



Committee approved: Nov 27, 2017
 Sent to ACC: Nov 28, 2017
 ACC Approved: Dec 5, 2017

HUXLEY COLLEGE CURRICULUM COMMITTEE
Meeting Minutes of November 13, 2017

Meeting Location: ES-534 Huxley Conference Room

HCCC *Chair* Jean Melious called the meeting to order at 2:02 pm welcoming a total of 11 attendees (roster attached).

Meeting minutes of October 30, 2017 were approved as corrected by Brooke Love to update Appendix A (student-faculty design plan of study) with the pdf that was signed by chair of HCCC. Motion was made by Rebekah Paci-Green and seconded by David Wallin to approve minutes with this correction. Motion passed.

ACTION ITEMS

Review of Curriculum Proposals: 8 curriculum proposals reviewed and discussed via HCCC [Curriculog agenda](#) (individual proposals linked in summary below).

- 7 proposals approved and sent to the Academic Coordinating Commission (ACC)
 All seven were motioned by Brooke Love, seconded by Jenise Bauman, and all approved.
 - 7 Environmental Studies course revisions:
 - [ENVS 450](#): Science in the Policy Process (Prerequisites)
 - [ENVS 452](#): International Environmental Policy (Prerequisites)
 - [ENVS 454](#): Environmental Policy Analysis (Prerequisites)
 - [ENVS 456](#): Environmental Governance (Prerequisites)
 - [ENVS 457](#): Environmental Dispute Resolution (Prerequisites)
 - [ENVS 458](#): Environmental Politics (Prerequisites)
 - [ENVS 461](#): Land Use Law (Prerequisites)
- 1 informational item proposal presented and sent to graduate committee:
 - 1 new graduate temporary Environmental Studies course approved by Dept of Environmental Studies: [ENVS 597D](#)

DISCUSSION ITEMS:

Follow up on NCI Credit List 2017: Gene Myers is unable to make the November 13, 2017 HCCC Meeting, but he replied in writing that, “NCI vets them. If you want more details I can find out, but they’re for adults and enrollees would not tolerate an instructor who didn’t know their material quite well. I know NCI does a post-course evaluation, but I don’t know the details of it all. I don’t think we do any other evaluation on them. It’s been sufficiently low numbers, and the NCI careful enough, Huxley has been the WWU “home” for these courses for decades, and we’ve always just been the pass-through, with just a straight approval. But can always be re-examined.” It was decided this is enough information and Gene Myers does need to explain further.

The HCCC Committee decided that this information is adequate and for now we do not need to pursue the matter further.

Discussion on non-credit Sustainable Business Certificate of Completion that is offered on our website. Should HCCC be aware of this or even vote on it? The committee decided that the HCCC should have some oversight on non-credit programs and requested that Steve Hollenhorst be invited to the next meeting to discuss this.

Meeting adjourned at 2:28 pm.

Huxley College Curriculum Committee (HCCC) – ROSTER 2017-18

| VOTING ATTENDEES | | | NON-VOTING ATTENDEES | |
|--|------------------------|---|---|----|
| Faculty members | | | Advisory members (if applicable) | |
| Bauman, Jenise | Environmental Sciences | P | Patrick, Kathryn, <i>Huxley Undergraduate Advisor</i> | P |
| Berardi, Gigi | Environmental Studies | P | Weber, Ed, <i>Huxley Grad Programs Coordinator</i> | P |
| Love, Brooke | Environmental Sciences | P | Guests | |
| Melious, Jean (Chair) | Environmental Studies | P | | |
| Paci-Green, Rebekah | Environmental Studies | P | | |
| Wallin, David | Environmental Sciences | P | | |
| Student members | | | | |
| Jamieson, Whitaker, <i>Environmental Sciences</i> | | P | | |
| Ex-Officio members | | | | |
| Kawczynski, Rose, <i>ESCI, Department Manager</i> | | P | Voting attendees | 9 |
| Knutson, Diane, <i>ENVS, Department Manager</i> | | A | Non-voting attendees | 2 |
| Moore, Mary, <i>Huxley College Undergraduate Advisor</i> | | P | TOTAL ATTENDEES | 11 |