

College/CC approved: October 16, 2017
ACC approved: October 24, 2017

Huxley College Curriculum Committee (HCCC) APPROVED Minutes

Meeting Date: May 16, 2017, ES-318 at 2:30pm

Members present: John Rybczyk (committee chair), Jenise Bauman, David Rossiter, Jean Melious, Rose Kawczynski, Alexa Camaioni (ESCI student), Kathryn Patrick (non-voting), Ed Weber (non-voting)
The following members were represented via proxy: Gigi Berardi (proxy David Rossiter), Diane Knutson (proxy Rose Kawczynski), Brooke Love (proxy Jenise Bauman), Mary Moores (proxy Kathy Patrick), Melissa Ruth (ENVS Student, proxy Kathy Patrick)
 Guest: John All

Agenda Items:

- 1.) **Raichle Dunkeld Student-Faculty Design Major: BA Community Environmental Ethics.** (see plan of study, Appendix I at end of these minutes)
Motion to Approve: Jenise Bauman; Seconded: David Rossiter; Motion APPROVED

2.) 2018-2019 CURRICULAR ITEMS

Re-visit the REQUEST FOR NEW PROGRAM from the April 25, 2017 meeting, discussion and vote

Motion to Approve: Jenise Bauman; Seconded: David Rossiter; Motion DENIED

Program Title	Action	Status	Eform
Mountain Research Skills Certificate	New Certificate Program	Dept. Approved	1088012

Due to the controversial discussion of this program, it was decided that the vote would be conducted by secret ballot. Final results were: 6 No, 2 Yes, 2 Abstain

IMPORTANT UPDATE: A request was made on May 22, 2017 from the chair of the HCCC for a re-vote on this due to misinformation of the facts. See addendum of these minutes for email from John Rybczyk to clear up incorrect information regarding financial liability of program which was the reason several members voted No.

On May 24, 2017: **Electronic re-vote for request for new program: Mountain Research Skills Certificate.**

UPDATE: Electronic Vote, MOTION APPROVED after electronic re-vote for Mountain Research Skills Certificate. 6 Yes, 2 No, 2 Abstain.

The esign form of the Mountain Research Skills Certificate, esign [1088012](#) Is being re-typed into the Curriculog program and will be presented at the ACC meeting on October 25, 2017. All curriculum programs are now being presented to ACC via Curriculog.

Raichle Dunkeld, Student-Faculty Design Major: BA Community Environmental Ethics (Approved)

Appendix I

HUXLEY COLLEGE OF THE ENVIRONMENT

BA Student-Faculty Design 2015-2016
Title: Community Environmental Ethics

Advisor: Gene Myers, E. D. Russiter HuxEntryQtr: 21 Grad Plan: 818
 Prep Coursework Complete? GURS Complete? AIRWAYEN CTLOD:NT WPS Complete? ENVS 488

PHASE I Requirement (Under Row)	Credits	Complete	Current	Future	qtr/y	Notes	Credits
BIOL 101 or 204 Intro to Biol or Intro Evol, Syst	4-5	2	0		SP15		4
PLSC 350 The American Political System	5	5	0			AF Credit	5
ECON 206 Macroeconomics	4	4	0			AF Credit	4
Precalculus MAT-1124	5	5	0		SP15		5
CHEM 121 Gen Chemistry I	5	5	0		WR15		5
ENVS 201 Understndg Env. Syst	3	3	0		SP15		3
ENVS 202 Env Stud/Sustain	3	3	0			Satisfied at Franklin University	3
ENVS 203 Physical Geog/BBby	4	4	0			Satisfied at Franklin University	4
Phase I Required Courses Total		33	0				33

Major Requirements	Complete Credit	Current Credit	Future Credit	Qtr/Yr	Notes	Credits	
Choose 1 Course - Ecological Processes	3 or 4					0	
ESCI 303 Env. Disturbances	2		2	F17	CHEM 366	2	
Choose 1 Course - Applied Env. Science	3 or 4					0	
ESCI 336 Nat Hgl/PNW	4		4	F17		4	
CAPSTONE: Choose one of the following						0	
ENVS 482 Commun-Based Learning for Sustain	0		5	SP17	Through Redfish School of Change	4	
Experiential Learning	10-15					0	
ENVS 486h Internship	10-15	1	2		K grade S18 Sustainable Natural Cole	3	
ENVS 486c Senior Project	10-15		5	F17	ENVS 486c-3 & 486d-4 Redfish School of Change (See "Tools for Change")	3	
ENVS 486d International Study	10-15		4	SP17		4	
Electives (Minimum of 30 credits: ENVS)						0	
Social Sciences						0	
ENVS 305 Env. History and Ethics	4	4				4	
ENVS 441 Society, Space and Nat. rel P	4	4	1			4	
ENVS 463 Nature and Planning Policy	3	3	2			3	
FAIR 338 Resilience, Nature and the Anthropocene	4	4				4	
FAIR 314U The Cultural Creation of Locality	5		5	W18		5	
Env. Humanities						0	
ENVS 404 Art Lit Nature and Place	4	4	4			4	
ENVS 487 Conservation Psychology	4	4	4			4	
ENVS 525 Env. Ecol. Foundations	4	4	4			4	
FAIR 384 Writing Nature	4	4		W10		4	
AMTH 490 Ecocultural Ethics	5	5				5	
AMTH 491/581 Childhood and Culture	5		5	ST	Registered	5	
PHIL 412 Seminar in Eth. Equity	4		4			4	
FAIR 390 Ethnobotany	5	5				5	
Tools for Change						0	
ENVS 326 GIS I Intro to GIS	4	4	4			4	
ENVS 400 Lit Nature and Place TA	4	2	2			4	
FAIR 387K Grant Writing Workshop	4		4	F17		4	
Redfish School of Change						0	
Total major credits:	51	86 min.	38	12	38		00

