

UCCC Minutes 4.1.2015
 Room-Talley Student Center 3285
 Call to Order: 12:31pm

ATTENDANCE

Members Present (Quorum Present:13) Chair Auerbach, Amanda Beller, Gene Brothers, Debbie Currie, Scott Despain, Peter Hessling, Tom Koch, Helen Kraus, Andy Nowel, Hatice Ozturk, David Parish, Kathleen Rieder, Rebecca Swanson

Ex-Officio Members Present: Catherine Freeman, Barbara Kirby

Members Absent: David Berube (E), Alton Banks, Betty Black (E), Charles Clift (E), Joseph Gilliam, Charles Hardin (E), Michael Helms, Helmut Hergeth, Brittany Mastrangelo (E), Farzad Rezaei, Robert Warren

Recurring Guests Present: John Harrington, Li Marcus

WELCOME and INTRODUCTIONS

Remarks from Chair, David Auerbach:

Chair Auerbach welcomed the committee in attendance to Talley 3285. He mentioned to the group that in the future, the committee might experiment on reviewing courses virtually, with comments and objections made completely online. Catherine Freeman explained that there is an option in CIM to do electronic voting, but the earliest it will be considered is the 2015-2016 academic year. A member asked if this is done electronically, will the comments, questions, and suggestions be on records. Catherine Freeman confirmed yes.

Remarks from Associate Vice Provost Academic Programs, Barbara Kirby:

Dr. Kirby welcomed UCCC to the meeting. She noted that there is anticipation that the future agendas for the semester will be heavy. There is significant CourseLeaf activity; paper copies will still be accepted for committee review, but may be bumped back to the departments to enter updated information into CIM.

CONSENT AGENDA

- Approval of the Minutes from March 18, 2015-**APPROVED unanimously without discussion.**
- A motion was made and seconded to approve the consent agenda. The Arts Studies-Visual Arts (16ARTSTBA-16ARTSTVIS) was pulled for further review. Without any further discussion, the package was **APPROVED unanimously.**

Action	Type
Outdoor Leadership Minor (24OLM)	Rev: Add HESO 263 to electives list.
SOC 492 <i>External Learning Experiences</i>	Rev: Catalog Description
SOC 493 <i>Special Problems</i>	Rev: Catalog Description
ENG 317 <i>Designing Web Communication</i>	Rev: Pre-req
EGM 180 <i>Introduction to Mechatronics Laboratory</i>	Rev: Prefix (Change to JEM)
PO 201A <i>Poultry Science and Production</i>	Rev: Add AGI Suffix to PO 201 for AGI offering
PO 202A <i>Poultry Science and Production Laboratory</i>	Rev: Add AGI Suffix to PO 202 for AGI offering
Livestock & Poultry Management AAS (11LPMAAS)	Rev: Replace PO 111 with PO 201A/202A

- Arts Studies-Visual Arts (16ARTSTBA-16ARTSTVIS)-**WITHDRAWN by presenter.**
Discussion: A member from Design provided some insight to ADN 414, a course that is applied, which fits into the curriculum. She explained that GD 303, which is listed, is not focused on application. The member explained that GD 303 is a History and Theory class. She noted that taking replacing the former History course with GD 303 did not make sense. Without any additional discussion, the action was **WITHDRAWN by the presenter.**

