

College of the Environment Curriculum Committee
Meeting Agenda for October 10, 2023
11:00 AM – 12:30 PM, OCN 203

ACTION ITEMS

1. Welcome & Introductions (Mikelle Nuwer, Chair, 10 minutes)
2. Committee responsibilities, structure, schedule; new University curriculum committee structure – see below (Michelle Hall & Mikelle Nuwer, 15 minutes)
 - See “Curriculum Committee Roles, Responsibilities & Resources” below
3. Notice of Proposal (NOP) for changes to Bioresource Science and Engineering major, and related course proposals (Sergey Rabotyagov, 20 minutes):
 - See attached NOP forms
 - See attached “SBSE Major Overview”
 - See attached “SBSE Sequence”

Resources:

- NOP guide: <https://registrar.washington.edu/curriculum/notice-of-proposal-nop-form-completion-guide/>
 - NOP process flowchart: https://cdn.doem.washington.edu/curriculum/pdf/OUR_Cur_UW_PP_NOP-Flowchart.pdf
 - ESRM 300 “Principles of Sustainability” – course change, dropping prerequisite
<https://uw.kuali.co/cm/#/courses/view/650b5e4f1635761e870eae06>
 - BSE 422 “Bioresource Engineering Process Modeling and Control” – course change, new title and updated content
<https://uw.kuali.co/cm/#/courses/view/650b4ed6b7216c61a556ce46>
 - BSE 475 / ESRM 475 “Life Cycle Assessment: Fundamentals and Bio-based Applications” – new course
<https://uw.kuali.co/cm/#/courses/view/651de5abddae40afd3bdc7e2>
4. Proposed new course and course change from Earth & Space Sciences (Juliet Crider, 10 minutes):
 - ESS 313 “Geobiology” – course change, reducing credits from 5 to 4
<https://uw.kuali.co/cm/#/courses/view/65120049d1f72068ea44d903>
 - ESS 507 “High Temperature Geochemistry” – new course
<https://uw.kuali.co/cm/#/courses/view/648a46a6a32e1e211ea45d43>
 5. Proposed new Advanced Data Science Option from Oceanography (Mikelle Nuwer, 10 minutes):
 - See attached “OCEAN DSO Proposal”

- See attached “OCEAN DSO Proposal Cover Sheet”

6. [Teaching Support Team](#) Updates (Mikelle Nuwer, 5 minutes)

7. Unit updates (All, 15 minutes – if time permits) – Unit reps share brief updates on any curriculum initiatives or significant proposals that may be coming from their units this year.

INFORMATION ITEMS (5 minutes)

8. Please review College Fieldtrip Policy webpage and ensure that ALL fieldtrips requiring time outside of the times for regular course meetings are listed in the Time

Schedule and syllabus:

<https://environment.uw.edu/intranet/teaching/teaching-best-practices/fieldtrips/>

9. Please review College course webpages for undergrads and suggest any additions or updates:

- Intro Climate Courses: <https://environment.uw.edu/students/degrees-and-courses/courses/climate-courses-for-undergrads/>
- Diversity Courses: <https://environment.uw.edu/students/degrees-and-courses/courses/diversity-courses-for-undergrads/>
- Quantitative Courses: <https://environment.uw.edu/students/degrees-and-courses/courses/quantitative-courses-for-undergrads/>

10. UW Curriculum Office Weekly Drop-In sessions, Fridays, 10:00 – 11:00 AM, **Zoom:**

<https://washington.zoom.us/j/97691490095>

Committee Membership 2023-2024

- Aquatic & Fishery Sciences – Luke Tornabene
- Atmospheric Sciences – Dargan Frierson
- Earth & Space Sciences – Juliet Crider
- Environmental and Forest Sciences – Sergey Rabotyagov
- Friday Harbor Laboratories – Fiona Curliss
- Marine & Environmental Affairs – Anne Beaudreau
- Marine Biology – Kerry Naish
- Oceanography – Mikelle Nuwer (Chair)
- Program on the Environment – Kristi Straus
- Graduate Student Representatives – Maya Garber-Yonts (Marine & Environmental Affairs) & Markus Min (Aquatic & Fishery Sciences)
- Undergraduate Student Representatives – Ertsgaard (Environmental Science & Resource Management) and Nicole Reynolds (Marine Biology, Oceanography)
- Associate Dean for Academic Affairs (ex officio) – Julia Parrish
- Director of Student & Academic Services (ex officio: committee staff) – Michelle Hall

