

AGENDA
Departmental Meeting
Wednesday, May 4, 2016
9:00 p.m. – 10:30 p.m.
129 AGLS

1. 9:00 – 9:15 **Welcome/Announcements/Bus Recognition** **Elliot**

❖ **Years of Service Pin**

A gold lapel pin was presented to Dr. Manuel Pina for 25 years of service. Congratulations!

❖ **Bring your bus/van/truck/wrecker:**

- Beavers to Rutherford
- Cadena to Stavinoha
- Fulton to AGSS Officers
- Norgaard to Pina
- Smith
- Kujawski
- Briers

From Elliot's notes (Attachment A)

Congratulations to Jen Strong and Robert Strong on being promoted to associate professor and granted tenure.

Congratulations to Orry Pratt and Kevin Andrews for their awards. In addition, congratulations to two new graduate assistants hired for the Fall, Gladys Walter and Breanna Watkins, receiving and accepting the COALS Excellence Fellowship.

Congratulations to Kasee Smith on her new position at University of Idaho. She will be missed.

Congratulations to Billy McKim as new member of the Country Radio Seminar Agenda Committee.

Congratulations to John Rayfield, accepted a faculty position at Texas Tech University. He will be missed.

Wonderful to hear there are so many amazing publications. Keep up the good work.

Thank you, Dr. Murphy – you did a great job running last month's meeting.

Riverside Renovations – There is complexity in the announcement. Currently, a transition or relocation plan has not been shared with ALEC.

When the board members were here last month, we took the members on a tour of IMS and they saw the conditions we teach in. Dr. Dugas attended one of the board meetings and informed us about the two rooms we will get in the new building on the 1st floor. They are interior rooms, the Leroy and Nancy Shafer and Tom and Lynda Curl rooms. The AGCJ group has been working with the architects to assure our needs are met. Thank you for taking the initiative on this. The third space, Marcus Hill room (Integration STEM Lab), is still being discussed.

Dr. Elliot has an appointment to meet with Architecture personnel to create a rendering of the proposed an Agricultural STEM Integration Laboratory.

The STEM group is also working with the proposal sent to San Antonio and resubmitting to Houston Livestock Show and Rodeo for additional funding.

2. 9:15 - 9:30 IT Updates Nelson
Zak informed everyone that Syncplicity has been fully deployed. It did not work for some, however he believes that most issues have been resolved.
- He attended a COALS IT member meeting yesterday and he was provided details that changes may be implemented with the TAMU Exchange server. TAMU wants to implement a policy to hold emails for only 90 days. Zak feels this is not good, but we may have no choice. For those needing to hold emails longer, we will need look into implementing a plan to assist a back-up on their own.
- He added, TAMU is looking to implement the NETID Two-Factor Authentication for upper administrators to accept on your phone as a step of security.
- Neither have been implemented yet, but will be soon.
3. 9:30 – 9:45 Student Group Reports (AGSS/Peer Advisors/Reps/ Fellows/Fusion/ACT/CFFA/FAST-ATA) Misc
- AGSS – Kelby indicated the new officers have been selected: Justin Walker, President; Katlin Keppler, Vice-President; Lori Costello, Treasurer, and Sharon Wagner, Secretary. Katlin added they look forward to an exciting new year to plan new things.
- Fusion – Dr. McKim provided a report. (Attachment B)
- Social Media – Megan provided a report (Attachment C). She added – Engagement from audiences is steadily going up. What engages audiences the most is videos and pictures. Please send anything you wish to distribute, class activities, field trips, study aboard, etc. to alec@tamu.edu.
- Peer Advisors – David mentioned a new president has been selected, Bailey Rogers. Five or six are graduating therefore we are collecting applications for new members. It has been a productive first year with the fundraising activities and David is proud of the group. As advisor this first year, it has been a positive one.
- Dr. Edney reported that CFFA will be attending the State FFA convention in Dallas, TX and there are plans to staff a booth.
- Dr. Elliot mentioned he will be gone next week to Ghana. He is meeting with Agricorps and a Congressional Delegation. In addition, at this time, he does not have plans to travel to Namibia this Summer, he will be traveling to Greece and Poland with those study abroad groups.
4. 9:45 – 10:00 Associate Head Reports Rutherford/Murphy/Cummings
Graduate Report (Attachment D). Dr. Murphy commended on two important points.
- The UG Course Offering/GA Assignment Ad-Hoc Committee has met twice and will have proposed procedures available at the Graduate Faculty meeting on Monday.
- Faculty will be receiving a copy of their CV to review/edit and send back to Clarice. This 2-page CV will be included in the Program Review.

