**University Courses and Curricula Committee** February 8th, 2017

 Talley Student Union 4140

 Call to Order: 12:46 pm

 **Members Present:** Chair Andy Nowel, Amanda Beller, Scott Despain, Catherine Driscoll, Mian Wu, Elizabeth Fath, Andreas Orphanides, Kathleen Rieder, Helmut Hergeth, Edwin Lindsay, Richard Podurgal, Daniel Harper, Greg Young, Marta Klesath, Peter Hessling**,** David Tarpy,
**Members Absent**: Michael Robinson, Alton Banks, Shweta Trivedi, Steven Peretti, Scott Ferguson,

**Guest**: Natalie Cooke, Jane Lubischer
**Ex-Officio Members Present:** Li Marcus, Lexi Hergeth, Charles Clift, Melissa Williford, John Harrington, Kyle Pysher

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair***—* Chair Andy Nowel introduced the proxy and guest and reminded members that the subcommittee will meet after the meeting.
* **Approval of the Minutes from January 25th** 2017 – *Approved Unanimously*
	+ Discussion: Member Edwin Lindsey moved to approve. Minutes from the previous meeting were presented and approved without further discussion.

**NEW BUSINESS**

* **Consent Agenda***—Approved Unanimously*

Discussion: Member Scott Despain moved to approve. Member asked for confirmation that the ENG courses on the consent agenda are a part of the ENG curricula reform; confirmed by a committee member from Humanities and Social Sciences.

* **ANS 105 Introduction to Companion Animals** -  *Approved Unanimously*
Discussion: Member David Tarpy presented the course. Font within the syllabus was mentioned as it is different than the usual Arial or Times New Roman. Another member confirmed that a new syllabus was sent with more standard font.
* **NTR 210 Introduction to Community Food Security** – *Approved Pending*Discussion: Member David Tarpy presented the course. Guest spoke about the structure of the course and the students’ ability to relate the information to their individual major. Member brought up service learning standards as being 5 hours of service to an organization per 1 credit hour. Guest confirmed the number of service learning hours will be brought to 15 to be in compliance.
* **Certificate in Food Safety and Quality Management -** *Approved Unanimously*
Discussion: Member David Tarpy presented the curricular action. No further discussion.
* **Nutrition Minor 11NTM** –*Approved Unanimously*
Discussion: Member David Tarpy presented the curricula action. No further discussion.
* **ENG 275 Literature and War** - *Approved Pending*Discussion: Member Scott Despain presented the course. Member brought attention to the grading method on page 4 of the syllabus where there is a grading basis specifically for papers that has a maximum grade of a 95%/A and no A+. Members discussed the possibility of changing the grading to include the possibility of an A+ as the current grading basis for papers could potentially create difficulty for students to move from one grade range to another. Chair reminded the committee that the professor has purview to choose to allow whether or not to offer an A+ grade. Member made the friendly suggestion to clarify to students that an A+ is not an option so that they know this when entering the course. Member discussed the learning outcome that indicates critical frames and asked if this is critical thinking and if it is suggested making the intellectual standards of critical thinking clear in the syllabus. Course was approved pending the addition of a statement clarifying if earning an A+ is a possibility in the separate grading scale for papers. A friendly suggestion that this separate grading methods for papers is not something the committee would like to endorse was made along with the suggestion to include the intellectual standards of critical thinking to the student learning outcomes*.*
* **PHI 347 Neuroscience and Philosophy**- *Approved Unanimously*Discussion: Member Scott Despain presented the course. No further discussion.
* **SW 201 Introduction to Social Work-** *Approved Pending*Discussion: Member Catherine Driscoll presented the course. Member asked if the service learning attribute should be in the syllabus. Li Marcus confirmed that this course already had the service learning attribute in SIS and OUCCAS would fix the listing in CIM to reflect that. Members and representatives from Registration and Records discussed changing the title of the course for the Spring semester, this could cause errors because census date has already passed. Presenter explained that this course has been in the process of changing for a year which has complicated the effective date. R&R representatives confirmed the title change could be retroactively changed for the Spring 2017 semester. Presenter explained that the primary concern is the USD GEP credit which will be discussed in CUE. Members confirmed that voting to approve the course pending the credit / component hours clarification.
* **BIO 432 Evolutionary Medicine-** *Approved Unanimously*Discussion: Member Marta Klesath presented the course. No further discussion.
* **LSC 205 Class Assistant Experience**- *Approved Pending*
Discussion: Member Marta Klesath presented the course. Member asked if assistants would serve similar to Teaching Assistants because they have access to the Moodle site. Guest Jane Lubischer responded that student would be class assistants operating under the supervision of an instructor of record, which matches practices in other departments in the University. Member asked if the 3 unexcused absences indicated in the syllabus means that students can have unlimited excused absences. Guest Jane Lubischer responded that unlimited excused absences will not be allowed. Member asked if this was a way for students to TA and be paid in credit hours instead of monetarily, guest responded this was not the case and provided examples of the types of pedagogy. This course is a specialized learning experience providing training and guided education for enrolled students and interaction with first year students; the course provides experience facilitating what goes on in a classroom. Member brought attention to a missing class in the course schedule, guest responded that the calendar committee had insured the number of meetings. Member and guest discussed clarity about the number of class meetings and agreed that the week listed as during a break would be corrected to reflect a missing class meeting. Committee confirmed listing the weeks without specific dates and the relating topics is acceptable – UCCC reviews that the general number of meetings is correct for the credit/contact hour ratio and that topics are spread among a logical period of time. Guest confirmed she is willing to add the class to the schedule in compliance with the required contact time. Pending adjustments to the topic schedule.

**Discussion**: Subcommittee agreed not to meet, but to have comments on existing resources ready for the next meeting after UCCC.

Meeting adjourned at 1:43 pm

*Respectfully submitted by Lexi Hergeth*