**University Courses and Curricula Committee** March 28, 2018

 Talley Student Union 4140

 Call to Order: 12:45 pm

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

**Guests**: Jenny Campbell, Tom Koch, Med Bryd, Melissa Merrill, Tara Mullins, David Parish, Jane Lubischer

**Ex-Officio Members Present:** Lexi Hergeth, Li Marcus, Lindsey Mihalov, Tim Petty, Kyle Pysher, Jordan Luzader

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair Elect** - Welcomed the committee members introduced guests.
* **Remarks from OUCCAS/DASA-** Li Marcus reminded the committee that the last UCCC meeting will be April 25 and the last CUE meeting will be May 4, 2018.
* **Approval of the Minutes from March 14th 2017** – *Approved Unanimously*
	+ Discussion: Member Berkley Griffin Hillis moved to approve.

OLD BUSINESS

* **ZO 334 Captive Animal Biology Field Laboratory** -*Approved Unanimously*Discussion: Member Walter Robinson presented the course. Guest Jenny Campbell provided the changes that have been made since the last meeting. Member suggested making the changes to CIM to reflect the changes. Guests Jane Lubischer and Jenny Campbell explained the cost of ZIMS is covered by the student fees.

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously*Discussion: Member Scott Despain moved to approve.
* **ANS 290 Professional Development for Animal Science Careers-** *Approved Unanimously with friendly suggestion*Discussion: Member Shweta Trivedi presented the new course and introduced guest Melissa Merrill. Member suggested all the policy URLs should be updated and the grading scale should have a rounding statement or decimal places in the grading scale.
* **DAN 260 Hip-hop Dance** -*Approved Pending*Discussion: Member Beth Fath presented the new course. Presenter pointed out a typo in the syllabus and under the practical skills testing unit there should be an evaluation on energy, artistic expression, musicality and language and how students will be tested. Presenter moved to change the motion to approved pending the addition of definitions of these practical skills testing rubric and vote to amend passed unanimously. Vote to approve pending passed, motion approved pending the inclusion of the definitions of the practical skills.

* **SMT 206 Wood Manufacturing Site Visits-** *Approved Unanimously with friendly suggestion* Discussion: Member Edwin Lindsay presented the new course. Member suggested adjusting the contact/credit hours to 15 hours of practicum total and 7 hours of lecture. Li Marcus confirmed that that had been the intent and that the oversight would be corrected.
* **15PSEBS-15PSENDM Dual Major in Chemical Engineering (BS) and Paper Science & Engineering (BS)** –*Approved Unanimously*Discussion: Member Edwin Lindsay presented the curricula revisions.
* **Sustainable Materials Technology BS (15SMTBS)**-*Approved Unanimously*Discussion: Member Edwin Lindsay presented the curricular revisions.
* **Sustainable Materials Technology BS: Wood Products(15SMTBS-15SMTWP)**-*Approved Unanimously with friendly suggestions*Discussion: Member Edwin Lindsay presented the new curricula concentration. Member suggested correcting a typo in the catalog description from “15 elective” to electives.
* **CE 250 Introduction to Sustainable Infrastructure-** *Approved Unanimously*Discussion: Member Scott Ferguson presented the new course.
* **CE 405/(505) Railroad System Planning, Design, and Operation-** *Approved Unanimously with friendly suggestions*Discussion: Member Scott Ferguson presented the new course. Reviewer asked if there was any consultation with the college of design and suggested consulting for the purpose of collaboration and to clarify the use of the world “design.” Point of order, a member asked for a clarification regarding the need and process of consultation. Li Marcus relayed that consultations should be done as early as possible and should be sought when there is a concern of overlap or when course/curricular changes may affect a program outside of the home college and referred members to the consultation brief on the OUCCAS website. During consultations one associate dean speaks to another associate dean and waits for feedback for 3 weeks. Given this definition, a consultation is not required but was suggested as a means of collaboration.
* **CE 499 Undergraduate Research Thesis in Civil, Construction and Environmental Engineering-** *Approved Unanimously*Discussion: Member Scott Ferguson presented the new course.
* **Civil Engineering BS (14CEBS)-** *Approved Unanimously* Discussion: Member Scott Ferguson presented the curricula action.
* **Construction Engineering BS General Concentration (14CONBS-14CONGEN)-** *Approved Unanimously*Discussion: Member proxy Tarek Aziz presented the curricula action.
* **Dual Degree in Textile Engineering & Chemical Engineering (14CHEBS-14CHETE)-** *Approved Unanimously*Discussion: Member proxy Tarek Aziz presented the new course. Member asked about the total credit hours being 145, Li explained degrees can have exceptions to the credit hour limit and that the original double degree completed extra paperwork to get system approval for this number of credit hours beyond 128.
* **Environmental Engineering BS (14ENEBS)-** *Approved Unanimously*Discussion: Member proxy Tarek Aziz presented the curricula revision.
* **Nuclear Engineering 14NEBS -** *Approved Unanimously* Discussion: Member proxy Tarek Aziz presented the curricula revisions.
* **ENG 209 Introduction to Shakespeare-** *Approved Unanimously*Discussion: Member Scott Despain presented the course action.
* **ENG 252 Major American Writers-** *Approved Pending with friendly suggestions* Discussion: Member Scott Despain presented the course action. Member indicated the additional information section may be the topic schedule in CIM, there is a topic schedule in the syllabus that is sufficient for this. Member indicated the list of PRR links are missing the electronically hosted component. Member moved to change the motion to approved pending the addition of the EHS and PRR links, motion passed. Further discussion, Member asked if the credit limit that has been removed should be recoded into SIS. Members discussed how the anti-requisites will be checked. Member made a friendly suggestion about syllabus structure, the headings and all course assignments are all the same level and suggested making subheading for each assignment for clarity. Pending restricted statement and electronic hosting statement and friendly suggestion for subheadings.
* **FLG 323 Twentieth Century German Literature-** *Approved Unanimously with friendly suggestions*Discussion: Member Megan Cherry presented the course action. Member brought attention to the word in red that is not otherwise emphasized amidst other bold or italicized text. From past consultation with DSO, the online version can have red text because reading software that will inform the reader of this. Member pointed out red text at the bottom of the syllabus as well, suggested using all caps or underlining. Another member relayed that they do not use reader software as a colorblind person and suggested that the use of colored text would be better avoided. Member indicated the FLTC link is not functioning.
* **HI 323 Science, American Style-** *Approved Unanimously with friendly suggestions*Discussion: Member Megan Cherry presented the new course. Member pointed out the (Science & technologies studies) as STS on page 3 at the bottom and asked if the instructor is referencing the NCSU department. Member asked why the title indicates “American Style” and suggested changing the title to “Science in America”. Member replied that this was discussed at the college curricula committee and the history department indicated the title is appropriate. Member pointed out the course structure indicates that the course will cover science in America. Member made the friendly suggestion to provide the cost of the field trips. Members discussed that the NC Museum of History has free admission and is close to campus and feasibly walkable, but that it would be beneficial to clarify in the syllabus that the field trip is free.
* **HI 340 History of Agriculture-** *Approved Unanimously* Discussion: Member Megan Cherry presented the new course.

Meeting adjourned at 1:40 pm *Respectfully submitted by Lexi Hergeth*