

UCCC Minutes 12.10.2014
Room-Witherspoon Center 126
Call to Order: 12:33pm

ATTENDANCE

Members Present (Quorum Present: 18) Chair Auerbach, Alton Banks, Amanda Beller, Betty Black, David Berube, Gene Brothers, Debbie Currie, Scott Despain, Michael Helms, Peter Hessling, Tom Koch, Andy Nowel, Hatice Ozturk, David Parish, Martha Reiskind, Farzad Rezaei, Kathleen Rieder, Rebecca Swanson

Ex-Officio Members Present: Charles Clift, Catherine Freeman, Barbara Kirby

Recurring Guests Present: John Harrington, Li Marcus

Members Absent: Charles Hardin (E), Helmut Hergeth (E), Brittany Mastrangelo (E), Robert Warren (E)

Guests Present: Kasey Harris (DASA), Jane Lubischer (Biological Sciences), Page Midyette (DASA, Graduate Intern)

WELCOME and INTRODUCTIONS

Remarks from Chair, David Auerbach:

Chair Auerbach welcomed the committee to the last UCCC meeting of the academic semester.

Remarks from Associate Vice Provost Academic Programs, Barbara Kirby:

Dr. Kirby updated the committee on the university task force assigned to looking at service learning. A subcommittee will be appointed for UCCC to work with the task force on the criteria for service learning designated courses. She explained that the task force will attend a UCCC meeting early next semester to share highlights of the task force and their recommendations. In conjunction with other representatives, UCCC will look at the implementation and criteria of service learning courses. To see a list of service learning courses recently compiled for the [Carnegie Report](#), Dr. Kirby asked members to go to the [Office of Faculty Development website](#). She asked members to consider volunteering for the subcommittee.

CONSENT AGENDA

➤ Approval of the Minutes from November 19, 2014

A motion was made and seconded to approve the Minutes as presented. Without discussion, the motion was **APPROVED** unanimously.

- A motion was made and seconded to approve the consent agenda. One member requested that **ECE 495 Individual Study in ECE** be pulled out for further review. Another member requested that **LSC 295 Special Topics in the Life Sciences** also be pulled. Without further discussion, the remaining actions in the motion were **APPROVED** unanimously.

Action	Type
PS 445-Comparative Systems of Law and Justice	Rev: Removal of pre-req
NE 202-Radiation Sources, Interaction and Detection	Rev: Pre-req; update 14NEBS
CE 464-Legal Aspects of Contracting	Rev: Co-req
BME 443/543 - Cardiovascular Biomechanics	Drop Course

PHI 422-Philosophical Issues in Environmental Issues	Drop Course - no faculty to offer
BA Leadership in the Public Sector (16LPSBA)	Rev: Replace PS 471 with LPS 320
Associate of Applied Science (AAS) in Ornamentals & Landscape Technology (11OLTAAS)	Rev: Title Change to Horticultural Science and Management (11HSMAAS)
Biological Sciences: Ecology, Evolution,& Conservation Biology (17BIOSCBS-17BIOSCEEC)	Rev: Various Changes
Biological Sciences: Human Biology (17BIOSCBS-17BIOSCHB)	Rev: Various Changes
Biological Sciences: Integrative Physiology and Neurobiology (17BIOSCBS-17BIOSCIPN)	Rev: Various Changes
Biological Sciences: Molecular, Cellular, & Developmental Biology (17BIOSCBS-17BIOSCMCD)	Rev: Various Changes
Genetics (17GNBS)	Rev: Various Changes
Zoology (17ZOOBS)	Rev: Various Changes

