

University Courses and Curricula Committee – August 24th, 2016

Talley Student Union 4140

Call to Order: 12:46 PM

Members Present: Chair Andy Nowel, Past Chair Scott Despain, Catherine Driscoll, Peter Hessling, David Tarpy, Shweta Trivedi, Kathleen Rieder, Marta Klesath, Elizabeth Fath, Edwin Lindsay, Andreas Orphanides, Steven Peretti, Amanda Beller, Mian (Helen) Wu, Richard Podurgal

Members Absent: Scott Feruson, Helmut Hergeth, Alton Banks, Michael Robinson, Greg Young

Ex-Officio Members Present: Li Marcus, Lexi Hergeth Charles Clift, Kevin Burge, John Harrington, Kyle Pysher, Rebecca Swanson, Barbara Kirby

Guests: Dr. Tamah Morant, Richard Kotek (Proxy), Lianne Cartee, Robin Clements, John Millhauser, Logan Griffin, Michelle Schroeder- Moreno, Helen Kraus, Stephanie Dunstan, Peggy Domingue

Welcome and Introductions

- **Chair Andy Nowel-** Thanks to Past Chair Scott Despain and introduced Lexi Hergeth. Emphasized the importance of action review within the college and encourages guests to attend. Introductions for everyone present.
- **Dr. Kirby-** Thanked everyone for serving and presented the charge of the committee. Explained the connections between departments, colleges, R&R, and this committee. Underlined Chair's request that reviewers reach out with any questions. Explained the provost will be reviewing and that our body is an advisory group. Counting on committee members to bring content of committee back to the colleges/ departments.
- **Li Marcus** – Explained Courseleaf and CIM briefly.

Establishing Quorum: Scott Despain moved that quorum be established at 50% non-student voting members plus one (10). Motion was **Approved Unanimously**.

Approval of UCCC May 4th, 2016 Minutes – Approved Unanimously

Beth Fath moved to approve. No further discussion.

New Business:

- **Consent Agenda –Approved Unanimously**
 - **Discussion:** The Chair explained the purpose and functionality of the consent agenda. Member Catherine Driscoll moved to approve. Dr. Barbra Kirby clarified the BMME prefix and related courses. Guest Lianne Cartee explained that creating the BMME prefix will help bookkeeping. Member asked if we have to approve changes from UNC and NCSU. Guest Lianne Cartee explained there is a trust between universities in the UNC system – actions will be approved at the home university and brought to the University level as informational.
- **Course and Curricular Business**
 - **SSC 342 Soil and Plant Nutrient Analysis - Approved Unanimously**
 - **Discussion:** Member David Tarpy presented. No further discussion.
 - **Request to Establish Agroecology & Sustainable Food Systems – Approved Unanimously**
 - **Discussion:** Dual degree program presented by Member Shweta Trivedi. Dr. Kirby explained the pathways new degrees take to reach the request to establish. Member asked what student demographic is expected and what kinds of employment these students will have after graduating. Guest Michelle Schroeder- Moreno answered the degree will attract traditional agricultural and non-traditional agricultural students. After graduating, 60-70% go on to graduate school in Agroecology or Sustainable Food Systems. The guest also explained that new jobs are being created related to this kind of program. Guest Tamah Morant asked about the Business courses in relation to seat requirements. Guest Helen Kraus explained that there will not be a request for seats to be reserved in business courses as these courses are in the curricula to facilitate transfers from that background into the major.
 - **Industrial Design (12IDB) – Approved Unanimously**
 - **Discussion:** Member Kathleen Rieder presented. Member asked for clarification of C wall vs C- Wall. C- (minus) wall confirmed by Presenter. Presenter explained there are defined points for C and C-grades. Dr. Kirby reminded the committee that 2.0 GPA is required to graduate and a C- would be below a 2.0.

