

# HUMBOLDT STATE UNIVERSITY

## College of Arts, Humanities & Social Sciences

### Minutes of the CAHSS Council of Chairs Meeting

Meeting of March 8, 2005  
*Approved March 22, 2005*

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**Present:** Ayoob, Benavides-Garb, Bennett, Boone, Derden, Hall-Martin (recorder), Larson, Leeper, Little, Paulet, Paynton, Sievers, Smith, Snyder, Sonntag, Urban, and Wells.

**Guests:** Ron Fritzsche, Rhonda Geldin, Keion Moore.

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#### MINUTES

Under the "Curriculum" section, the fourth paragraph should read: *Chairs were given copies of the Curriculum Change Form and asked to make sure to note on the right side of the form the page number or numbers in the catalog which will need to be updated because of the change or changes requested.* **MSP:** To approve the Minutes of February 22, 2005, as corrected. The motion passed unanimously.

#### COMMITTEE REPORTS

##### Budget

No Report

##### Computing & Technology

No Report

##### Curriculum

###### *Draft University-Wide Policy for Curriculum Change Procedures*

Boone previously sent the Chairs a draft policy to address the lack of guidelines and procedures for making curriculum changes. Chairs suggested several additions/changes which will be incorporated into the document. **MSP:** To approve the document with the recommendations added. The motion passed unanimously.

#### SPRING PREVIEW

Rhonda Geldin and Keion Moore from Admissions joined the Chairs to provide information regarding Spring Preview which will be held April 8 and 9.

##### Curriculum

###### *Change in Upper Division Art History Requirement - Studio Art Major*

Request to change the units required for upper division art history classes in the Studio Art Major from 7-8 units to 6-8 units. The CAHSS Curriculum Committee recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

###### *Art 348, 248B, 349, 349B - Small Metals & Jewelry*

Request to suspend Art 349B and change the titles and descriptions of the other courses to reflect the new content of the courses. The CAHSS Curriculum Committee

recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

*English 500 - Subject Matter Assessment/Capstone*

Request to change unit value from a 1 unit option to a 2 unit required course for all Pathway C English students. Course will be offered each semester. The CAHSS Curriculum Committee recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

*English Catalog Language Changes*

Request by the English Department to put forward several catalog changes which reflect curriculum changes which have already been approved. The CAHSS Curriculum Committee recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

*History 226 - Computer Research in History*

Request to decrease unit value from 2 to 1. The CAHSS Curriculum Committee recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

*Spanish 250 - Intermediate Conversation*

Request to change the course from 4 units to a variable 1-4 unit course. The CAHSS Curriculum Committee recommends approval. **MSP:** To accept the recommendation of the Committee. The motion passed unanimously.

**GE Study Steering Committee**

Leeper and Wells reported to the Chairs on the work of the GE Study Steering Committee, thanked those who provided feedback and indicated that on May 6 there will be an All University Meeting regarding GE. It is expected that three models will be presented and discussions will begin.

**PROFESSIONAL DEVELOPMENT PLAN**

Chairs were given copies of the Professional Development Plan Form and a copy of the relevant section of Appendix J which deals with the plan for discussion prior to the arrival of Ron Fritzsche from FPS. There was much confusion about the Professional Development Plan which will be implemented in Fall Of 2005. Fritzsche joined the Chairs and asked for their questions and concerns. Chairs found the wording of the requirements very vague and in need of an implementation plan. Also helpful would be an agreement as to how the document is understood at the various promotional levels. It was felt that rather than a contract, the plan should be a mentoring tool for faculty going through the RTP process. Fritzsche indicated that he is meeting with each college for their input and asked Chairs to send him questions directly.

The meeting adjourned at 4:00 pm  
RAS:lh