Dr. Serpil Saydam (Chair) called the meeting to order at 3:00 p.m.

**Members present:** Dara Engler, Claudia Grinnell, Preston Jones, Chris Michaelides, Tom Sasek (Secretary) and Josh Stockley.

**Guests:** M. Camille, S. Hill, J. Noble, C. Thameling, J. Rinehart

**Members absent:** Deborah Chandler (excused) and Ralph Zehnder (excused).

**New Business:**

Proposals From:

1. **VAPA – Department of Art:**
   **Course Description Changes:** ART 411, 412 and 418.

   **Accepted.** The ASCC recommended these changes to the forms:
   - ART 411 – Course open to “graduate students” not “graduates”.
   - ART 412 – Needs 411 as a prerequisite.
   Each form – Needs its own catalog pages and insert.

2. **Department of Communication:**
   **New Course Addition:** CMST 211 (Online Speaking).

   **Tabled.** The ASCC continues to have concerns that the course syllabus provided does not reflect the stated goals for the new course. While the course proposal indicates that an online course is fundamentally different from a lecture course with regards to public speaking philosophy and practice, the syllabus is hardly different from CMST 201. In particular, the description of weekly contents in no way addresses the differences of the online realm today. The ASCC offers to have Dr. Grinnell provide input to revising the syllabus and to provide insight into the requirements for meeting Quality Matters assessment of an online course. The ASCC also recommends the following changes to the proposal forms:
   - In the course description, change the “;” after “understanding the audience” to a “;” or modify the sentence structure.
   - “For non-majors only” should be removed since the CMST degree plan already stipulates that students take CMST 201 and this course may be quite attractive to CMST majors as an elective course since online
communication is a rapidly growing arena.
- There should be more consistency throughout the forms in the use of “public speaking” in sentence construction.

3. Department of English:
   New Course Addition: ENGL 440 (Graphic Presentation in Professional Communication) and 446 (Writing & Communication for the Workplace).

   Accepted. The ASCC recommended the following changes to the forms:
   - ENGL 440 – The graduate syllabus needs to be added to packet and the undergraduate and graduate syllabi should be clearly labeled as such.
   - ENGL 446 – On the course addition form, the course title should be in all caps in the course description. In the explanatory memo, strike “essentially” when describing the removal of ENGL 441 and replace “professionalization”.

   Catalog Change: Professional Writing Minor (online).

   Accepted. The ASCC recommended the following changes to the forms:
   - On the Addition of a Minor form, change “4xx” to “446” and omit ENGL 441 that will be dropped if ENGL 446 is approved. ENGL 441 should also be stricken in the catalog insert.

4. Department of Geosciences:
   Change in Degree Plan: Atmospheric Sciences. Reduce plan to 120 hours.

   Accepted. The ASCC recommended the following changes to the forms:
   - In the degree plan, throughout the forms, the indicators for the core courses were not formatted correctly as superscripts.
   - ATMS 304, to be deleted, still remains as a prerequisite for ATMS 305-306 and therefore should be replaced with a different prerequisite.

5. VAPA – Department of Music:
   Course Description Change: MUSC 201 (Basketball Pep Band). 0 cr. Instead of 1 cr.

   Accepted. The ASCC recommended that the person submitting the proposal should always be indicated.

The next meeting will be on Thursday, March 18th at 3:00 pm in ADMN 1-47.

Adjourned: 4:45 pm.

Submitted by Thomas Sasek, ASCC Secretary.