Undergraduate Report (Attachment E).

Dr. Rutherford reminded faculty to make sure field trips are on the University calendar. They need to be on the calendar to note make-up options.

Grade Disputes – details noted on the handout. Must follow appropriate procedures.

New Student Conferences – Not in the AGLS building this year.

Summer DE Courses – must have minimum of 30 students, currently watching the numbers. If you need more students, suggestion to reach to advisors to recruit.

Course syllabi – Jamie has collected previously approved and current syllabi of all UG courses. Workgroups will be asked to review both to identify the exemplar version that will be on file to make sure we meet standard requirements.

May 11 – August – Aggie Frame of Mind – Namibia photos will be on display at the MSC.

Fusion Remote Broadcast – Dr. McKim informed everyone if interested in a remote broadcast, you may contact him. He will review to see if the site is related to the target audiences.

Extension Report

Dr. Cummings mentioned they are wrapping up the semester. Thank you to Michelle, Katy and Philip working with 130-140 new faculty while in Horseshoe Bay. Great job. In addition, thank you to Dr. Dunsford and group with their assistance.

They will be working on a major strategic plan revision this Summer.

5. 10:00 – 10:30 Faculty Meeting (only professors)

Only Professors

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel June 1, 2016 due by May 1, 2016

International (60 days prior to trip): e.g., travel July 1, 2016 due by May 1, 2016

Upcoming Events

May 17-20, AAAE, Kansas City, MO

June 21-24, NACTA, Manoa, HI

July 10-13, ALE, Sacramento, CA

September 19-21, WRAAAE, Tucson, AZ

October 19-21, Competence 2016 Wageningen, The Netherlands,

April 2-5, 2017, ALEC APR

Upcoming Departmental Meetings

(All meetings in 129 AGLS)

ALEC Departmental Meeting
May 4, 2016

1. Congratulations, Thank You, and Welcome
 - a. Congratulations to **Dr. Jennifer Strong** and **Dr. Robert Strong** for being granted tenure and promotion by the Board of Regents.
 - b. Congratulations to **Orry Pratt** as the recipient of the Association of Former Students 2016 Distinguished Graduate Student Award. **Dr. Gary Wingenbach** was his chair.
 - c. Congratulations **Kevin Andrews** for being selected to receive the 2016 Montgomery Award for his significant leadership, commitment and impact on the Texas A&M University graduate student body.
 - d. Congratulations to two new graduate assistants beginning in the Fall, **Gladys Walter** and **Breanna Watkins!** Both received and accepted the College of Agriculture and Life Sciences Excellence Fellowship
2. Announcements
 - a. **Dr. Kasee Smith** has accepted the position of Assistant Professor in the Department of Agricultural and Extension Education at the University of Idaho. We congratulate and wish her luck in her career. We will miss her!
 - b. **Dr. Billy McKim** has been selected as a new member of the Country Radio Seminar (CRS) Agenda Committee for the 2016-2017 term
 - c. Eight AGCJ students traveled with **Dr. Billy McKim** and **Dr. Tracy Rutherford** to Las Vegas to participate in the 2016 Broadcast Education Association Conference and the National Association of Broadcasters Show. Student participants were Shannon Burkhart, Leighton Chachere, Jodi Cockrell, Madison Gramling, Callie Henly, Carlee Latham, Robert Upchurch, and Sydney White.
3. Publications/Presentations
 - a. **Strong, R., Edney, K., & Hanagriff, R.** (in-press). A case study of agricultural extension in post conflict South Sudan. United States Agency for International Development – Modernizing Extension Advisory Services. Champagne, Ill. University of Illinois.

