**University Courses and Curricula Committee** October 25, 2017

 Talley Student Union 4140

 Call to Order: 12:48 pm

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

**Guest**: Jane Lubischer, Kristen Schaffer

**Ex-Officio Members Present:** Lexi Hergeth, Li Marcus, Rebecca Swanson, Kyle Pysher, Charles Clift, Jordan Luzander, Bret Smith

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair Helmut Hergeth**- Welcomed the committee members introduced guests.
* **Remarks and Updates from OUCCAS/DASA**- Bret Smith told the committee that OUCCAS, in collaboration with the Chair, will be coming up with a few statements about the official process of UCCC and what should be prepared before coming to UCCC. This information will be presented to be discussed and reviewed at UCCC as well at the next meeting. Bret Smith also spoke about involving the Associate Deans to clarify the procedures at the college curricula committee level. Li Marcus thanked the committee members that participated in the OUCCAS assessment and invited any members who are interested to contact her to participate. She will be bringing the results and themes of the assessment to Drs. Smith and Mullen as well as to UCCC.
* **Approval of the Minutes from October 11th 2017** – *Approved Unanimously*
	+ Discussion: Member Walter Robinson moved to approve. Minutes from the previous meeting were presented and approved without further discussion.

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously*(ARC 241, DF 101, EC 351, EC 413, EC 451, 13MTHEDST)

Discussion: Member Scott Despain moved to approve.

* **BSC 305 Professional Development for Life Science Studies**-*Approved Unanimously*Discussion: Member Walter Robinson presented the course. Presenter asked if the course having no pre-requisite for second or third year standing is appropriate/desirable for this course. Guest Jane Lubischer indicated this would depend on the individual student as the department has many transfer students and prerequisites would affect their enrollment. The department elected to leave the course without any requisites and the course was approved without further discussion.
* **Evolutionary Biology (17EVOM)** -*Approved Unanimously* Discussion: Member Marta Klesath presented the curricular action.
* **Forensic Science (17FSCM)**-*Approved Unanimously* Discussion: Member Marta Klesath presented the curricular action.
* **ARC 141 Introduction to Architectural History** –*Approved Unanimously with friendly suggestion.* Discussion: Member Kathleen Rieder presented the course. Presenter introduced the professor of record, guest Kristen Schaffer. Member asked if CIM indicates the grading option is Letter grade only and the syllabus includes section of the syllabus should be excluded. Guest indicated they plan to only allow for letter grading is correct and indicated she will remove the section in the syllabus about pass/fail grading.
* **Sports Science Minor** -*Approved Unanimously* Discussion: Member Amanda Beller presented curricular action.
* **NTR 495 Special Topics in Nutrition** -*Approved Unanimously*Discussion: Member Shweta Trivedi presented the course.

**Discussion**: Electronic Voting. No additional feedback was provided since the last meeting. Both Li Marcus and Chair Helmut Hergeth stressed that electronic voting would be a rare occurrence and would not want to get in the way of the positive connections and networking opportunities or the debate-style discussions inherent in an in-person meeting. Li Marcus suggested parameters for electronic meetings show; 3 or fewer items outside of the consent agenda (no curricular actions outside of the consent agenda), during Sep/Oct or Mar/Apr due to enrollment. If an agenda met these parameters, OUCCAS would reach out to the presenters and reviewers to verify their consent to do an electronic vote. A notification of the electronic vote would go out with the agenda a week before the in-person meeting would have been. If there were any significant discussion on actions, the action would be pulled from the electronic agenda to be discussed in person at the next meeting. Members elected to have Li write up these parameters and send them out for voting by the committee at the next meeting.

Meeting adjourned at 1:06 pm

*Respectfully submitted by Lexi Hergeth*