- **ECE 495 Individual Study in ECE-APPROVED** unanimously.
Discussion: One member noted that the pre-requisites would be problematic to enforce. Another member noted that the department would sign students up for the course, so it would be up to the department to determine if students had the qualifications to be signed up for the course. The presenter explained that students would be signed up only for sections that were appropriate to their previous coursework. Students would have a background in the subject matter. He noted that the course itself does not count towards the degree, but allows for more research opportunities for students in the major. He noted that they will not enforce the pre-requisite. Without any additional discussion, the action was **APPROVED** unanimously.
- **LSC 295 Special Topics in the Life Sciences-APPROVED** unanimously.
Discussion: One member asked if the two repeats listed are for a total of six hours. Dr. Jane Lubischer, from Biological Sciences, explained that since the course is a special topics, theoretically students would have matriculated out of the LSFY program. At most, the max would be six credits. Additionally, there is not a lot of room for students to add to their schedule. Charles Clift asked if the restrictive statement should be enforced. Dr. Lubischer confirmed yes. Exceptions will be made by the department. Without any additional discussion, the action was **APPROVED** unanimously.

NEW BUSINESS

- **BIO 481 Senior Capstone Project-APPROVED** unanimously.
Discussion: Betty Black moved; David Parish seconded. One member noted that ‘relevant experiences’ listed in Student Learning Outcome #1¹ outside of the classroom should be clarified. Dr. Jane Lubischer, from Biological Sciences, explained that the department looks at this as an opening for students to incorporate their outside experiences in their reflection. She offered to take it out if it appeared too vague. The member asked what constitutes outside. He noted that it is too vague and could be subject to misuse. Dr. Kirby noted that in most capstones, it is a compilation of a student’s work and experiences over four years. She believed it would be hard to cut out a student’s experience. Dr. Kirby outlined an example of a student shadowing a physician; this would impact how a student would see their field of study in medicine. These are not usually isolated experiences. Dr. Lubischer noted that the perhaps the key word is ‘relevant’. She felt that critical thinking will help students see and articulate what is relevant. Another member noted that he doesn’t see a problem with the wording. He felt hat it could be a nice prompt to include experiences for students. The quality and rigor would be enforced by the instructor. A member felt that it was a semantics issue,

¹ UCCC Agenda 12.10.2014,pg. 44, <http://www.provost.ncsu.edu/governance/standing-committees/courses-curricula/2014-2015/agendas/documents/12.10.2014UCCCagendaandActionsv3.pdf>

one where outside experiences should be clarified to reduce misunderstanding. Dr. Lubischer emphasized that she would like to encourage students to incorporate their experiences into their academics. One member noted he had some questions with the outcomes for the whole Biology BA program. He asked if the research papers would be used as a measure for students to determine if they are meeting the program outcomes. He asked how many students would be enrolled in the course. Would it be manageable for the instructor to teach and assess if students meet the program objectives? Would the in-class assignments be part of this assessment? The member asked if the presentations counted as the in class assignments. Dr. Lubischer explained that her understanding of program assessment is that a random sample can be taken to assess student learning and program outcomes. For the in class assignments, this is used to ensure that students are able to keep up with what is going on in class. This could be a quiz or a short writing assignment. The member noted that for Week 8 and Week 9 there are presentations. He asked for more information on what students are presenting. Dr. Lubischer explained that the intention is to have students talk about their research and work, and how it is progressing. Each student may have different disciplines they are pulling from, so each presentation will be different. Charles Clift, from Registration and Records, noted that the capstone component has not been utilized in SIS yet. He asked if the course would fit into a seminar or practicum in the meantime. Catherine Freeman said her office would follow up on this, but for now the course could be approved as a seminar. Charles Clift asked if the restrictive statement should be enforced. Dr. Lubischer confirmed that it should be enforced. One member asked if the course would be taught every year; if so it needed to be marked on the *Course Action Form*. Without any further discussion, the action was **APPROVED** unanimously.

➤ Biological Sciences BA-Appendix C with Curriculum-APPROVED unanimously.