National AAAE Conference, Kansas City, Missouri – May 2016

 - b. Defining Exploratory SAEs: Examples, Parameters, and Barriers. Paper. Author(s): Clay Zwilling, **John Rayfield, Tim Murphy**
 - c. Student Teaching Changed Me: A Look at Kolb’s Learning Style Inventory Scores Before and After the Student Teaching Experience. Paper. Author(s): **Kasee L. Smith, John Rayfield**
 - d. Lessons Learned: Describing the Preservice Preparation Experiences of Early-Career Award-Winning Agricultural Educators. Paper. Author(s): Lockie R. Breeding, **John Rayfield, Kasee L. Smith**
 - e. Effective Teaching: Agriculture Teachers’ Confidence in Instructional Method Use and Perceived Effectiveness. Poster. **Kasee L. Smith, John Rayfield**
 - f. The “Big Inch”: Helping Preservice Agricultural Educators Reengage with Mathematical Applications. Poster. **Chase Colwell, Kasee Smith, JP Hancock, Tim Murphy**
 - g. The Elephant in the Room: Examining the Ethnic Profile of Students in Agricultural Education. Poster. **Kelby McCorkle, Kasee L. Smith, John Rayfield, Roger Hanagriff**
 - h. Using Kolb’s Learning Style Inventory as a Tool for Agricultural Education Student Teachers. Poster. **Lesleigh Bagley, Kasee L. Smith, John Rayfield**
 - i. Through Their Lens: A Photographic Content Analysis of Agricultural Education Student Teaching. Poster. **Kacie Gallegos, Kasee L. Smith, John Rayfield**

NACTA Conference, University of Hawaii – Manoa, Hawaii – June 2016

- j. **Wingebach, G.**, Moore, W., Martin, A., **Rutherford, T.**, **Redwine, T.**, & Jones, W. (2016). Mission critical: Enhancing students' critical thinking skills through study abroad. Oral presentation
- k. Martin, A., Moore, W., **Wingebach, G.**, Jones, W., **Redwine, T.**, & **Rutherford, T.** (2016). The not so "Ugly American": How study abroad enhances students' professionalism skills. Oral presentation
- l. **Redwine, T.**, **Rutherford, T.**, **Wingebach, G.**, & Jones, W. (2016). Cultivating effort in study abroad: An innovative team teaching approach. Oral presentation
- m. **Rutherford, T.**, **Walther, D.**, **Redwine, T.**, **Wingebach, G.**, Lemons, L, Webb, H., Bunch, J.C., & Blackburn, J. (2016). Will mom approve? Parent perceptions of study abroad programs. Oral presentation.
- n. Moore, W., Martin, A., **Wingebach, G.**, **Redwine, T.**, **Rutherford, T.**, & Jones, W. (2016). Mind yourself: A case study in celebrating self-management skills. Poster session
- o. **Prather, B.**, **Leggette, H.**, & **Rutherford, T.** (2016). Investigating students experience at a professional development conference. Poster session
- p. Mobly, M., **Redwine, T.** & **Rutherford, T.** (2016). Combining reflective and reflexive journaling as a tool for technical skill development. Poster session

