**University Courses and Curricula Committee** November 7, 2018

 Talley Student Union 5101

 Call to Order: 12:49 pm

 **Members Present:** Chair Marta Klesath, Rudi Seracino(chair-elect), Past Chair Helmut Hergeth, Jackie Bruce, Melissa Merrill, Scott Despain, Catherine Driscoll, Kathleen Rieder, Peter Hessling, Kanton Reynolds, John Kuzenski, Joseph Roise, Antonio Planchart, Wendy Krause, Annie Carlson Welch, Peggy Domingue, Andreas Orphanides, Antonio Planchart, Berkley Griffin Hillis, Spencer Muse
 **Members Absent**: Katy Kilbourne

**Guests**: Jennifer Capps, Jason DeRousie, Julieta Sherk, David Crouse

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

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair** - Welcomed the committee members introduced guests.
* **Remarks from OUCCAS/DASA-** Li Marcus reminded the committee that the board of trustees will meet on November 15, 2018, and any results or information from that meeting (such as approval/denials of 120-credit hour exception requests) may come from Dr. Mullen, Dr. Smith, or Li Marcus.
* **Approval of the Minutes from October 24th 2018** – *Approved Unanimously*
	+ Discussion: Member Catherine Driscoll moved to approve.

**OLD BUSINESS**

* **HS 491 Sustainable Agriculture Entrepreneurship Study Abroad** (Previously Tabled at September 26, 2018 Meeting) -  *Approved with Friendly Suggestion*Discussion: Member Jackie Bruce presented the new course and provided the items for which the action was tabled. Member made the friendly suggestion to fix the link going to the safety and risk page.
* **SSC 410 Soil Judging for Land Evaluation** (Previously Tabled at April 25, 2018 Meeting) -  *Approved Unanimously*Discussion: Member Jackie Bruce presented the new course and provided the items for which the action was tabled. Member asked about the contact hours, asking if the three hours of fieldwork would put the contact hours over the one credit hour. Guest David Crouse indicated that the employers they work with believe this 1 credit hour course is the most important for the students in terms of future preparation for their careers. As such, members concluded that as long as students are okay with doing the extra work for fieldwork (which would put the course slightly over 1credit) that that is alright. Li Marcus confirmed that a problem arises primarily when a course’s contact hours are under the credit hour expectation, rather than over. Member asked how the travel aspect will work, XONV members discussed that this can’t be coded into SIS, but would be indicated in the syllabus and communicated by the instructor. The Chair thanked the guest for attending and providing insight that helped the motion pass smoothly.