Discussion: Betty Black motioned; David Parish seconded. One member noted that she could not find consultations in the action. She asked if consultations with other colleges were sought. The member explained that the proposed Biology BA degree has made it possible for a second discipline to be included for 21 credits. Dr. Lubischer explained that a request was sent to the Associate Deans for consultation. She explained that she had worked most extensively with CHASS. Dr. Lubischer emphasized that the goal is to have a theme with the second discipline, and not a selection of random courses. In preparing for this degree, Biological Sciences has looked at the demographic of students most likely to participate in the Biology BA degree. She expects double majors of Psychology and Biological Sciences after looking at students who are enrolled in a Psychology degree with Biological Sciences minor. Dr. Lubischer explained that some students may already be taking the courses that would constitute the Biology BA degree. Dr. Lubischer also noted that she had received a consult from Engineering. The member explained that she has had students in her college, Design, who might be interested in pursuing a second degree in Biological Sciences. She did not anticipate students being able to fit 21 credit hours from Design Studies or Art& Design in the Biological Sciences BA curriculum. She couldn't see a student doing all of the credits. Dr. Lubischer noted that there have been Design students with minors in Biological Sciences. The member asked if a student receives a degree in Psychology if it is a BA degree? Dr. Lubischer explained that there is no definition on how NCSU defines a BA and BS with clear rules or regulations. The member explained that the College of Design only has one BA degree, in Design Studies. Another member asked if there are other universities that have both a BS and BA in Biology? Dr. Lubischer confirmed that there are other universities who have both a BA and BS. One member asked for clarification on the experiential degree requirement. Dr. Lubischer explained that she has catalogued the Biology courses that include this component. She explained currently it is in the department's hands, with advisors and a program coordinator employing a contract with students. The member asked if the Biology BS degree already contains experiential components. Dr. Lubischer stated yes, and that other programs in the College of Sciences use experiential requirements. Additionally, the College of Agriculture and Life Sciences employs this. The member asked if the criteria are determined by the advisor. Dr. Lubischer clarified that it is the advisor and the coordinator of the program. The member noted that

the experiential experience and capstone seem very critical for the program. Another member asked if Biology has an internship course as well. Dr. Lubischer stated that they do not have one. The presenter explained that nine or ten hours a week could be considered professional and experiential. A member noted that during his time at another institution, data was collected on internships. It was determined that they are suspicious. Dr. Kirby noted that this is an issue that goes beyond the proposed Biology BA action. She noted that the UCCC subcommittee has been considering the numbering for courses for internal and learning experiences. Every college and program shapes their own internal and external experiences. Dr. Kirby explained that colleagues in Registration and Records try to illustrate the correct contact and credit hour ratios for these experiences. She noted that the ultimate goal is to bring some consistency across the system; right now it is all experiential, but everyone calls it something different. A member mentioned that this is a bigger issue. Students who participate in experiential learning tend to be a part of higher socio-economic groups and often have connections. He asked when putting together a degree program, how will student fulfill this requirement? He noted that those without means struggle. Dr. Lubischer felt that it would actually make it better for students, because it is built into the curriculum and is credit bearing. Students will not be expected to fulfill this requirement in addition to a full semester of coursework. Additionally, Dr. Kirby explained that there may be some financial incentives if it is credit bearing. Once an experiential supervisor finds out that the experience is credit bearing, they tend to take it more seriously. They understand that it is a real experience for the student. Charles Clift asked if BIO 492 could be used as a placeholder in the audit since it is a three credit hour course. This would be used until there is a course that addresses this. Dr. Lubischer noted that she could provide a starting list to be put into the audit until the course is created. One member asked if when writing student learning objectives, if principles of creative thinking were included. The member noted that she was looking for creative writing. Dr. Lubischer explained that she is familiar with theories on creative thinking, but she would need some help with assessing this. She explained that the students would be in the Biology degree, but is unsure what the second program might be; this would be challenging in program assessment. Another member mentioned that she found the capstone course previously approved helpful with assessing this; she found the curriculum satisfactory. Without any additional discussion, the action was **APPROVED** unanimously.

After the action as approved, Dr. Kirby explained to the committee the next steps for this action. She noted that the university tries to balance the deadlines of submissions and meeting agendas for agencies like the Board of Trustees and Dean's Council. She noted that Appendix A is currently with UNC-GA being reviewed. After their review, they will request the action that was just approved, Appendix C. However, they may ask for more information or additional revisions. This would mean that Appendix C may need to come back to UCCC for review depending on the revision. This proposed curriculum will be the first one in advancing in the recent past. Usually NCSU is granted three spots, and the graduate programs come forward first. However, this year NCSU was granted five spots. Dr. Kirby thanked the committee for their understanding on this matter.