- Executive Assistant to the Associate Dean, Academic Affairs (ex officio: committee staff) – Jane Dolliver

Curriculum Committee Autumn 2023 meeting schedule

October 10, 11:00 AM – 12:30 PM, Proposal deadline = October 3

November 6, 10:00 AM – 11:30 AM, Proposal deadline = October 27

November 30, 11:00 AM – 12:30 PM, Proposal deadline = November 22

Curriculum Committee Roles, Responsibilities & Resources

The College Curriculum Committee is responsible for curricular policy matters and the curriculum review process at the college level. It also helps to stimulate new educational ideas and developments in the college. The Committee is responsible for reviewing the following:

- [New undergraduate and graduate courses](#)
- [Changes to undergraduate and graduate courses](#)
- [Changes to undergraduate admission and program requirements](#)
- [New undergraduate majors, minors, and degree programs](#)
- [Changes to graduate degree programs*](#)
- [New graduate programs*](#)

Committee Structure:

- 1 faculty member from each degree-granting unit (9 voting members, 3-year staggered terms)
- 2 undergrads & 2 grad student members (4 voting members, 1-year terms, option to extend)
- The College's Associate Dean for Academic Affairs (non-voting, ex officio)
- The College's Director of Student and Academic Services (non-voting, ex officio)
- Committee meets ~3 times per quarter (typically 2-5 proposals for new courses or for changes to degree requirements).
- Committee members review proposals prior to each meeting.
- Faculty members are responsible for presenting proposals submitted from their units.
- A quorum = a majority of voting members.
- Goal = bring committee to consensus on whether to approve a proposal (outright or pending final revisions) rather than call for a formal vote

College Curriculum Resources:

- [College Committee description, schedule, and deadlines](#)
- [College of the Environment Teaching Support Team](#)
- [Teaching Support Team Canvas page](#)
- [College of the Environment Teaching webpages](#)
- [NEW! Course Proposal Checklist](#)

NEW University Curriculum Committee Structure

The course application and general education designation review processes have changed at the university level, with two new committees:

- **University Committee on Curriculum Administration (UCCA)** – Chair: Lynn Dietrich (Education), Associate Chair: Tina Miller (Registrar’s Office):
 - Reviews course applications on rolling basis, but with quarterly priority deadline
 - **University Committee on General Education (UCGE)** – Chair: Ann Huppert (Architecture); Associate Chair: Jason Johnson (Undergraduate Academic Affairs); One “board” or sub-committee dedicated to each GE requirement:
 - Arts & Humanities
 - Natural Sciences
 - Social Sciences
 - Reasoning
 - Diversity
 - Writing
- Each group will have 7 voting faculty, 2 from UWB, 2 from UWT, and 3 from UWS (all regular instructors of courses that meet associated requirement).
 - UCGE is comprised of all members of the boards plus the Chair and Associate Chair (~62 members).
 - Focusing 1st on getting Diversity and Writing committees up and running to carry forward policy agendas from last year.

Please suggest excellent candidates for natural sciences, and for reasoning committees ASAP to Julia Parrish.

UW Curriculum Office (UWCO) Quick Links:

Courses

- [Approval process](#)
- [UW course application deadlines](#)
- [Syllabus guidelines and resources](#)
- [Reports](#)

Undergraduate program and credential proposals

- [Process and resources](#)
- [Notice of Proposal \(NOP\) deadlines](#)
- [Undergraduate Proposal deadlines](#)
- [Proposal tracker](#)

UW Curriculum Management system

- [UW CM \[uw.kuali.co\]](#)
- [Quick guides](#)
- [Frequently asked questions](#)