- - - 2nd Sentence
        - Please consider striking the word "Develop" and rephrasing the beginning of the sentence to read "Computational modeling of mechanical behavior in discrete…"
        - Please consider adding the phrase "including molecular dynamics" to read "…systems, including molecular dynamics."
      - 3rd Sentence:
        - Please consider striking the phrase "Generate simulation models" and replacing with "Application of these methods" to read "Application of these methods to polymers…"
        - Please consider adding the word "other" to read "…polymers and other soft…"
  - ADP Title—Please consider editing to read "Nano- & Micromech of Materials"
  - Section II Learning Objectives
    - Item 1—Please consider rephrasing objective to read "Assess crystal symmetry"
    - Item 2—Please consider editing the word "effect" to read "effects" and the word "dislocation" to read "dislocations" to read "…the effects of…and dislocations on…"
    - Item 3—Please consider replacing the word "microstructural" with the phrase "diffraction and crystallographic" to read "…explain diffraction and crystallographic measurements."
  - Section III Justification
    - 1st Paragraph
      - 2nd Sentence
        - Please consider striking the word "the" to read "First, mechanical…"
        - Please consider striking the word "the" to read "…governed by underlying…"
      - 3rd Sentence—Please consider striking the word "the" to read "…for studying materials…"
    - 2nd Paragraph
      - 1st Sentence:
        - Please consider replacing the phrase "knowledge about" with the phrase "survey of" to read "…comprehensive survey of the…"

- - - Please consider ending the sentence after the word "scales" and beginning new sentence
    - Please consider beginning new sentence with the phrase "ME 4854 provides" and add the phrase "computational modeling" to read "ME 4854 provides needed…hands-on computational modeling experience."
  - 2nd Sentence:
    - Please consider replacing the word "it" with the phrase "ME 4854" to read "ME 4854 will be…"
- 3rd Paragraph
  - 1st Sentence—Please strike the sentence
  - 2nd Sentence:
    - Please consider adding the phrase "the prerequisite" to read "…in the prerequisite, ESM 2204,"
    - Please consider adding the following verbiage to the end of the existing sentence: "but the course is offered at the 4000 level because it will also require students to have had the kind of broad exposure to engineering concepts and computational methods, as well as problem-solving skills, typical of senior-level engineering students"
- Section IV Prerequisites and Corequisites—Please strike justification paragraph for prerequisite, as this content is contained in the Justification section
- Section V Texts and Special Teaching Aids
  - Section A—Please insert the word "None" before explanation.
- Section VI Syllabus
  - Item 2
    - Please align "20%" with item header
    - Sub-bullet 3—Please consider striking the phrase "Basics of X-ray diffraction" and beginning bullet with the word "Transmission"
  - Item 3
    - Please align "25%" with item header
    - Sub-bullet 2—Please rephrasing the item to read "Consequences of defects on slip and plasticity"
  - Item 4
    - Please correct Roman numeral to read "IV"

- Sub-bullet 1—Please consider rephrasing item to read "Review of quantum mechanics"
  - Item 5
    - Please correct Roman numeral to read "V"
    - Sub-bullet 4—Please consider rephrasing item to read "Atomistic computational modeling of metallic systems"

Motion passed unanimously.

NEW BUSINESS

College of Engineering

Course: AOE 3214 Ocean Wave Mechanics (New) Fall 2018 (CM-3694)

Motion was made and seconded to **APPROVE** AOE 3214 Ocean Wave Mechanics (New) Fall 2018 (CM-3694)**, with modifications:**
- Section II Learning Objectives—7th Item—Please consider adding additional or clarifying verbiage to better align this objective with the verbiage in last item of the syllabus
- Section VI Syllabus—7th Item—Please consider adding additional or clarifying verbiage to better align this item with the verbiage in the final Learning Objective

Motion passed unanimously.

AOE 4214 Ocean Wave Mechanics will be discontinued (deleted) from the catalog with the approval of AOE 3214 Ocean Wave Mechanics (CM-3694)

Course: ECE 4144 Optical Systems (Revised) Spring 2018 (CM-3701)

Motion was made and seconded to **APPROVE** ECE 4144 Optical Systems (Revised) Spring 2018 (CM-3701), **with modifications:**
- Section I Catalog Description—Please consider adding verbiage detailing "properties of a Guassian beam" to better align with Learning Objectives
- Section III Justification—3rd Paragraph—Please add additional verbiage of the knowledge or content from previous courses to further justify the 4000 level
- Section IV Syllabus— Please consider adding verbiage detailing "properties of a Guassian beam" to better align with Learning Objectives

Motion passed unanimously.