ALE Conference, Sacramento, California – July 2016

- q. **Greene, W.**, & **Odom, S. F.** (2016 Research Poster Accepted). An examination of perceived leadership development and growth of college students through an undergraduate professional collegiate organization.
- r. **McKee, V.**, **Odom, S. F.**, **Murphrey, T. P.**, & **Moore, L. L.** (2016 Research Paper Accepted). An assessment of a county government agricultural leadership program-Implications and Impacts.
- s. **Moore, L.L.**, **Odom, S. F.**, & **Boyd, B.** (2016 Innovative Practice Paper Accepted). The team leadership summit: Culminating the leadership experience.
- t. **Odom, S. F.**, & **McKee, V.** (2016 Innovative Practice Paper Accepted). Real life leader in the mirror: An online undergraduate leadership course assignment.
- u. **Odom, S. F.**, **Dunn, A.**, & **McKee, V.** (2016 Research Paper Accepted). Measuring significant learning through a personal leadership transformation assignment in an undergraduate leadership course.
- v. **Dunn, A.**, Ho, S.P., **Odom, S. F.**, & **Purdue, E.** (2016 accepted for publishing). Influence of formal academic leadership programs on undergraduates' leadership mindset: An assessment of a [SMC-L] Program.
- w. **Boyd, B.L.** & **Strong, J.** (2016). Mining Leadership for Critical Thinkers (roundtable).

- 4. Dutch treat lunch with Dr. E. – Contact Debbie King to schedule and leave a contact number (for rescheduling): April 22, 25, 27, 28, 29; May 3, 4, 23, 31

Fusion FM Update | May 3, 2016

Broadcast programming

- 8,076 hours since launch (includes music programming)
- 3,456 hours since the end of fall semester (includes music programming)
- 652 hours of studio time **during spring semester**
- 27 undergraduate students (19 in Radio Broadcasting II course)
- 164 hours non-music programming created by students. See summary, below

Element	<i>n</i>	Total minutes
Remote broadcasts ¹	24	4,320
News reports	55	17
Sports reports	55	17
Sweepers/ imaging produced	124	1,318
Spots/promos produced	35	555
Play-by-play and color commentary ¹	20	3,600
Total	313	9,827

Note. ¹ Live broadcasts originating at remote location

Spring 2016 Summary

Remote Broadcasts

- January 29, 2016: Steph, Steph, Steph Fest @ Revolutions Café, Bryan, Texas: 8pm – 10:30pm
- February 4, 2016: First Friday @ Downtown Bryan: 8pm – 10pm
- February 12, 2016: Aggie Cinema – Hunger Games @ MSC: 5pm – 7:30pm
- February 21, 2016: MicCheck Poetry Slam @ Revolutions Café, Bryan, Texas: 8pm – 11:30pm
- February 27, 2016: Kappa Delta Chi 13th Annual Dodgeball Tournament – Kick the Hell Outta Cancer @ Veteran's Park/Athletic Complex: 8am – 10am
- March 3, 2016: Velcro Pygmies concert @ Hurricane Harry's
- March 4, 2016: First Friday @ Downtown Bryan
- March 6, 2016: MSC 11:00am – 1:00pm; 1:00pm – 3:00pm
- April 2, 2016: The Big Event 6:30am – 10am
- April 2, 2016: Kitefest @ Wolfpen Creek 12:00pm – 4:00pm
- April 8, 2016: Parent's Weekend remote @ Spence Park 12:00pm – 1:00pm
- April 12, 2016: Recruitment @ Sbisa Plaza 12:00pm – 2:00pm
- April 13, 2016: Recruitment @ Academic Plaza 12:00pm – 2:00pm
- April 14, 2016: Recruitment @ Academic Plaza 12:00pm – 2:00pm
- April 18, 2016: Recruitment @ AGLS 10:00am – 12:00pm
- April 18, 2016: Recruitment @ Sbisa Plaza 12:00pm – 2:00pm
- April 19, 2016: Recruitment @ Sbisa Plaza 12:00pm – 2:00pm
- April 22, 2016: MSC Baja Birthday Bash / Divergent Dialogues 11:30am – 1:30pm
- April 23, 2016: Layne's Challenge (start/finish line) 8:30am – 3:30pm
- April 28, 2016: Aggies United Cultural Cook-off 4pm – 6:30pm
- May 6, 2016: 4th Annual Community Celebration 4:30pm – 8:00pm

