**University Courses and Curricula Committee** August 23, 2017

 Talley Student Union 4140

 Call to Order: 12:47 pm

 **Members Present:** Chair Helmut Hergeth, Amanda Beller, Elizabeth Fath, Andreas Orphanides, Kathleen Rieder, Richard Podurgal (came late), Scott Ferguson, Marta Klesath, Edwin Lindsay, Megan Cherry, Shweta Trivedi, Walter Robinson, Richard Kotek (left early), Berkley Griffin Hillis
**Members Absent**: Peter Hessling, Jackie Bruce, Scott Despain

**Guest**: Sabrina Robertson, Alexander Krings, Alease Hancock, Walt Wolfram, Jonathan Allen, Stacy Supak

**Ex-Officio Members Present:** Lexi Hergeth, Li Marcus, Rebecca Swanson, Kyle Pysher, John Harrington, Jordan Luzander, Carrie Zelna, Charles Clift

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair Helmut Hergeth**- Welcomed the committee members and delivered the charge of UCCC as a committee. Chair explain the undergraduate courses and dual level course, reviews, and recommendations as well as the Faculty Senate involvement. Chair introduced the guests attending the committee.
* **Remarks and Updates from OUCCAS/DASA**- Carrie Zelna introduced herself as the interim Senior Associate Dean and announced Brett Smith will join us as the Senior Associate Dean on October 1, 2017. Li Marcus explained the role of OUCCAS and the actions, motions, and other processes of the UCCC Meetings. Li also provided information on the various levels of approval actions go through before coming to UCCC and after. Li explained the types of approval (approved, approved pending, approved with friendly suggestions, tabled) how they are used, and the importance of clarifying which type of approval is being voted on.
* **Establish Quorum**- Chair established quorum as 11, (21 seats, divided by 2, plus 1). Li and the Chair explained how quorum is established
* **Approval of the Minutes from May 3rd 2017** – *Approved Unanimously*
	+ Discussion: Member moved Beth Fath to approve. Minutes from the previous meeting were presented and approved without further discussion.

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously*(ANS 220; FLS 492/(592); FS/ANS 324; GIS 510)

Discussion: Member Kathleen Rieder moved to approve.