**NEW BUSINESS**

* **Consent Agenda** (ACC420,BAE425(525),435(535),478(578),BUS458,459,HI411(511),LOG437(537),BUSEcon,13EDGENBS,13ELMEDSTM) -*Approved Unanimously*Discussion: Member Wendy Krause moved to approve.
* **Art and Design (Bachelor) (12ADNB) -** *Approved Unanimously*Discussion: Member Kathleen Rieder presented the curricular action.
* **Kathleen Rieder motioned to combine the 5 Design curricular actions**Member made the friendly suggestion to make sure the number in the format A display to match the footnotes for the display. All *Approved with Friendly Suggestions.*
	+ **Design Studies (BS) 12DSBA -** *Approved with Friendly Suggestions*Discussion: Member Kathleen Rieder presented the curricular action.
	**Design Studies (BS) 12DSBA-12DSBUS -**Discussion: Member Kathleen Rieder presented the curricular action.
	**Design Studies (BS) 12DSBA Nonprofit Studies -**Discussion: Member Kathleen Rieder presented the curricular action.
	**Graphic Design -**Discussion: Member Kathleen Rieder presented the curricular action. Member asked if the new format can be supported and the presenter confirmed.
	**Industrial Design -**Discussion: Member Kathleen Rieder presented the curricular action.
* **Applied Mathematics (BS) Financial Mathematics 17AMATHBS-17AMATHFIN -** *Approved Unanimously*Discussion: Member Tony Planchart presented the curricular action. Member asked whether there was enough variety in course offerings for a student to take exactly 5 credits of free electives. Members confirmed that because free electives include all courses at the University, a student would be able to take exactly 5 credit hours.
* **Marine Sciences(BS) Meteorology 17MARSCBS-17MARSCMET -** *Approved Unanimously*Discussion: Member Spencer Muse presented the curricular action.
* **EI 495 Independent Study in Entrepreneurship -** *Approved with Friendly Suggestion*Discussion: Member Annie Carlson Welch presented the new course action. Member complimented the completed sample contract. Member referenced the outcomes in CIM, “varies per offering”, and asked if there are overarching outcomes, guest Jennifer Capps responded that they are in the process of creating a course with overarching outcomes but that this course will be more individualized for the student. A friendly suggestion to make a place for specificity in the contract, other member indicated what is written would likely be specific to the student and wouldn’t be the same for everyone. Guest asked for examples from the member to evaluate the incorporation of the learning outcomes.
* **USC 298 Special Topics in University Studies -** *Approved Friendly Suggestion*Discussion: Member Peggy Domingue presented the course action. Members discussed changing the requisite from “varies per offering” to “instructor consent”. Member indicated this would be a friendly suggestion to remove the requisite.
* **CSC 419/(519) DevOps Modern Software Engineering Practices -** *Approved Pending with Friendly Suggestions*Discussion: Member Rudi Seracino presented the course action. Motion to approve the course pending a single syllabus, calculation of the final grade (10 points in undergrad), the grading components are not matching in the syllabus and CIM, DRO statement needs to be up to date, the academic integrity statement should have “will result in ‘reporting the student to student conduct and we will recommend a grade of a zero…”, the description should indicate that credit cannot be given for both the undergrad and graduate levels. Member indicated grad students would benefit from this information, members discussed that students who meet a requirement won’t see the requisite statement during enrollment, but the statement would be visible in the course catalog. Member also indicated the hyperlinks for incomplete grades, academic integrity, and other hyperlinks are broken and should be fixed. The requisite section indicates “knowledge of at least one high level programming language”, this wouldn’t be seen in the enrollment wizard but in the catalog and should be left in the requisites field. Members recommended separating the undergrad and graduate prerequisites, friendly suggestion to bring CSC 510 into the graduate requisites field with the knowledge statement.
* **M 100 Personal and Professional Identity Development -** *Approved Pending*Discussion: Member John Kuzenski presented the course action. Member asked if 1 hour for 12 weeks will calculate, the contact hours will be 1.25 instead of 1. Motion to amend to approved pending the adjustment of the contact hours to accurately reflect the course.
* **M 120 Professional Development and Career Planning -** *Approved Pending* Discussion: Member John Kuzenski presented the new course action. Member indicated some of the student learning outcomes need adjustments “learn to navigate” removing learn to, 5, 7, and 8. A member made the friendly suggestion to update the DRO statement and including the 6 polices (2.17). Motion to amend the motion from approved to approved pending the adjustment to the student learning outcomes. Member indicated the DRO statement needs to be adjusted again to ‘Holmes Hall’ as it has recently been renamed. Member recommended fixing the anti-discrimination statement hyperlink. Pending the adjustment of the contact hour adjustment, removing teaching methodologies from learning outcomes, updating policies and hyperlinks.
* **Mathematics Education (13MTHEDBS) Sub plans (3): -13MTHEDMS, -13MTHEDST, -13MTHEDMSM -** *Approved Unanimously*Discussion: Member Peter Hessling presented the curricular action. Member commented on the 4 sub plans indicating the GEP interdisciplinary perspectives Requisite isn’t 2-3 hours for the university regulation, members decided it would be appropriate to use the minimum and only put ‘2’. Members recollected the past discussion in which the committee indicated the minimum possibility could be provided. Member indicated the removal of E 115 which is a requisite for other required computer science courses. Chair asked the members if they would like to remove 13MTHEDCPS to vote on the remainder. Member motioned to separate the computer science concentration, which the committee approved.
	+ **The other 3 sub plans -13MTHEDMS, -13MTHEDST, -13MTHEDMSM –** *Approved with Friendly Suggestion*
	+ **13MTHEDCPS** *-Tabled with Friendly Suggestion*Member Wendy Krause motioned to amend the motion to approve pending the clarification of the credit hours given the co-requisite status of E 115. As this course cannot be removed, Member Wendy amended her motion to table the Mathematics Education Computer Science concentration action. Member indicated the 1 credit hour stat 307 may not be needed.
* **Science Education (BS): (5 Sub plans) -** *Approved with Friendly Suggestion*

**-Biology (9-12 Licensure) (13SCIEDBS-13SCIEDBIO);-**Member indicated there is a large credit hour difference between the first semester and the second in the sophomore year. Member made the friendly suggestion to balance the credit hours in the sophomore year.