Play-by-play

- December 15, 2015: Play-by-play training; HS Girls Basketball – College Station HS @ Rudder HS
- December 18, 2015: Play-by-play training; HS Boys Basketball – Bryan HS @ A&M Consolidated
- January 12, 2016: Play-by-play on Fusion; HS Girls Basketball – Rudder HS @ A&M Consolidated
- January 15, 2016: Play-by-play on Fusion; HS Girls Basketball - [Ben/Shannon referencing schedule]
- January 22, 2016: Play-by-play on Fusion; HS Girls Basketball – College Station HS @ Rudder HS
- January 28, 2016: Play-by-play [Ben/Shannon referencing schedule]
- February 5, 2016: Play-by-play on Fusion; HS Girls Basketball – Bryan HS @ College Station HS
- February 10, 2016: Play-by-play on Fusion; HS [Ben/Shannon referencing schedule]
- February 16, 2016: Play-by-play on Fusion; HS Girls Basketball Playoffs – Rudder HS vs. @ Elgin
- February 23, 2016: Play-by-play [Ben/Shannon referencing schedule]
- February 27, 2016: HS Girls Basketball – Rudder vs. Crosby @ Aldine, Texas
- March 7, 2016: Play-by-play Softball; A&M Consolidated HS @ Bryan HS
- March 18, 2016: Play-by-play Baseball; College Station HS @ Rudder HS
- March 24, 2016: Play-by-play Softball; College Station HS @ Bryan HS
- March 30, 2016: Play-by-play Baseball; A&M Consolidated HS @ College Station HS
- April 1, 2016: Play-by-play Baseball; Rudder HS @ A&M Consolidated HS
- April 5, 2016: Play-by-play Softball; Rudder HS @ College Station HS
- April 15, 2016: Play-by-play Baseball; College Station HS @ Bryan HS
- April 19, 2016: Play-by-play Baseball; Bryan HS @ Rudder HS
- April 29, 2016: Play-by-play Softball on Fusion; Playoffs @ Bryan HS

Spots/promos

- Kappa Delta Chi Sorority Kickball Tournament promo
- First Friday 3-4-16 promo
- Aggies For Fresh spot
- Advertise with AgriLeader spot
- Lifecycles organization promo
- Brazos Valley Worldfest 2015 promo
- Texas Beef Council spot
- T. Walker Photography spot
- Farmhouse Market spot
- Feed Barn spot
- JG Cattle Co. spot
- Gooseneck Trailer Mfg. Co., Inc. spot
- Parent's Weekend remote promo
- Aggie Cinema remote promo
- The Big Event remote promo
- ALL play-by-plays promo
- Kite Fest remote promo
- Layne's Challenge remote promo
- MSC Baja Birthday Bash remote promo
- Softball Sugar Daddies Tailgate remote promo

Social Media Analytics

April 2016

FOLLOWERS



1916

↑ 24



382

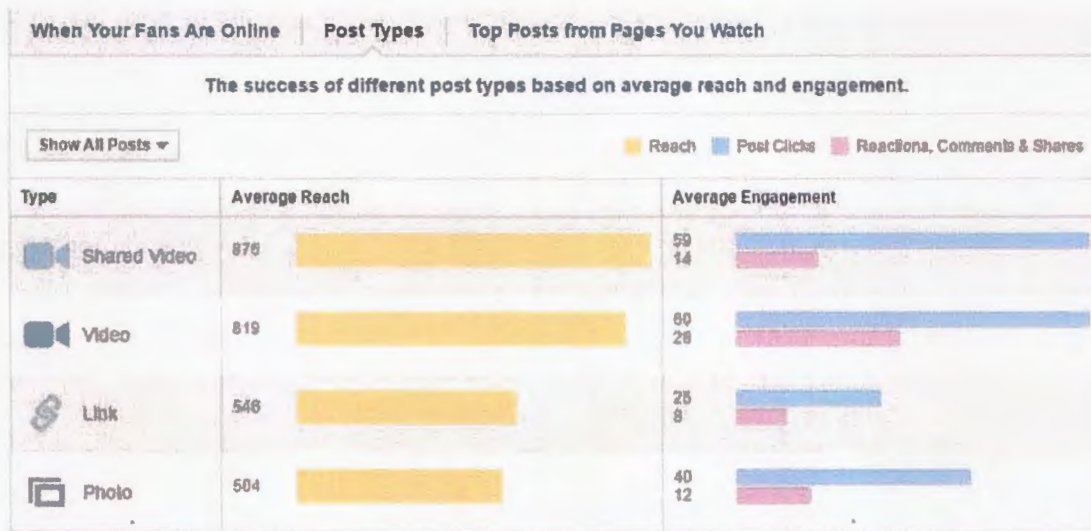
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EFFECTIVE POSTS



