1. **Call to Order**

The meeting was called to order at 1:30 p.m.

2. **Approval of Minutes**

Minutes from the November 5, 2009 were approved as written.

3. **Old Business**

None

4. **New Business**

**Action Items**

**Curriculum Proposals**

None

**New Courses:**

NLM 555 Strategic Management for Nonprofit Organizations

**Rationale:** clarify grading so that there are no overlapping numbers, i.e., A, A- can go either way; clarify written work for this course; refine goals; separate rationales for course and instructor; number of hours students will meet; how will students prepare for
these class – course load appears to be light for a 500 level course; clarify assessment – 60 points out of 100 for preparation; course withdrawal/attendance policy should be simplified by just giving the link.

NLM 565 Grant Writing Nonprofit Organizations

*Rationale:* participation clarification; clarify outcomes and process, numbers 2-4; reframe student objectives more realistically; repetitive grading; clarify grading/scoring (suggestion – final proposal 40%).

After discussion, a motion to table NLM 555 and NLM 565 was made, seconded, and approved by unanimous vote.

NLM 570 International Non-Governmental Organizations – APPROVED

A motion to approve this graduate course was made, seconded, and approved by unanimous vote.

NTR 539 Global Nutrition – Conditionally Approved

*Rationale:* NTR 539 was conditionally approved pending receipt of clarification of an account/nature of assignments. One sentence will do. Also, can you amend, under peer presentation (should read 8x5).

A motion to conditionally approve this course was made, seconded, and approved by unanimous vote.

ASM 552 Dental Anthropology

*Rationale:* After a lengthy discussion, the one pertinent question that CAPC would like answered is to see an updated syllabus that functions as a proposal for a graduate level course. There are elements in the present syllabus that reflect a 400 level course and CAPC would like this information extracted.

After discussion, a motion to table ASM 552 was made, seconded, and approved by unanimous vote.

EVO 601 Principles of Evolution

*Rationale:* please clarify objectives (more thought should be given between a 500 and 600 level course); eliminate the grade of C- as a viable grade; on the ACRES form just
say that this is a **Graduate Level** course; for code of conduct, just give the link with perhaps a comment that there will be consequences/sanctions (keep it simple).

**EVO 610 Research Areas of Evolution**

*Rationale:* CAPC requests the organization/sample of class schedule; what are the credit hours used for grading?

Heather Hoffart and Gregory Castle can provide additional assistance and information as it relates to these courses. Once information is submitted, EVO 601 and EVO 610 can be reviewed at a future CAPC meeting.

After discussion, a motion to **table** EVO 601 and EVO 610 was made, seconded, and approved by **unanimous** vote.

**LIN 597 Master of Teaching English to Speakers of Other Languages Capstone Course – WITHDRAWN**

At the suggestion of Dr. Ozel, Dr. Paul Matsuda will renumber this course to reflect an omnibus listing of LIN 593.

After discussion, a motion to **withdraw LIN 597** was made, seconded, and approved by **unanimous** vote.

**SOS 536 Food system Sustainability**
**SOS 540 Statistical Modeling for Sustainability**
**SPA 418 Spanish Syntax**
**MAT 350 Techniques and Applications of Applied Mathematics**

There was a motion to **approve** the remaining courses on the agenda. A motion to **approve** was made, seconded, and approved by **unanimous** vote.

5. Adjournment at 3:00 p.m.

Submitted by Phyllis Lucie