**-Chemistry (9-12 Licensure) (13SCIEDBS-13SCIEDCH);** -  **-Earth Science (9-12 Licensure) (13SCIEDBS-13SCIEDES);**

**-Middle Grades Science (13SCIEDBS-13SCIEDMID);**

**-Physics (9-12 Licensure) (13SCIEDBS-13SCIEDPY);**Discussion: Member Peter Hessling presented the curricular action.

* **Technology, Engineering, & Design Education (BS) Licensure (13TDEBS-13TDEEDL) -** *Approved Unanimously*Discussion: Member Peter Hessling presented the curricular action.
* **Technology, Engineering, & Design Education (BS) Graphic Communications (13TDEBS-13TDEGC) –** *Tabled with Friendly Suggestion*Discussion: Member Peter Hessling presented the curricular action. Member indicated this is one credit hour shy of the 120 credit hour minimum requirement. Member motioned to table the action because of the requirement. Members suggested meeting the 120 credit hour minimum by increasing the free elective from 3 to 4 credit hours. Li Marcus confirmed that between SACS accreditation and UNC- System Office standards, all undergraduate programs subject to the 120-hour mandate should be exactly 120 hours.
* **PS 342 Politics of China and Japan -** *Approved Pending*Discussion: Member Scott Despain presented the course action. Assessment XONV member indicated the third student learning outcome isn’t measurable. Member indicated the USD second outcome would work. Member motioned to amend the motion from approved to approved pending making the third student learning outcome measurable.
* **REL 331 The Hindu Tradition -** *Approved with Friendly Suggestion*Discussion: Member Scott Despain presented the course action. Member made the friendly suggestion to provide what will happen if the students do not turn in assignments on time. Members discussed how the participation and attendance points calculate and concluded students shouldn’t miss more than 2 classes to maintain the attendance portion. Suggestion to provide the penalty for turning in late assignments.
* **REL 332 The Buddhist Traditions -** *Approved Unanimously*Discussion: Member Scott Despain presented the course action.
* **REL 333 Chinese Religions -** *Approved Unanimously*Discussion: Member Scott Despain presented the course action.
* **REL 334 Japanese Religions -** *Approved Unanimously*Discussion: Member Scott Despain presented the course action.
* **REL 350 Introduction to Judaism -** *Approved Unanimously*Discussion: Member Scott Despain presented the course action.
* **REL 383 Religion, Globalism, and Justice -** *Approved Friendly Suggestion*Discussion: Member Scott Despain presented the course action. Member brought attention to the syllabus and made the friendly suggestion to format the headings and text for clarity. Member indicated the participation rubric is on a letter grade scale which may not provide information on how to obtain 100% participation points. Member made the friendly suggestion to indicate “A+” which would be assumed as 100%.
* **REL 482 Religion and Conflict -** *Approved with Friendly Suggestion*Discussion: Member Scott Despain presented the course action. Member brought attention to the small wording change in the student learning outcome match in CIM and the Syllabus but not matching the GEP which is acceptable. Member made a friendly suggestion to complete the sentences in the catalog description. Member asked if the student happens to not submit an assignment on Friday, submitting on Monday counts as one day late but if the assignment is due on a Monday the following Tuesday would result in the same penalty. Members indicated this is up to the instructor, and is therefore a friendly suggestion.
* **FLF 301 Survey of French Literature from the Middle Ages through the Enlightenment -** *Approved Pending*Discussion: Member Catherine Driscoll presented the course action, moving to approve pending the correction of zero contact hours.
* **FLI 318 Italian Society Through Cinema -** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the course action.
* **HI 207 Ancient Mediterranean World -** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the course action.
* **HI 208 The Middle Ages -** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the course action.
* **HI 215 Latin America to 1826 -** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the course action. Member asked if the grading components indicating quizzes needs clarification on the number of unannounced quizzes, members indicated they do not.
* **HI 216 Latin America Since 1826 -** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the course action.
* **HI 221 British History to 1688 -** *Approved with Friendly Suggestions*Discussion: Member Catherine Driscoll presented the course action. Member made a friendly suggestion to make the syllabus and CIM match (35%).
* **BAE 472/(572) Irrigation and Drainage -** *Approved with Friendly Suggestions*Discussion: Member Jackie Bruce presented the course action. Member recommended updating the DRO statement and to fix the typos in the syllabus. Member made the friendly suggestion that the catalog description use complete sentences.
* **HS 433/(533 ) Public Garden Administration -** *Approved Unanimously*Discussion: Member Melissa Merrill presented the course action.
* **Notification**: Accounting and Economics Minors-Adjusting Declaration Process; the committee was notified without additional comments or questions.

Meeting adjourned at 2:47 pm *Respectfully submitted by Lexi Hergeth*