Send news, events, and activities to
alec@tamu.edu

**Graduate Program
Associate Head Report – May 4, 2016**

1. Important Information and Dates & Deadlines
 - a. As part of the Program Review, a 2-page CV from each faculty member will be included in the self-study. Faculty will begin to receive the current CV's on file this week and will be asked to review them, edit as need keeping at a 2-page limit and send back to Clarice by the end of May.
 - b. The Spring 2017 class schedule will be due early Fall. The draft of Spring course offerings will be distributed and discussed at the Graduate Faculty on May 9.
 - c. Admission decisions for Fall 2016 April 1 review have been determined. Decision letters have been mailed out.
 - d. Graduation is May 13, 9:00 am.

2. D@D Information
 - a. Faculty and students attending the AAAE National Conference in Kansas City, please mark your calendar to attend the TAMU/TTU Dinner on May 18, 2016, 6:30 pm, at The Granfalloon Restaurant. Registration for the conference is now open and there is an option to select to attend the dinner on the registration form. The price of the meal is \$20.00.
 - b. The dates for the D@D December meeting have been set for December 12-14, 2016. Please mark your calendars. Clarice has booked reservations at the new Calvary Court Hotel being built in Century Square (corner of University Drive and South College). She is working to finalize other arrangements for the agenda.
 - c. Prior to the Graduate Faculty meeting, Monday, May 9, arrangements have been made to schedule a brief face-to-face faculty/student discussion by Skype with the members of D@D Cohort 7. Twelve of the students agreed to connect from 11:00 – 1:00 pm at 30 minute intervals. Any joint faculty interested in visiting with these students are encouraged to attend. Calendar appointments have been sent. If you wish to participate and have not done so, please confirm the meeting you wish to attend. Contact Dr. Murphrey with any questions.

3. Graduate Curriculum Committee meetings
 - a. Chair, Dr. Gary Briers
 - b. Purpose: Review all new course requests, Special Topics requests (689), and other proposed curriculum items.
 - c. Meets on an as needed basis

4. UG Course Offering/GA Assignment Ad-Hoc Committee
 - a. Members include: Tim Murphy, Tracy Rutherford, Lori Moore, Deb Dunsford, and Gary Briers.
 - b. This committee is established for the purpose of proposing procedures for ALEC-Funded Graduate Assistant selection, employment, assignment, and evaluation. The committee has met twice and the proposed procedures will be provided at the next Graduate Faculty meeting May 9.

Upcoming Dates

Graduate Faculty mtg – May 9, 2016, 1:30 pm, AGLS 129

ALEC Graduation – May 13, 2016, 9:00 am

TAMU-TTU Dinner, AAAE Conference – May 18, 2016, 6:30 pm, The Granfalloon

Report

Undergraduate Faculty Meeting
Wednesday, May 04, 2016, 9:00 a.m.
AGLS 129

1. University Authorized / University Sponsored

- a. The Authorized Activity List reports activities that are: Required due to mandatory participation in a university activity, or necessary as a requirement for an official class.
- b. The Sponsored Activity List reports activities of academic and non-academic departments, administrative entities and or recognized student organizations that are: Generally considered to be important to the overall leadership development and education of Texas A&M students, but **Not** required as part of an official class or as mandatory participation in a university activity.