NEW BUSINESS

- REL 230 Asian Religions-**APPROVED unanimously without discussion.**
- (16SOCBA) and Criminology (16CRIMNBA) - APPROVED unanimously.
Discussion: Scott Despain moved. Tom Koch seconded. A member pointed out that one of the courses from her college, ADN 454, may not exist as a course anymore. She suggested a double check of the courses in the list. The presenter noted that his college is encouraging programs to consider referring to lists instead of writing them out on their 8 semester displays. Without any further discussion, the action was **APPROVED unanimously.**
- SW 260 Introduction to Gerontology: An Interdisciplinary Field of Practice – WITHDRAWN by presenter without discussion.
- JEM 123 Introduction to Computer Aided Design for Mechatronics Engineering- APPROVED unanimously with friendly suggestions
Discussion: Hatice Ozturk moved; David Parish seconded. One member noted that the justification statement provided reasoning for revision of the prefix from EGM to JEM. However, information is not listed as a pre-requisite on the main page. Another member noted that the course has co-requisites of E 101 and JEM 180, but the Course Action form says one thing, but the paragraph in the memo says ‘none’. A member noted that the second learning outcomes seemed abstract. One member made the suggestion to add “*by examples*” to the statement, as this will allow the student learning outcome to be measureable. Without any additional discussion, the action was **APPROVED unanimously with friendly suggestions.**
- EGM 360 Advanced Mechatronics Design Laboratory- APPROVED unanimously with the friendly suggestion
Discussion: Hatice Ozturk moved; David Parish seconded. One member noted that this course needed a similar clarification on the S/U grading that the previous action had. He explained that the syllabus suggests that there is S/U grading. The presenter stated that she was unsure why the department is not checking or enforcing pre-requisites. Chair Auerbach asked what happens in practice with this course. Catherine Freeman explained that sometimes pre-requisites are not enforced overall, but enforced at the section level. Theoretically any student would be able to register for the course. A member from the college explained that this course is part of a joint distance-education program with UNC-Asheville. Students would take this course via distance education. To keep students in the time frame to graduate in four years, the program is more flexible on some of the pre-requisites. A member asked if this applies to the enforcement of the co-requisites as well. A member from the college stated that he was not sure. Without any additional discussion, the action was **APPROVED unanimously with the friendly suggestion of clarifying the S/U grading.**
- EGM 484 Senior Design Project in Mechatronics Engineering I- APPROVED unanimously.
Discussion: David Parish moved; Scott Despain seconded. Li Marcus asked if the commas in the pre-

requisite were ‘ands’ or ‘ors’. The presenter confirmed that the commas serve as ‘ands’. One member asked if the number of hours for the lab were acceptable. Catherine Freeman confirmed that the hours are acceptable. Without any further discussion, the action was **APPROVED unanimously**.

- EGM 484 Senior Design Project in Mechatronics Engineering II- **APPROVED unanimously without discussion.**
- Engineering-Mechatronics (14EGRBS-14EGRJEM) - **APPROVED unanimously.**
Discussion: David Parish moved; Scott Despain seconded. The presenter explained that the display appears to only be half a degree; major courses come from NC State University, while General Education courses come from UNC-Asheville. Without any further discussion, the action was **APPROVED unanimously**.
- HS 432 Permaculture: Sustainable Living- **APPROVED unanimously with friendly suggestions.**
Discussion: Helen Kraus moved; David Parish seconded. One member asked for clarification on the three field trips that are required. He noted that if he was a student, this would be confusing, when there appears to be eight field trips. The presenter explained that students must participate in three of eight offered field trips, with the mountain field trip being optional. A member explained that the wording is confusing, as the expense for the mountain trip is not optional, should a student decide to participate in that field trip. A different member suggested removing ‘not’ from the transportation statement, as the expense is not optional for the mountain trip, but the trip itself is optional. A member asked when these eight weekend trips would occur, and if students were given a menu ahead of time. The presenter explained that this changes each semester, but a menu is always provided. The member noted that he would not know when the field trips would occur, since they change. The presenter assured the committee that students know the first day of class what the field trip schedule will be, but are not provided this information any earlier. A member pointed out that the second learning outcome seemed a bit vague; he asked how could it be determined that students are making connections. Dr. Kirby suggested removing the word ‘better’. Another member noted that students may be confused under grading assignments as it lists a specific grading system but then states that the course follows the NCSU standard grading system. The presenter explained that the specific grading was solely for the assignments; the course grade would be based upon the NCSU standard. Without any additional discussion, the action was **APPROVED unanimously with friendly suggestion concerning: clarification of the transportation statement, clarification of the field trip fee, and removal of the word ‘better’ in the second learning outcome of the syllabus, and clarification on the two types of grading bases.**

ANNOUNCEMENTS and DISCUSSION

Meeting adjourned at 1:06 pm

Respectfully submitted by Gina Neugebauer