College of the Environment Curriculum Committee
Meeting Agenda for September 26, 2016
3:30-5:00 PM, Ocean Sciences Building, Room 203 (Dean’s Office suite conference room)

1. Welcome & Introductions (Megan Dethier, Chair)

2. Committee responsibilities, structure, schedule; Curriculum Management online system update (Megan Dethier & Michelle Hall)

3. Proposed new courses from Friday Harbor Laboratories (Megan Dethier):
   • FHL 578 “Special Topics in Policy and Communication”
   • FHL 375 “Marine Mammals of the Salish Sea”

4. Proposed course change (adding Natural World designation and changing quarter offered) from School of Oceanography, OCEAN 320 “Coastal Oceanography” (Susan Hautala)

5. Brainstorming new topics for “Meet, Greet, Teach” series for 2016-17 and beyond (Julia Parrish)

6. Unit updates (All)

Committee Membership 2016 - 2017

- Aquatic & Fishery Sciences – Kerry Naish
- Atmospheric Sciences – Becky Alexander
- Earth & Space Sciences – Drew Gorman-Lewis
- Environmental and Forest Sciences – Kristiina Vogt
- Friday Harbor Laboratories – Megan Dethier (Chair)
- Marine & Environmental Affairs – Nives Dolšak
- Oceanography – Susan Hautala
- Program on the Environment – Rick Keil
- Graduate Student Representative – Emma Hodgson (Aquatic & Fishery Sciences)
- Undergraduate Student Representative – Julia Wallace (Oceanography)
- Associate Dean for Academic Affairs (ex officio) – Julia Parrish
- Director of Student & Academic Services (ex officio: committee staff) – Michelle Hall
Curriculum Committee 2016-2017 meeting schedule

Autumn 2016
Sept 26, 3:30-5:00, Proposal deadline = Sept 19
Oct 24, 3:30-5:00, Proposal deadline = Oct 14
Nov 29, 3:30-5:00, Proposal deadline = Nov 16

Winter 2017
Jan 17, 3:00-4:30, Proposal deadline = Jan 9
Feb 14, 3:00-4:30, Proposal deadline = Feb 3
March 7, 3:00-4:30, Proposal deadline = Feb 24

Spring 2017
April 10, 12:00-1:30, Proposal deadline = March 31
May 8, 12:00-1:30, Proposal deadline = April 28
May 30, 12:00-1:30, Proposal deadline = May 19

Curriculum Committee Roles & Responsibilities
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
- Proposing C ENV courses

Committee Structure:
- 1 faculty member from each degree-granting unit (voting members, 3-year staggered terms)
- 1 undergraduate & 1 graduate student member (voting members, 1-year terms with 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)

A quorum = a majority of voting members.
Faculty members are responsible for presenting proposals submitted from their units.
3 key forms commonly reviewed at meetings:
- New Course Application
- Course Change Application
- 1503 Form (Creating & Changing Undergraduate Academic Programs)

For complete committee description, schedule and deadlines, see:
https://environment.uw.edu/intranet/governance/curriculum-committee/
For complete Bylaws, see:
https://environment.uw.edu/intranet/governance/curriculum-committee/by-laws/
For proposals and meeting materials, see the committee’s catalyst workspace at:
https://catalyst.uw.edu/workspace/hallm/17477