2. Grade dispute procedure

- a. Respondent Conference. The student shall request in writing a review by the respondent. The student shall inform the respondent of any concerns about the adverse decision and communicate how and why the decision is arbitrary, capricious, or prejudicial. The respondent must fully inform the student about the grounds for and process used in reaching the decision. The aim of this review is for: (1) the student to communicate how and why the decision is arbitrary, capricious, or prejudicial; (2) the instructor to communicate how and why the decision is not arbitrary, capricious, or prejudicial; and (3) the instructor to correct errors, if any, in the decision. The respondent shall provide a written response to the student as soon as practicable detailing the grounds for the decision.
- b. Department Review. If the student does not receive a satisfactory outcome at the conclusion of the respondent conference, the student shall request in writing a review by the department head (or designee) of the department offering the course informing the department head (or designee) of any concerns about the adverse decision and communicating how and why the decision is arbitrary, capricious, or prejudicial. The department head (or designee) shall provide a written response to the student and the respondent as soon as practicable detailing the grounds for the decision.
- c. College Review. If the student does not receive a satisfactory outcome at the conclusion of the department review, The student shall request in writing a review by the dean (or designee) of the college having administrative oversight of the department offering the course informing the dean (or designee) of any concerns about the adverse decision and communicating how and why the decision is arbitrary, capricious, or prejudicial. The dean (or designee) shall provide a written response to the student, the original respondent, and the department head (or designee) as soon as practicable detailing the grounds for reaching the decision; how and why the previous decision should stand or be revoked; and describing changes, if any, in the previous decision.

3. Summer updates

- a. Begin May 26/27
- b. Summer teaching – DE courses must have a minimum of 30 students to cover teaching costs
- c. Fall adjuncts – Need finalized lists ASAP so Kenny can complete credentialing
- d. Course syllabi – Workgroups will be asked to review approved & current syllabi to identify the exemplar version that will be used by the department.

Links to Remember

Travel away from campus for all students, https://studentactivities.tamu.edu/app/form_travel

Sponsored & Authorized Events Calendar, <https://stuactonline.tamu.edu/app/sponsauth/index>

Upcoming Dates to Remember

May 11 – Photo Gallery 2nd floor MSC, Aggie Frame of Mind

Includes photos by ALEC students taken in Namibia

ALED/USAL Workgroup Meeting, TBD

EXED Workgroup Meeting – TBD

IDAG Workgroup Meeting – TBD

Travel Request Form Deadlines

Domestic (30 days prior to trip): e.g., travel July 1, 2016 due by June 1, 2016

International (60 days prior to trip): e.g., travel August 1, 2016 due by June 1, 2016

ALEC Undergraduate Curriculum Committee Deadlines							
Dept. Comm Deadline	Dept. meeting	College UPC Deadline	College UPC meeting	UCC Deadline	UCC Meeting	Faculty Senate Deadline	Faculty Senate Meeting
1/25/16	2/8/16	2/25/16	3/3/16	3/18/16	4/1/16	4/1/16	5/9/16
2/29/16	3/14/16	3/24/16	3/31/16	4/22/16	5/6/16	5/9/16	6/13/16
3/28/16	4/11/16	4/28/16	5/5/16	5/20/16	6/3/16	6/13/16	7/11/16
4/25/16	5/9/16	5/26/16	6/2/16	6/17/16	7/1/16	7/1/16	8/8/16
5/31/16	6/13/16	6/23/16	6/30/16	7/22/16	8/5/16	8/8/16	9/12/16

The college's Undergraduate Program Council meets the first Thursday of each month. Agenda items are due the Thursday the week before the meeting. Dawn Kerstetter posts the agenda items prior to the meeting at <http://agrilife.org/collegecouncils/gpc/upc/>. The deadline for the 2016-17 Catalog will require items to have Faculty Senate approval by the December 2015 meeting. A representative from the program/course should plan to be present for the College, University and Faculty Senate meetings to answer any questions about the course or other curriculum change going before those groups.