**University Courses and Curricula Committee** February 21, 2018

 Talley Student Union 4140

 Call to Order: 12:51 pm

 **Members Present:** Chair Helmut Hergeth, Chair Elect Marta Klesath, Zeenat Nadvi, Walter Robinson, Edwin Lindsay, Annie Carlson Welch, Elizabeth Fath, Andreas Orphanides, Megan Cherry, Kathleen Rieder, John Kuzenski, Walter Robinson, Peter Hessling, Scott Despain, Berkley Griffin Hillis, Erin Peterson, Wendy Krause, Jackie Bruce, Scott Ferguson
 **Members Absent**: Rudi Seracino, Richard Kotek, Shweta Trivedi,

**Guest**: Paul Byrne, Shana McAlexander, Richard Venditti, Charles Hardin, Jason DeRousie

**Ex-Officio Members Present:** Lexi Hergeth, Rebecca Swanson, Jordan Luzader, Lindsey Mihalov, Charles Clift

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair** - Welcomed the committee members introduced guests.
* **Remarks from OUCCAS/DASA-** Lexi Hergeth informed the committee that the CIM websites will be going through updates during Spring Break and access will be limited during part of that week.
* **Approval of the Minutes from February 7th 2017** – *Approved Unanimously*
	+ Discussion: Member Scott Despain moved to approve. Minutes from the previous meeting were presented and approved without further discussion.

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously
HI 442/(542), HI 456/(556), HI 457/(557), HI 458/(558), MEA 213, MEA 214, and Adding BIO 416 & 418 to curricula.*

Discussion: Member Walter Robinson moved to approve.

* **FB 480/(580) The Sustainable Bioeconomy-** *Approved Unanimously with Friendly Suggestions*Discussion: Member Edwin Lindsay presented the new course. Guests Richard Venditti and Shana McAlexander provided a brief introduction of the course and how the project will support underserved students and teachers of these students. This is the first of 4 courses for the program. Member made a comment that there is a statement in the scheduling CIM fields that have a recommendation that students be a science major but is not listed in the requisites or restrictions CIM field. Guest explained this does not need to be an enforced restriction but a reiteration of the description which recommends the course for science majors, the friendly suggestion was made to remove the recommendation from the scheduling section. Member said the grade breakdown in CIM is a bit hard to follow and suggested clarifying the points as percentage instead of percentage and point value. MMember drew attention to the SLO and objectives and complimented how the learning outcomes allow for measurement of the learning and complimented the course.
* **M 380 Doing Business Globally** -*Approved Unanimously with Friendly Suggestions*Discussion: Member John Kuzenski presented the course action and introduced guest Jason DeRousie. Reviewer commented that the objectives for GEP attributes could use more details and asked if the five page paper would be the only measure of the GEP attributes. Member provided a friendly suggestion to show how each of these actually relates to the GEP outcomes and provide more specificity on how the paper relates. Chair reminded the committee that this is a course that encompasses 5 courses. Member brought attention to page 4 and 5 on the syllabus discrepancies between the paper being four and five page long. Member asked how participation is met at 20% (page 6), some of this information is included in the student responsibilities but can get lost in PRRs. Members suggested relocating this information to the Top of page 7 and pull it into the participation rubric. Members also recommend putting less than or equal to symbols for clarification on the grading scale. Presenter indicated that the rounding statement is valid but will accept a friendly suggestion to adjust the grading scale. Member indicated the only requirement for participation is that the student understands how to reach 100% participation and suggested quantifying how students will be evaluated. Member suggested using one outcome and one measure that shows a clear relationship to the objective and possibly provide a sample question.

* **MEA 240 The Planets of Our Solar System-** *Approved Unanimously* Discussion: Member Walter Robinson presented the new course and introduced guest Paul Byrne who provided a background for the course and outreach and science values.
* **BCH 451 Principles of Biochemistry** –*Approved Pending with Friendly Suggestions*Discussion: Member Jackie Bruce presented the course and introduced Charles. Members asked for the clarification on the grade breakdown. Guest explained that the lowest grade of the exams can be replaced by the students’ quiz scores, this is the first course of the program being put in electronically. The purpose of this is to convert the most recent records to the electronic CIM software and to adjust the requisites to properly steer students. Member asked if the 9 requisites were required, guest explained many of the requisite courses are co-requisites, guest clarified that the commas are “ands”. Members clarified how the replacement exams are worded. Member made friendly suggestion to have 2 options of replacements for final grade to clarify. Member noted that all learning outcomes used the verb “understand,” which is not measurable and made a friendly suggestion to alter the learning outcomes to reflect measurable verbs. Another member motioned to change the motion to Approved Pending the adjustment of learning outcome verbs to reflect measurable verbs. Member asked if CIM is asking for Weighting/Points for each in the student evaluation methods, other member explained this is either weighted or the point value for each. Member asked what the honors students are expected to do for honors credit, guest explained honors students will submit an additional assignment for honors credit. Regarding the policy on electronic devices, a member suggested that a cell phone may be a student’s primary electronic device, guest explained this is more lenient in practice and the instructors would make exceptions for this. Suggestion to fix the typo in CIM in the objectives paragraph.
* **ENG 315 Phonetics**-*Approved Unanimously with Friendly Suggestion*Discussion: Member Scott Despain presented the course.
* **ENG 335 Language Development**-*Approved Unanimously with Friendly Suggestion*Discussion: Member Scott Despain presented the course. Member suggested defining MLU in the 12th student learning outcome. Members made the friendly suggestion for this course and ENG 315 to have a rounding statement in the syllabus. Member also asked what the expectation of attendance; presenter explained this is a 300 level course so attendance is not required. Members agreed.
* **HI 321 Scientific Revolution and European Society, 1500-1800-** *Approved Unanimously* Discussion: Member Scott Despain presented the course.
* **HI 345 American Popular Culture-** *Approved Unanimously*Discussion: Member Megan Cherry presented the new course.
* **HI 463/563 Topics in History and Memory-** *Approved Unanimously with Friendly Suggestion*
Discussion: Member Megan Cherry presented the course. Member said the disability service statement has language that could discourage students with physical disabilities from staying in the course. Suggested including a statement about accessible information for Washington DC specifically physical disabilities.
* **PHI 319 Africana Political Philosophy-** *Approved Unanimously* Discussion: Member Megan Cherry presented the new course.

Meeting adjourned at 1:47 pm *Respectfully submitted by Lexi Hergeth*