* **AGI 195 Special Topics in the Agricultural Institute** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course and introduced guest Alease Hancock.
* **BIT 402/(502) Biotechnology Networking and Professional Development** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course. Member complimented the execution of the course, rubric and recommended this course as an example for others.
* **CS 216 Southern Row Crop Production-Cotton, Peanuts, and Tobacco** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **ENT 305 Introduction to Forensic Entomology** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **ENT 425 General Entomology** -*Approved Unanimously with Friendly Suggestion*Discussion: Member Shweta Trivedi presented the course. Member asked about the two sets of learning outcomes, Li confirmed GEP SLO and regular SLOs can be in separate areas. Members made the friendly suggestion to adjust the grading, which currently adds to 105 points, to the 100 point scale.
* **FS 201 Introduction to Food Science** -*Approved Pending*Discussion: Member Shweta Trivedi presented the course. Member indicated the face to face attendance section on page 3 of the syllabus the sentence indicating 10% of the students’ grades are dependent on participation; member is concerned about this being up to the professor’s discretion. Member suggested including a statement that clarifies the policy. Members voted to change the motion from Approve to Approve Pending.
* **FS 471 Professionalism & Project Preparation in Food & Bioprocessing Science** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **HS 471 Landscape Ecosystem Management** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **NTR/FS 301 Introduction to Human Nutrition** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **PB 200 Plant Life** -*Approved Unanimously with Friendly Suggestions* Discussion: Member Shweta Trivedi presented the course. Member asked how the distance lab portion of the course will be addressed and asked if a distance education course syllabus would be available. Members discussed that most courses do not have a separate distance education syllabus. Members discussed the lab configuration and said if the syllabus were a distance education syllabus, not the in-person syllabus they may want clarification but with the syllabus provided clarification is not needed. Members discussed if this should be a friendly suggestion or Approved Pending. Member provided the friendly suggestion to clarify the difference between DE lab and in person lab.
* **PB 220 Local Flora** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **PP 232 Big Data in Your Pocket: Call it a Smartphone** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.
* **GIS 280 Introduction to GIS** -*Approved Unanimously*Discussion: Member Edwin Lindsay presented the course.
* **ANT 422/522 Forensic Anthropology Crime Scene Investigation Field Methods** -*Approved Unanimously*Discussion: Member Scott Ferguson presented the course.
* **ENG 207 Studies in Poetry** -*Approved Unanimously*
Discussion: Member Megan Cherry presented the course.
* **ENG /FL 223 Contemporary World Literature** -*Approved Pending with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Member brought attention to the description of participation in the syllabus and noted that other courses from CHASS have more specific participation descriptions. Members recommended a friendly suggestion to clarify. Member recommended the change of font and the possibility of accessibility issue using different colors in the syllabus. Members moved to change motion from Approve to Approve Pending. Members discussed that accessibility is a legal requirement, a course with accessibility issues should be discussed with DSO to provide an answer if the color difference is an accessibility issue. Friendly suggestion to clarify participation and approved pending the accessibility compliance.
* **REL/HI 402/502 Early Christianity to the Time of Eusebius** –*Approved Pending with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Member made the friendly suggestion to clarify the participation statement. Member moved to reopen discussion to change to vote from approved to approved pending because of the discrepancy in the descriptions and the removal of the restrictive statement to avoid anti-requisite conflict.
* **REL 412/512 Advanced Readings in the Christian Gospels** -*Approved Pending with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Chair brought the conflicting Catalog Descriptions and the issue of anti-requisites within the requisites sections of CIM. Committee moved to changed motion from Approve to Approve Pending. Li and Kyle explained the need to remove the restrictive statement for dual level courses otherwise coding this will make it an anti-requisite of itself. Member made the friendly suggestion to clarify the participation statement. Approved Pending the adjustment of the catalog descriptions and the removal of the restrictive statement.
* **REL 413/513 The Life and Letters of the Apostle Paul** -*Approved Pending with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Moved to Approved Pending to add the consolidation of the description and the removal of the restrictive statement to avoid anti-requisite conflict. Member made the friendly suggestion to clarify the participation statement.
* **REL 489/589 Interpretations of Religion** -*Approved Pending with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Moved to Approved Pending to add the consolidation of the description and the removal of the restrictive statement to avoid anti-requisite conflict as well as clarifying the participation grade being 20% of the final grade. Members discussed how 20% of the grade should be considered a friendly suggestion or a pending item. Member indicated some of the participation clarifications are actually decorum, which is a separate section as outlined by the syllabus guidelines, and would like details on how to participation will be evaluated.
* **SOC 203 Current Social Problems** -*Approved Unanimously*Discussion: Member Megan Cherry presented the course.
* **SOC 207 Language and Society** -*Approved Unanimously with Friendly Suggestions*Discussion: Member Megan Cherry presented the course. Member made the friendly suggestion to provide more clarity on the participation rubric, particularly if there is an opportunity to receive a 100% for participate. Friendly suggestion to correct typo at the bottom of page 3 of the syllabus in the attendance statement.
* **SW 412 Social Work in Schools** -*Approved Pending*Discussion: Member Megan Cherry presented the course. Member noted the colored red text in the syllabus. Member made the friendly suggestion to include page numbers to the syllabus due to the length. Members moved to change the motion from approved to approved pending. Pending the removal of colored text for accessibility.
* **SW 423 (523) Social Work with Soldiers, Veterans, and Their Families** -*Approved Pending*Discussion: Member Megan Cherry presented the course. Member asked what would happen if a student is unable to view videos with graphic images and if this portion would not count toward the grade or if an alternate assignment will be assigned. Members discussed the need to clarify if the student will be penalized or not for not viewing a video. The warning will need to remove the colored text and should clarify if an alternative assignment should be provided. Members voted to move motion from approve to approve pending. Pending color removal and the consequences of not viewing the video.
* **SW 425 (525) Hunger and Homelessness** -*Approved Pending*Discussion: Member Megan Cherry presented the course. Member asked about the Food Stamp Allowance and if this would compromise the student’s alertness and performance. Member asked about the indication that students would eat a meal from a shelter; this could be taking resources from shelters and suggested donating money equal to the meal to combat this. Members expressed concerns about students with dietary restrictions. Member moved to make these concerns friendly suggestions. Members moved to change to motion from approved to approved pending the adjustment from “medical” to “dietary restrictions” to encompass religious, medical, and other dietary restrictions and to have an alternative assignment to the food stamp assignment. Pending the adjustment from “medical” to “dietary restriction” and an alternative assignment for those unable to participate in the Food Stamp Allowance. Member made the friendly suggestion to work with TRIO.

**Discussion**: Open nominations for Chair Elect. Marta Klesath and Andreas Orphanides were nominated as chair elects. Nominations will be announced at the next meeting.

Meeting adjourned at 2:13 pm

*Respectfully submitted by Lexi Hergeth*