College of Liberal Arts and Human Sciences

Course: FR 1114 Accelerated Intermediate French (New) Spring 2018 (CM-3703)

Motion was made and seconded to **APPROVE** FR 1114 Accelerated Intermediate French (New) Spring 2018 (CM-3703), **with modifications:**
- Section I Catalog Description—Please edit credit reference to read "(3H, 3C)"
- Section II Learning Objectives—3rd Item—Please consider striking the words "and" and the phrase "use of" to read "artifacts, through authentic…"
- Section VI Syllabus—Please consider making the first 8 items of the syllabus sub-bullets under a topic header of "Basic High Frequency Language Functions," to better align with Learning Objectives and Catalog Description

Motion passed unanimously.

Course: MS 1005, 1006 Military Science I, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3708)

Motion was made and seconded to **TABLE** MS 1005, 1006 Military Science I, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3708), **and request the following revisions:**
- Coversheet—ADP Title—Please consider editing ADP Title to read "Military Sci I, AROTC"
- Proposal
  - ADP Title—Please consider editing ADP Title to read "Military Sci I, AROTC"
  - Section I Catalog Description
    - Please consider editing the Catalog Description to better align with the Learning Objectives and Syllabus. This can be done by integrating key words and phrasing throughout the three sections.
    - As this course exists as part of a sequence of courses in Military Science, please consider editing the Catalog Description to detail the knowledge and skills that will be provided through the course and expanded upon or advanced in the later courses of the sequence
  - Section II Learning Objectives
    - Please consider adding verbiage to the Learning Objectives which make them more measurable
    - As this course exists as part of a sequence of courses in Military Science, please consider

editing the Learning Objectives to detail the base level knowledge and skills that will be provided through the course and expanded upon or advanced in the later courses of the sequence

- Section V Texts and Special Teaching Aids
    - Please alphabetize the texts and teaching aids used in this course
    - Please format the texts and teaching aids using consistent APA or MLA format
- Section VI Syllabus
    - Please strike the word "Topics" to read "VI. Syllabus"
    - MS 1005
        - Please strike the word "Topic" from the header of the Syllabus
        - 4th Item—Please strike percentages from the sub-bullets of this item
    - MS 1006
        - Please strike the word "Topic" from the header of the Syllabus
        - 4th Item—Please strike percentages from the sub-bullets of this item

Motion passed unanimously.

Course: MS 2005, 2006 Military Science II, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3709)

Motion was made and seconded to **TABLE** MS 2005, 2006 Military Science II, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3709), **and request the following revisions:**
- Coversheet
    - ADP Title—Please consider editing ADP Title to read "Military Sci II, AROTC"
    - Section E—Please indicate change from (1H, 2L) to (1H, 6L)
- Proposal
    - ADP Title—Please consider editing ADP Title to read "Military Sci II, AROTC"
    - Section II Learning Objectives
        - Please consider adding verbiage to the Learning Objectives which make them more measurable
        - As this course exists as part of a sequence of courses in Military Science, please consider editing the Learning Objectives to differentiate

content from the other courses in the series, reflecting advancing complexity and rigor
- Section III Justification
    - Please consider adding additional verbiage to the Justification to indicate the advancing skills, complexity, and rigor of the course to justify the course level
    - Please insert additional verbiage to detail the increase in credit hours, detailing additional skills and knowledge gained
- Section V Texts and Special Teaching Aids
    - Please alphabetize the texts and teaching aids used in this course
    - Please format the texts and teaching aids using consistent APA or MLA format
- Section VI Syllabus
    - Please strike the word "Topics" to read "VI. Syllabus"
    - MS 2005
        - Please strike the word "Topic" from the header of the Syllabus
        - 4th Item—Please strike percentages from the sub-bullets of this item
    - MS 2006
        - Please strike the word "Topic" from the header of the Syllabus
        - 4th Item—Please strike percentages from the sub-bullets of this item

Motion passed unanimously.