- ECE 404 Introduction to Solid State Devices- **APPROVED** unanimously.
Discussion: Hatice Ozturk motioned; David Parish seconded. Catherine Freeman noted that the abbreviated title would need to be revised. The presenter agreed to let Li Marcus, from Registration and Records, handle the revision to the abbreviated title. Charles Clift noted that there was a change to the pre-requisite and restrictive statement, but the boxes had not been checked for the revision. Without any further discussion, the action was **APPROVED** unanimously.
- ECE 402 Communications Engineering-**APPROVED** unanimously.
Discussion: Hatice Ozturk motioned; David Parish seconded. Charles Clift asked if the restrictive statement should be enforced. The presenter confirmed that it should be enforced. Without any additional discussion, the action was **APPROVED** unanimously.

- CSC 111 Introduction to Computing-Python-APPROVED unanimously.
Discussion: David Parish motioned; Scott Despain seconded. The presenter noted that the restrictive statement should be enforced. Charles Clift noted from previous email exchange, CSC 111 is not replacing CSC 112 for Spring 2015. The presenter stated that currently students are signed up for CSC 112. Once CSC 111 is approved, students would be flipped into CSC 111. One member noted that in the catalog description, there is nothing indicating that it is limited to students in specific majors. Another member pointed out that the *Academic Integrity Policy* is thorough and exhaustive. She noted that in the First Year College, academic integrity is handled through conferences, with appropriate action discussed. This could mean no credit on an assignment, partial credit, or no credit for the course depending upon the severity. She asked if there is an issue with stating cheating would automatically have a specific consequence. The presenter explained that the department is adamant about adhering to academic integrity. He noted that there is a grey area for cheating, so it is easy for students to think they are not cheating. However, Computer Science has programs that can show what constitutes cheating. He noted that a lot also has to do with intent. The Office of Student Conduct bases their decisions on actions not intent. This department wants their students to know up front what constitutes cheating. A member made a friendly suggestion to include citing oneself for proper citations. Without any further discussion, the action was **APPROVED** unanimously.

- TE/ISE 110 Computer-Based Modeling for Engineers-APPROVED unanimously.
Discussion: David Parish motioned; Scott Despain seconded. One member noticed that the College of Textiles signatures are missing from the action. The presenter stated that they had been signed by Textiles. Catherine Freeman noted that her office will follow up to get the signatures. Without any additional discussion, the action was **APPROVED** unanimously.

- Construction Engineering and Management-Mechanical Construction (14CEMBS-14CEMMEC)-APPROVED unanimously.
Discussion: David Parish motioned; Alton Banks seconded. **APPROVED** unanimously without discussion.

- BUS 443 Business Analytics-APPROVED unanimously.
Discussion: Andy Nowel motioned; David Parish seconded. **APPROVED** unanimously without discussion.

- HS 242 Introduction to Small Scale Landscape Design-APPROVED unanimously.
Discussion: Martha Reiskind motioned; Betty Black seconded. One member expressed his enjoyment of the inspirational thought. The presenter noted that was present in the old syllabus, but it is not in the new one. Without any further discussion, the action was **APPROVED** unanimously.

- Horticultural Science-Technology, Landscape Design (11HORTBS-11HORTTHL)-APPROVED unanimously.
Discussion: Martha Reiskind motioned; David Parish seconded. One member expressed his confusion, with the blanks on the *Format B Form*. Catherine Freeman noted that her office will work with the college to make sure this is amended. Without any additional discussion, the action was **APPROVED** unanimously.

ANNOUNCEMENTS and DISCUSSION

Catherine Freeman announced to the committee that training for the new course approval system, CIM (*Course Inventory Management*) would be held on January 22nd and 23rd. She explained that the

company, LeapFrog will be sending a trainer to help with this process. Catherine Freeman noted that her office would send more information as it becomes available.

Meeting adjourned at 2:00pm

Respectfully submitted by Gina Neugebauer