



**Western Connecticut State University  
Committee on Undergraduate Curriculum and Standards  
CUCAS Minutes, September 21<sup>st</sup>, 2017- 9:30 AM  
Student Center, Room 202 (Midtown Campus)**

**2017 – 2018** Members Present: JC Barone (A&S Faculty), Jessica Eckstein (At-Large Faculty), Keith Gauvin (Registrar, *ex officio*), Amanda Lubell,( A&S Faculty) Josephine Hamer (A&S Dean, *ex officio*), Barbara Piscopo (PS Faculty), Brian Vernon (Dean, VPA),Tom Yoon (Ansell Faculty), Rebecca Wade-Rancourt( Social Work Faculty)

**Members Not Present:** Patricia Ivry (Dean PS, *ex officio*), David Martin (Dean Ansell, *ex officio*)

**Guests:** Terri Small, Cathy Vanaria, Missy Alexander, Mary Ann Rossi, Jerry Wilcox

**Call to order at 9:30am**

**I. Minutes:**

**1. Minutes of CUCAS Meeting – May 18, 2017**

- Motion to approve: Jessica Eckstein, 2<sup>nd</sup> Barbara Piscopo
- Discussions/Corrections: 0
- #Approved: 9 /Opposed: 0 Other:

**II. Announcements:**

**1. Introduction of New CUCAS Members.**

**Welcome to Rebecca Wade-Rancourt, our newest member**

**2. Very Brief Review of CUCAS, our purpose and governance process**

**Purpose of CUCAS:**

The Committee on Undergraduate Curriculum and Academic Standards (CUCAS) is a University Senate Standing Committee working to ensure that academic programs are consistent with the mission of Western Connecticut State University. CUCAS **members** are both appointed and elected to represent the larger university community.

Additionally, JC reviewed with the CUCAS the CUCAS website and website tab for proposals. JC reminded the CUCAS members of the responsibility of all members to review reports and documents before the meeting. It can be tough with workloads and deliverables but it is needed so that meetings are productive and successful.

**ACTION ITEM #1:** JC to provide a list of CUCAS terms and definitions for example, TAP, Articulation and Cognate.

**ACTION ITEM #2:** JC to reach out to SGA for student representation. JC would love to have the students joins us. They should be a part of the CUCAS process.

**ACTION ITEM #3:** JC to explore having CUCAS minutes listed/recorded with Libguide by WCSU Libraries as well as making sure that all of CUCAS minutes are listed on the website for reference purposes.

**3) Proposal Submission before it comes to Miss: Missy explained the following should be completed before it comes to her for approval.**



1) Department minutes

- 2) Labeled Revisions. Revisions must be labeled (these revisions are filed and made into a PDF for recording purposes.) Only the latest version submitted will receive Missy's approval.
- 3) The online form must be filled out "online". The online template keeps the information accurate and includes all the details.
- 4) Program reviews are supposed to be processed by the CUCAS body for feedback and insights, and will now be coming to CUCAS, effective immediately.
- 5) Articulation agreements need to be simplified and will need to be recorded. Missy will work on a write-up of the how the process works.

**III. Reports:** **Report from Summer 2017 Curriculum Related Activities on the development of new curriculum track Master of Science in Nursing - Psychiatric Mental Health Nurse Practitioner (PMHNP), Department of Nursing. Addendum 1.**

**IV. Old Business:** Update CUCAS Bylaws. Request for Subcommittee.

Chair: Jessica Eckstein

Subcommittee Members: Rebecca Wade-Rancourt, Barbara Piscopo and Amanda Lubell

**V. New Business:**

**1. Biological & Environmental Sciences - Pat Boily**

- a. Add MAT120 as a cognate course to Biology majors, all options (CD1617187)
  - Motion to approve: Jessica Eckstein, 2<sup>nd</sup> Barbara Piscopo
  - Discussions/Corrections:
  - #Approved: 9 /Opposed: 0

**2. Art Department – Catherine Vanaria**

- a. New Course: Art Transfer and Articulation Policy Pathway (CD1718008)
  - Motion to approve: Amanda Lubell, 2<sup>nd</sup> Tom Yoon
  - Discussions/Corrections:
  - #Approved: 9 /Opposed: 0

**3. Digital & Interactive Media Arts program –Jay Brower- TABELD PENDING PRC APPROVAL**

- a. New course proposal - ART/DIMA 2XX, Fundamentals of Imaging Software 1 (CD1617198)
- b. New course proposal - ART/DIMA 2XY, Fundamentals of Imaging Software 2 (CD1617199)

**4. Philosophy and Humanistic Studies Department – Stuart Dalton**

- a. Contract Major In Philosophy for Ryan Zink (CD1718014)
  - Motion to approve: Jessica Eckstein, 2<sup>nd</sup> Josephine Hamer
  - Discussions/Corrections:
  - #Approved: 9 /Opposed: 0



All of the courses exist. Seems like a fantastic major. Keith Gauvin noted that German 164 must be taken before German 162 and should be listed as such.

**ACTION ITEM #4:** JC to follow-up with Stuart to make sure the above information is listed.

- b. Contract Major In Philosophy for Devin Kalal (CD1718011)
- c. Contract major in philosophy for Dana Fotheringham (CD1718015)
  - Motion to approve as a packet: Jessica Eckstein, 2<sup>nd</sup> Josephine Hamer
  - Discussions/Corrections:
  - #Approved: 9 /Opposed: 0

#### 5. Nursing Department – Joan Palladino

- a. NUR 3XX Special Topics in Nursing - Global Healthcare (CD1617167)
  - Motion to approve: Amanda Lubell, 2<sup>nd</sup> Barbara Piscopo
  - Discussions/Corrections:
  - #Approved: 9 /Opposed: 0

\*Pending the following revisions/edits:

- 1) Remove “as well as” in the course outlines page 1
- 2) Revising USA & Countries to be determined (remove “Greece”)
- 3) Adding: “Course is only offered during intersession
- 4) Remove page 3 altogether

**ACTION ITEM #5:** Barbara Piscopo to send updated revisions to JC Barone via email.

#### 6. Social Sciences Department- Zuohong Pan- TABLED PRC APPROVAL

- a. ANT 229 Summer Field School in Archaeology (CD1718012)
- b. Anthropology/Sociology Major Changes (CD1718017)
- c. Social Sciences Major Changes (CD1718018)

#### 7. Justice and Law Administration Department – Anthony Market- TABLED (DEPT. HAS NOT BEEN ASKED)

- a. JLA 405 Revised Course Outline (CD1718001)
- b. JLA 405 Alignment with W3 and Culminating Gen Ed Exp. Competencies (CD1718002)

#### 8. Other

Meeting adjourned at 10:22 am.