Present: Kerry Redican (Chair); Alex Brand (COE); Conrad Briles (SGA); Jay Burkette (CLAHS); Kris Bush (Enrollment Services); Joe Sirgy (PCOB); Martha Sullivan (CAUS); Stacy Vogt Yuan (UCCGE); Dave Winston (CALS)

Absent with notification: Paul Deck (COS); Bruce Hull (CNRE); Rachel Saville (Staff Senate)

Visitors: Nicole Akers; Gary Costello; Clint Dancey (ME); Kristin Phillips (NEUR)

The meeting was called to order at 2:00 PM by Kerry Redican, Chair.

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

Announcement of approval of minutes: October 12, 2018 – Minutes voted on electronically.

OLD BUSINESS

College of Engineering

Course: ME 3414 Fluid Dynamics (New) Spring 2019 (CM-4580)

Motion was made and seconded to APPROVE ME 3414 Fluid Dynamics (New) Spring 2019 (CM-4580) with no modifications.

Motion passed unanimously.

NEW BUSINESS

College of Engineering

Course: ME 3534 Controls Engineering I (New) Spring 2019 (CM-4560)

Motion was made and seconded to APPROVE ME 3534 Controls Engineering I (New) Spring 2019 (CM-4560) with modifications:

- Improve alignment of Catalog Description, Learning Objectives, and Topic Syllabus and expand Catalog Description, using topics from Learning Objectives and Topic Syllabus
- Noting that MATH 2214 is a corequisite course for ESM 2304, consider removing MATH 2214 from prerequisite statement in Catalog Description and Prerequisite/Corequisite section
- Topic Syllabus: Consider adding clarity by reformatting to include subtopics under the main topics, as applicable. Example format:
  (main topic) Introduction to Control Systems 20%
- (subtopic) Deriving ODE Equations of Motion
- (subtopic) Laplace Transforms
- (subtopic) Partial Fraction Expansions

Motion passed unanimously.

**College of Liberal Arts and Human Sciences**

**Revised Minor**

**Checksheet:** Minor: French for Business (FRBS) (Revised), effective for students graduating in calendar year 2021 (CM-4344)

Motion was made and seconded to APPROVE the Revision of Minor: French for Business (FRBS) (Revised), effective for students graduating in calendar year 2021 (CM-4344), with modifications:
- Coversheet: Edit effective date to 2021
- Please provide a letter or document outlining changes made, including change in credit hours, and rationale for changes
- Checksheet heading: Edit effective date to 2021
- FR 3206: Remove extra space between “3 c r” to read “3 cr”

Motion passed unanimously.

**Pamplin College of Business**

**Course:** REAL 2024 Principles of Real Estate Sales (New) Spring 2019 (CM-4700)

Motion was made and seconded to APPROVE REAL 2024 Principles of Real Estate Sales (New) Spring 2019 (CM-4700) with modifications:
- Course Title: Consider editing to read “Real Estate Sales Licensure”
- Catalog Description:
  - Remove “Prepare students” and begin with “Preparation for…”
  - Remove “Explore the field of” and begin second sentence with “Residential real estate…..”
  - Consider incorporating topics “land use controls”, “deed restrictions”, “real estate laws”, “mandated disclosure”, and “property tax” into Catalog Description
- Learning Objectives:
  - Replace “Differentiate basic…” with “Differentiate among basic…” in learning objective 1
  - Replace “Solve basic…” with “Execute basic…” in learning objective 5
- Justification: Include course number (REAL 2004) in second sentence which begins “The course is meant to be taken a student’s sophomore…”
• Texts and Special Teaching Aids: Remove sentence under citation, which begins “Optional supplemental….”

**Motion passed unanimously.**

**College of Science**

**Course:** NEUR 2014H Honors Fundamentals of Neuroscience (New) Spring 2019 (CM-4713)

Motion was made and seconded to **APPROVE** NEUR 2014H Honors Fundamentals of Neuroscience (New) Spring 2019 (CM-4713) **with no modifications.**

**Motion passed unanimously.**

**Virginia-Maryland College of Veterinary Medicine**

**New Minor**

**Minor:** Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, first effective date to declare minor: Spring 2019, first effective date to graduate: Winter 2020 (CM-4708)

Motion was made and seconded to **APPROVE** the Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, first effective date to declare minor: Spring 2019, first effective date to graduate: Winter 2020 (CM-4708), **with modifications:**

• Coversheet: Select the box “New” under “Proposal Action”

• Educational Value:
  o Edit to provide clarity to the sentence beginning, “With the major investments…” located in the second paragraph of page 1
  o Edit the sentence “According to the Association of Schools…..” To add a comma between “practice…” and “to both…”

• Response to Current Needs:
  o Edit to add a period to end the first sentence after “health workers.”
  o Edit to provide clarity to the sentence beginning “Further, students will be able to…” in the first paragraph
  o Insert hyphen into third sentence to read “evaluate scalable evidence-based public health…”

• Credit Hours Required: Edit “Letter of support…” to “Letters of support…”
- Number of Students Anticipated to Enroll: Add period at the end of statement beginning “200 students are….”

Motion passed unanimously.

Checksheet:  Minor: Public Health (PH) (New), effective for students graduating in calendar year 2020 (CM-4708), with no modifications.

Motion was made and seconded to APPROVE the Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, (CM-4708), with no modifications.

Motion passed unanimously.

A motion was made and seconded to adjourn the meeting at 2:36 PM.

Respectfully Submitted,
Nicole Akers
Office of the University Registrar