- **Environmental Design Architecture (12BEDA) – Approved Unanimously**
 - **Discussion:** Member Kathleen Rieder presented. No further discussion.
- **CH 220 Intro Organic Chemistry -Approved Unanimously**
 - **Discussion:** Member Marta Klesath presented. Member asked about the safety risks because of the statement of assuming insurance. Friendly suggestion to alter the syllabus on this point.
- **CH 222 Organic Chemistry I Lab – Approved Unanimously**
 - **Discussion:** Marta Klesath presented. Member brought up enrollment and asked how many instructors would teach students. Presenter noted that TAs will be instructing many labs. Member asked about the difference between 220 and 22, concerning content. Presenter explained content is staying the same but the organization of lecture and lab are now different. Member asked why this was a major change instead of a minor change in CIM. Li Marcus explained that if minor changes suggest substantive changes to a course, it becomes a major action.
- **GN 451 Genome Science – Approved Pending**
 - **Discussion:** Member Marta Klesath presented. A member suggested that student evaluation methods in CIM should add up to 100% for ease of review. Member noted that syllabus indicates 14 weeks when a semester has 16 weeks including the exam period. Dr. Kirby pointed out that because contact hours feed into the calculation of credit hours, the weeks need to be accounted for in the syllabus. Li explained classifications of Approved, Approved Pending, Friendly Suggestions, and Tabled motions.
- **MUS 205 Intro to Music in Western Society – Approved Unanimously**
 - **Discussion:** Member Amanda Beller presented. No further discussion.
- **ANT 475 Environmental Archaeology – Approved Unanimously**
 - **Discussion:** Member Catherine Driscoll presented. Member commended the syllabus on explanation of participation. No further discussion.
- **FLS 212 Spanish: Language, Technology, Culture – Approved Unanimously**
 - **Discussion:** Member Scott Despain presented. No further discussion.
- **HI 253 Early American History – Approved Pending**
 - **Discussion:** Member Catherine Driscoll presented. Dr. Kirby asked if this course is part of the syncing up of the 200 level history courses for transfer equivalency and USD requirements and presenter confirmed. Member noted that the location of the disabilities office in the syllabus is incorrect. Kevin Burge asked whether the requisites “credit is not allowed for both HI 253 and HI 251” needs to be coded. Presenter confirmed it should be coded to prevent enrollment in both courses.
- **Management All Programs (20ACCBS, 20BUSBS, 20ECONBA) – Approved Unanimously**
 - **Discussion:** Member Richard Podurgal presented. Chair thanked the Statistics department for their assistance. Dr. Kirby asked if there will be additional changes to the curricula because of the changes in numbering in courses. Guest Tamah Morant confirmed there will be additional changes and PCOM will help those students affected.
- **TT 351 Woven Products and Processes – Approved Unanimously**
 - **Discussion:** Proxy member Richard Kotek presented. Li Marcus explained the color coordination of changes in CIM.
- **NE 401 Reactor Analysis and Design – Approved Unanimously**
 - **Discussion:** Member Steven Peretti presented. A member asked for clarification in the syllabus about “optional attendance.” Presenter explained that there will not be a penalty for absence as lectures are also offered online.
- **ECE 463 Microprocessor Architecture – Approved Unanimously**
 - **Discussion:** Member Steven Peretti presented. Member asked about the difference in the number of learning outcomes differing from CIM and the syllabus. Li Marcus explained that the last time a similar course had been discussed in UCCC that the difference was deemed acceptable by the committee as there are specific learning outcomes (such as those required by accrediting agencies such as ABET) in the syllabus and overarching learning outcomes in CIM.

Other Business

Presentation from Office of Assessment: Guest Stephanie Dunstan from the office of Assessment presented PowerPoint on Student Learning Outcomes. Blooms Taxonomy, avoiding vague wording, Measures/ Evaluation using direct evidence of learning and formal measures.

Syllabus Availability Subcommittee: Dr. Kirby discussed joining subcommittees, specifically syllabus availability subcommittee. Students have gone to multiple faculty members and committees requesting specific information about courses and syllabi availability before enrolling. Dr. Kirby asked for volunteers who would like to join the committee to contact OUCC. The subcommittee will explore options for students to have a basic information sheet with key information on the course prior to the start of the semester during enrollment. Subcommittee will determine what kind of information will become available.

Chair-Elect Process: Chair Andy Nowel announced the election of Chair elect for the next meeting.

OUCC Reminders and Updates: Li Marcus reminded members about upcoming deadlines and where to find the deadlines in the committee packet and introduced herself and Lexi Hergeth as points of contact for any questions.

Meeting Adjourned at: 2:43 PM

Respectfully Submitted by Lexi Hergeth