Course: MS 3005, 3006 Military Science III, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3709)

Motion was made and seconded to **TABLE** MS 3005, 3006 Military Science II, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3710), **and request the following revisions:**
- Coversheet
    - ADP Title—Please consider editing ADP Title to read "Military Sci III, AROTC"
    - Section E—Please indicate change from (3H, 2L) to (3H, 3L)
- Proposal
    - Section I Catalog Description:

- Please reformat Catalog Description to reflect consistent use of capitalization of proper nouns and terms
- Please strike "1005, 1006" from prerequisite listing
- ADP Title—Please consider editing ADP Title to read "Military Sci III, AROTC"
- Section II Learning Objectives
  - Please consider adding verbiage to the Learning Objectives which make them more measurable
  - As this course exists as part of a sequence of courses in Military Science, please consider editing the Learning Objectives to differentiate content from the other courses in the series, reflecting advancing complexity and rigor
  - Item 3—Please include reference to the "Army style" of written communication, to better align with Catalog Description and Learning Syllabus
- Section III Justification
  - Please consider adding additional verbiage to the Justification to indicate the advancing skills, complexity, and rigor of the course to justify the course level
  - Please insert additional verbiage to detail the increase in credit hours, detailing additional skills and knowledge gained
- Section IV Prerequisites and Corequisites—Please strike "MS 1005, 1006, MS I AROTC"
- Section V Texts and Special Teaching Aids
  - Please alphabetize the texts and teaching aids used in this course
  - Please format the texts and teaching aids using consistent APA or MLA format
- Section VI Syllabus
  - Please strike the word "Topics" to read "VI. Syllabus"
  - MS 3005
    - Please strike the word "Topic" from the header of the Syllabus
    - 4th Item—Please strike percentages from the sub-bullets of this item
  - MS 3006
    - Please strike the word "Topic" from the header of the Syllabus
    - 4th Item—Please strike percentages from the sub-bullets of this item

Motion passed unanimously.

Course: MS 4005, 4006 Military Science III, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3711)

Motion was made and seconded to **TABLE** MS 4005, 4006 Military Science II, Army Reserve Officer Training Corps (Revised) Spring 2018 (CM-3711), **and request the following revisions:**

- Coversheet
  - ADP Title—Please consider editing ADP Title to read "Military Sci IV, AROTC"
  - Section E—Please indicate change from (3H, 2L) to (3H, 3L)
- Proposal
  - Section I Catalog Description:
    - Please reformat Catalog Description to reflect consistent use of capitalization of proper nouns and terms
    - Please strike "1005, 1006, 2005, 2006" from prerequisite listing
  - ADP Title—Please consider editing ADP Title to read "Military Sci IV, AROTC"
  - Section II Learning Objectives
    - Please consider adding verbiage to the Learning Objectives which make them more measurable
    - As this course exists as part of a sequence of courses in Military Science, please consider editing the Learning Objectives to differentiate content from the other courses in the series, reflecting advancing complexity and rigor
    - Item 3—Please include reference to the "Army style" of written communication, to better align with Catalog Description and Learning Syllabus
  - Section III Justification
    - Please consider adding additional verbiage to the Justification to indicate the advancing skills, complexity, and rigor of the course to justify the course level
    - Please insert additional verbiage to detail the increase in credit hours, detailing additional skills and knowledge gained
  - Section IV Prerequisites and Corequisites—Please strike "MS 1005, 1006, MS I AROTC, 2005, 2006, MS II"

- Section V Texts and Special Teaching Aids
  - Please alphabetize the texts and teaching aids used in this course
  - Please format the texts and teaching aids using consistent APA or MLA format
- Section VI Syllabus
  - Please strike the word "Topics" to read "VI. Syllabus"
  - MS 3005
    - Please strike the word "Topic" from the header of the Syllabus
    - 4th Item—Please strike percentages from the sub-bullets of this item
  - MS 3006
    - Please strike the word "Topic" from the header of the Syllabus
    - 4th Item—Please strike percentages from the sub-bullets of this item

Motion passed unanimously.

Minor: Establishment of New Minor: Minor in Naval Leadership (MN); First term and year to declare minor: Fall 2017; First term and year to graduate: Winter 2019 (CM-3712)

Motion was made and seconded to **APPROVE** the establishment of New Minor: Minor in Naval Leadership (MN); First term and year to declare minor: Fall 2017; First term and year to graduate: Winter 2019 (CM-3712), **with modifications:**
- Proposal Document—Section II Course Requirements—Required Courses—Please add credit hours, "(3)" for each required course

Motion passed unanimously.

Checksheet: Minor in Naval Leadership (MN) (New) Effective for students graduating in calendar year 2019 (CM-3712)

Motion was made and seconded to **APPROVE** Minor in Naval Leadership (MN) (New) Effective for students graduating in calendar year 2019 (CM-3712), **with modifications:**
- Checksheet:
  - Please strike "ID#_____"
  - Required Courses--Please add credit hours, "(3)" for each course

- Elective Course List—Please add credit hours, "(X)" for each course

Motion passed unanimously.

A motion was made and seconded to adjourn the meeting at 3:58 p.m.

Respectfully Submitted,

Justin D. Sanders,
Office of the University Registrar