Present: Isabel Castro (FORL); Terry Cooney (Dean CLA); Cindy Gissendanner (WMST); Kelly Gray (HIST); Amanda Ginter (FMST); Matt Hoddie (POSC); Miho Iwata (SOAN/CJ); Adam Jabbur (ENGL); Robert Tappan, Chair (RLST)

Absent: Bethany Brand (PSYC) & Alan Marcus (GEOG)

Guests: Karen Eskow (Assoc. Dean)

1. Review of minutes
   • Decision: Approved as written

2. ANTH 3xx-1: Advanced Human Evolution new course proposal
   • Decision: Approved with recommended revisions
   • Delete language stating that late work will be graded at the instructor’s discretion.
   • Consider adding specific penalties for missing class on presentation days.

3. ANTH 3xx-2: Resource Wars of the 21st Century new course proposal
   • Decision: Approved with recommended revisions
   • In the attendance policy, consider revising the language regarding the “loss of a +/-.”
   • Consider adding an emergency-closure policy.
   • The make-up policy should clarify that a doctor’s note is not the only valid form of documentation for students who wish to make up an exam.

4. ANTH 3xx-3: South Asian Popular Culture new course proposal
   • Decision: Approved with recommended revisions
   • In the attendance policy, a failing grade should be listed as an “F” rather than an “FX.”
   • Clarify the number of options for the final papers/projects.
   • Because the syllabus indicates that participation will account for a large part of students’ grades, the value of the participation grade should be listed in the grade breakdown.
   • Consider changing “expectations from you” to “your responsibilities”
   • In the section labeled “Pass/Fail Option,” change the passing grade to 70% or higher. (A grade of “C” ranges from 70%-76% for students on the A-F option.)
• In the paragraph following “Numerical Averages,” the instructor seems to claim ownership of students’ work. Either cut this language or initiate a legal check.
• Add a course-repeat policy.
• Considering adding an emergency-closure policy.

5. ANTH 3xx-4: Anthropology of Africa  
   new course proposal
   • Decision: Approved with recommended revisions
   • In the attendance policy, consider revising the language regarding the “loss of a +/-.”
   • Requiring that students complete all assignments in order to pass the class conflicts with TU Policy.
   • In the attendance policy, clarify that penalties will be assessed after the second absence rather than after the third. (The syllabus indicates that students will be allowed only two penalty-free unexcused absences.)
   • In the section labeled “Pass/Fail Option,” change the passing grade to 70% or higher. (A grade of “C” ranges from 70%-76% for students on the A-F option.)

6. FMST 250: Introduction to the Nonprofit Sector  
   course change
   • Decision: Approved as written

7. FMST 287: Technological Applications in Human Services  
   course change
   • Decision: Approved as written

8. FMST 301: Family Relationships  
   course change
   • Decision: Approved as written

9. FMST 302: Family Theories  
   course change
   • Decision: Approved as written

10. FMST 303: Contemporary Trends in Family Policy  
    course change
    • Decision: Approved as written

11. FMST 305: Parent-Child Relationships Across the Lifespan  
    course change
    • Decision: Approved as written

12. FMST 310: Lesbian, Gay, Bisexual, and Transgender Families  
    course change
    • Decision: Approved as written
<table>
<thead>
<tr>
<th>Number</th>
<th>Course Title</th>
<th>Type</th>
<th>Decision Details</th>
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</thead>
<tbody>
<tr>
<td>13.</td>
<td>FMST 325: Ethics in Human Services</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>14.</td>
<td>FMST 340: The Hospitalized Child and Family</td>
<td>course change</td>
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<td>15.</td>
<td>FMST 345: Introduction to Art Therapy</td>
<td>course change</td>
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<td>16.</td>
<td>FMST 360: Diversity, Culture, and Team Dynamics</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>17.</td>
<td>FMST 370: Special Topics in Family Studies</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>18.</td>
<td>FMST 380: Family Law</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>19.</td>
<td>FMST 387: Community Services for Families</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>20.</td>
<td>FMST 485: Research Methods in Family Studies</td>
<td>course change</td>
<td>Decision: Approved as written</td>
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<td>21.</td>
<td>HIST 369: The History of Shopping in America</td>
<td>new course proposal</td>
<td>Decision: Approved with recommended revisions</td>
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<td>- The syllabus should differentiate between the +/- scale for classwork and the +/-</td>
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<td>- scale for final grades. (e.g., There is no C- for final grades at TU.)</td>
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<td>- Clarify how many reading analyses the students will complete.</td>
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<td>- List prerequisites in the syllabus.</td>
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<td>- Quantify the penalties for late work.</td>
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<td>22.</td>
<td>JPNS 311: Japanese Culture and Civilization Through Manga</td>
<td>new course proposal</td>
<td>Decision: Approved with recommended revisions</td>
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<td>- Remove the prohibition against making up the final exam.</td>
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<td>- Consider adding exceptions to the statement that students must provide a DSS</td>
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<td>- note within the first two weeks of the semester.</td>
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<td>- Add a late-work policy.</td>
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