Title	Huxley Curriculum Committee Chair:	Date
OK	*Signature indicates Major Title being forwarded to Academic Council Committee for their OK.	
Major	Faculty Advisor 1 (Huxley): Gene Myers <i>[Signature]</i>	Date: 9/26/2017
Eval	Faculty Advisor 2 (MYU): David Ressler <i>[Signature]</i>	Date: 8/17
OK	Major Advisor**	Date:
	**Signature indicates Major Evaluation approved by faculty for Grad Application.	

Appendix II.

Email to all HCCC members as to why a re-vote is needed after the motion for the program was denied, send May 22, 2017.

Hello everyone,

There is new information regarding the Mountain Research Skills Certificate and John Rybczyk, committee chair, is calling for a re-vote based on this new information which may change some committee members' votes. This is going to be an electronic vote which I will send out as Survey Monkey by tomorrow morning. Please read the email from John Rybczyk below.

Thank you,
~Rose

-----Original Message-----

From: John Rybczyk
Sent: Monday, May 22, 2017 12:02 PM
To: Rose Kawczynski <Rose.Kawczynski@wwu.edu>
Subject: FW: Mountain Research Certificate Program
Importance: High

Hello HCCC members,

As we have discussed over this past week and a half, one of the major concerns regarding Dr. All's certificate program was the potential financial liability to the department and college, both with respect to any given class filling and to servicing orphaned certificate enrollees if the program falters. To that point, Extended Ed has agreed to assume that risk (see email # 1 below). Furthermore, extended education confirmed that losses will not come from revenues that would otherwise be returned to our (Huxley) college (see note #2 below). Given these developments, I would like to call for another vote from HCCC to consider approving the certificate program. I don't think we need another HCCC meeting for this, so I am asking Rose to set up an electronic vote. I realize that voting members may have several issues with regards to this certificate program and your "yes" or "no" vote may not be predicated solely on the financials, so vote as you may.

See email chain below which indicates to me that 1) Extended Ed will cover losses and 2) Losses will not be covered via deductions from profits from other ESCI extended ed classes.

John M. Rybczyk
Professor
ES 336
Department of Environmental Science
Western Washington University

Bellingham, WA 98225
360-223-5806

From: Earl Gibbons
Sent: Thursday, May 18, 2017 8:39 AM
To: John Rybczyk; John All; Steve Hollenhorst
Cc: Lois Longwood
Subject: Re: Mountain Research Certificate Program

John,

Should the program incur an operating loss, Extended Education will cover that loss from its own resources. In the event of such a loss, there would be no distribution of funds from that program to Huxley, since distributions are made from surpluses earned, and by definition a loss-making program does not generate a surplus. The performance of this program has no impact whatsoever on other Huxley programs, and there is no effect on the timing or amount of the distributions those programs earn as a result of this program's performance. Each such program is self-contained.

Earl

On 5/18/17, 8:28 AM, "John Rybczyk" <John.Rybczyk@wwu.edu> wrote:

Hello John and Earl,

Well, that was quick work. Thank you Earl for supporting this certificate program. John's been working hard to get this going and I think this is the last hurdle before we move on this. Of course, I have one question/point of clarification..

I understand from the email below that extended education would cover the losses if any, but I want to confirm that it will not come from revenues that would otherwise be returned to our (Huxley) college. '

Thanks,

John Rybczyk
Chair, Dept. of Environmental Science

Date: 5/17/2017
To: John All
Cc' Steve Hollenhorst

RE: Mountain Research Certificate Program

WWU Extended Education welcomes the opportunity to provide administrative, marketing and financial support for the proposed Mountain Research Certificate Program. As with any start-up program, there will be front-end costs. This memo serves to guarantee that once the program is approved by Huxley, Extended Ed will assume the start-up and sustaining capital to

run the program. If the program proves to be continually under-enrolled, and Huxley chooses to discontinue the program, students in the program will be taught out and Extended Ed will bear the related expense.

Earl Gibbons, Vice Provost for WWU Extended Education

#1)

Date: 5/17/2017

To: John All

Cc' Steve Hollenhorst

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#2)

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Earl

John Rybczyk

Meeting Adjourned 3:30pm

