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## September 13, 2013 - ALEC Undergraduate Curriculum Committee Meeting Minutes

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# ALEC Undergraduate Curriculum Committee

## Minutes

September 13, 2013

Present: Karen Cannon, Lindsay Hastings, Myunghwa Kang, Gina Matkin, Annie Specht, Roger Terry, Chair,

Absent: Mark Balschweid, Lloyd Bell, Dann Husmann,

### Minutes

**Motion: Matkin moved, seconded by Cannon, the minutes were approved with the changes that have been made and with those that are to be made (Terry/Cannon). Approved.**

Welcome to Dr. Hastings and Dr. Specht to the ALEC Undergraduate Curriculum Committee.

### Unfinished/Ongoing Business

A copy of the Instructional Improvement Evaluation Program (IIP) submitted by Dr. Balschweid was provided. If you have any questions, please see Dr. Balschweid.

### New Business

*Pearl Report* - Dr. Markwell reminds us that your 2013 Pearl Program report is due on September 17.

**AJRN Production options A & B retroactively 2012-13 - Motion: Cannon moves, seconded by Matkin, that ALEC retroactively change Option 2, Ag Journalism Production option, for the 2012-13 bulletin year to the language and the structure of Option 2 in the 2013-14 bulletin. Verification from Karen Jackson will be secured before sending to CREQ. Approved.**

- This will fix DARS
- Dr. Cannon visited with Gail Meyers and Karen Jackson previously to see if we could proceed with this retroactively. Several beef scholars student would like to use the CASNR 2012-13 bulletin
- Presently has two options, Options A and Option B
- So many changes were made in the 2013-14, that so much paperwork would be needed for the students still under this bulletin. This will eliminate the paperwork
- CREQ is now electronically submitted. This is the online system for curriculum changes.
- Timeline needs to be done in the next couple of months for the junior/seniors.
- If approved today, then goes to CASNR Curriculum Committee and then to Academic Planning Committee by October 2. They might assign a subcommittee to review also.

**Name Change - Motion: Cannon moved to approve and send forward name change: Agricultural Journalism to Life Sciences Communication. After a lengthy discussion about the previous history of what name changes were considered and what is our focus, the motion was approved.** Next it will go to CASNR Curriculum Committee and should arrive at Academic Planning Committee by October 2.

*Ag Journalism website* – Ag Journalism is going through a revision of their website at this time. HRTM has already gone through their revision and the website is up. One of the first places students go is the websites and it is a good tool for recruiting, recruitment planning and strategic planning. Dr. Balschweid has made funds available to us for our efforts to update the web and have a consistent look and feel across as well as consistent information.

### **Announcements/Updates**

*Youth Civic Leadership* - Matkin reported we received approval to fill the position formally occupied by Will Bird. At this point, we have submitted a revised announcement and renamed the position from Assistant Professor for Youth Leadership Development to Assistant Professor for Youth Civic Leadership. Dr. Yoder suggested we bring more civic engagement and community engagement preservations into it and we wanted the name to reflect that. This position will really be focused on youth leadership and civic engagement. The following names have been submitted for the search committee but they have not be approved as of yet: Lindsay Hastings, Tom Field, Michele Krehbiel (extension youth development specialist) and myself.

Review of applications will start one month after the position is posted. PhD in Leadership, Ag Ed or related field with a specialization in youth development and/or civic engagement with demonstrated experience with agricultural audiences is preferred.

*Recruiting Coordinator* – Hastings mentioned that the search committee screened applicants and three names have been submitted for interviews. Reference calls are being made and the terminal degree for this position is a Bachelor's degree.

*Faculty Advisory Council - Policy for disciplinary procedures* - Hastings said the biggest discussion from the Faculty Advisory Council is the disciplinary procedures for students who are caught with academic dishonesty as well as having a common policy for how students can appeal it. She is developing a proposal for a standard departmental policy for an appeal process and will bring it forward at the next faculty meeting. Further discussion included the following points:

- Need a statement of process – not to establish a policy that already exists.
- Instructor to make a decision on punishment. One size does not fit all for this policy.
- When multiple sections, consistency in punishment is important.
- Faculty should consider putting into their syllabus.
- CASNR has a procedure that is consistent with university policy.
- Information needs to get to teaching assistants and lecturers as well.

Meeting adjourned.

### **Addendum regarding the AJRN name change action noted above.**

**November 5, 2013**

The name change proposal described above was submitted to the CASNR CC for approval. It was approved. However, new information was received by Dean Waller that the name Life Sciences Communication would not be viewed favorably. Therefore, on Dr. Waller's recommendation, I asked Dr. Broderson, chair of the CASNR CC, to withdraw the proposal and not send it to the APC. Dr. Waller and I met to discuss alternatives. A new name was suggested – Agricultural and Environmental Sciences Communication. The proposal remains the same. The AJRN faculty supported the change. The change was brought to the attention of the ALEC UCC via e-mail asking for their approval. The e-mail follows...

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**From:** Roger Terry  
**Sent:** Wednesday, October 02, 2013 2:13 PM  
**To:** Annie Specht; Dann Husmann; Gina Matkin; Karen Cannon; Lloyd Bell; Mark Balschweid; Myunghwa Kang  
**Cc:** Kathy Bennetch  
**Subject:** UCC meeting and one item of business

Colleagues, if we can take care of this request via an e-mail response then we shouldn't have to meet on Friday morning. You may find this request interesting but I ask for your indulgence and consideration.

I visited with Dr. Waller regarding the Ag Journalism name change request this past Tuesday morning. Evidently, there are many things going on in the background that most of us were unaware of. Hence the timing of approvals and the process moving forward are out of sync. That's the best way I can describe the request is to now approve the name change from Agricultural Journalism to Agricultural and Environmental Sciences Communication.

The existing proposal remains the same except the proposed Life Sciences Communication name is now Agricultural and Environmental Science Communication. This was one of the early names the Ag Journalism faculty submitted.

Please respond via e-mail as soon as you can with a vote to approve or disapprove. Thank you for your help, consideration and understanding.

--Roger

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A unanimous vote was secured from the ALEC UCC via e-mail.

Dr. Broderson was notified that ALEC UCC approval was secured and he was asked to follow up with the CASNR UCC via the following e-mail...

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**From:** Roger Terry

**Sent:** Thursday, October 10, 2013 1:47 PM

**To:** Bruce Brodersen

**Cc:** Mark Balschweid; Karen Cannon; Annie Specht; Steven Waller **Subject:**

**RE:** Agricultural Journalism Program name change.

Dr. Brodersen, we have endorsements for a name that we believe will meet with approval. The proposal has been shortened and the new name inserted. The new name is "Agricultural and Environmental Sciences Communication." Dr. Waller suggested the following actions to keep this moving forward. We are asking that you bring this up in the CASNR Curriculum Committee tomorrow and ask them to reaffirm their approval of the proposal with the new name. This way it will be in the action items as approved. The proposal was approved in the last CASNR CC meeting but was not listed in the action items probably because I asked that it be withdrawn. Once approved, it can then be submitted to the APC as an agenda item at their regular meeting. Our departmental faculty have approved this name.

Thank you for your help.

--Roger

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The name change was accepted by the CASNR CC and appears as such in the Summary of Action dated October 11, 2013. The name change is now on the APC agenda for November 6, 2013. Dr. Waller, Dr. Balschweid and Dr. Terry will attend the meeting.