



Committee approved: Jan 29, 2018
 Sent to ACC: Jan 30, 2018
 ACC Approved:

HUXLEY COLLEGE CURRICULUM COMMITTEE
 Meeting Minutes of December 11, 2017

Meeting Location: ES-534 Huxley Conference Room

Meeting was called to order at 2:03pm by Gigi Berardi (ENVS chair), as HCCC Chair had not arrived yet, welcoming a total of 12 attendees (11 members and 1 guest)

Meeting minutes of Nov 27, 2017 approved. Motion made by Jenise Bauman, seconded by Kathryn Patrick. Motion passed unanimously.

HCCC *Chair* Jean Melious arrived 2:07pm.

ACTION ITEMS

Review of Curriculum Proposals: 13 curriculum proposals reviewed and discussed via HCCC [Curriculog agenda](#) (individual proposals linked in summary below).

- 13 proposals approved and sent to the Academic Coordinating Commission (ACC)

1 Environmental Studies course revision that was updated after being returned from ACC

1. [ENVS 405- Salish Sea Research](#)

12 Environmental Science course revisions (all except ESCI 470 are pre-req changes)

1. [ESCI 302 Environmental Disturbances](#)
2. [ESCI 315 Art, Science and Ethics of FlyFishing](#)
3. [ESCI 321 Oceanography](#)
4. [ESCI 325 Fundamental of Ecology](#)
5. [ESCI 330 Natural History of the Pacific Northwest](#)
6. [ESCI 410 Habitat and Ecology of Pacific Salmon and Trout](#)
7. [ESCI 430 Limnology and Limnology Lab](#)
8. [ESCI 433 Population Biology](#)
9. [ESCI 442 Introduction to Remote Sensing](#)
10. [ESCI 445 Marine Geochemistry](#)
11. [ESCI 462 Air Pollution](#)
12. [ESCI 470 Ecological Restoration](#) (*credit revision from 3 to 5*)

2 Informational Items ESCI

1. 1 new temporary course to start Spring 2018
 - i. [ESCI 397M Our Coastal Seas and Climate Change](#)
2. 1 graduate level course pre-req change
 - i. [ESCI 530 Advanced Limnology](#)

DISCUSSION ITEMS:

Discussion on non-credit Sustainable Business Certificate of Completion:

Motion requesting that the Huxley College Policy Committee take up the question of non-credit earning programs and certificates offered under the Huxley name recognizing the consideration for faculty freedom and independence, yet clarity of collegial notification and communication. **Motioned by Brooke Love, second by Jenise Bauman. Motion passed**

Explanation: Dean of Huxley College of the Environment, Steve Hollenhorst attended as guest at this meeting to answer questions about non-credit certificates of completion. This was discussed in a previous HCCC meeting, when several faculty members noticed that the Huxley College website had a link to the non-credit Sustainable Business Certificate of Completion offered by Huxley through Extended Education but were unaware it existed. <https://huxley.wvu.edu/sustainable-business-certificate> (this link was taken off our website after HCCC requested more information). At the chair's request, Steve Hollenhorst came to the meeting to answer questions. He explained that these type of programs are offered at all universities without curriculum approval because they are non-credit, and that we should trust Huxley colleagues and let them have their freedom and independence. He did not believe that HCCC has jurisdiction over these courses because HCCC's jurisdiction is limited to courses for credit. He suggested that the Policy Committee might be a more appropriate venue for the discussion of non-credit courses, certificates, and programs. Some HCCC members believed that such courses should be reviewed in some appropriate venue (whether departments, HCCC, or the Policy Committee), even if only as information items. This would help faculty and staff to be aware of these offerings. Concerns were expressed over the selection and evaluation of instructors and over the cost of the certificate. Dean Hollenhorst responded that we should trust our colleagues to ensure that non-credit courses have adequate faculty and assessment, and noted that no student would be required to pay for the certificate course.

Meeting adjourned at 3:02pm

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	Steve Hollenhorst, Dean of Huxley College	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	3
Moore, Mary, <i>Huxley College Undergraduate Advisor</i>		P	TOTAL ATTENDEES	12