**University Courses and Curricula Committee** October 24, 2018

 Talley Student Union 5101

 Call to Order: 12:44 pm

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

**Guests**: Nolan Fahrer,

**Ex-Officio Members Present:** Lexi Hergeth, Li Marcus, Tim Petty, Kyle Pyser, Charles Clift

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair Elect** - Welcomed the committee members introduced guests. The Chair also explained that Li Marcus will send an attendance email after the meeting which will ensure all colleges are represented at the university-level
* **Remarks from OUCCAS/DASA-** Li Marcus explained this will be a procedural memo related to UCCC and CUE.Member asked when the deadline for the 120 credit hours which was originally Oct. 1st but has been moved to Oct. 31st and those programs which applied for exceptions will be informed shortly
* **Approval of the Minutes from October 10th 2018** – *Approved Unanimously*
	+ Discussion: Member Catherine Driscoll moved to approve.

**NEW BUSINESS**

* **Consent Agenda**(ACC340,ACC451,ACC460,HI430/(530),TDE452,17BIOBA,17BIOBS+4Subplans,17CHEMBS,17GNBS) -*Approved Unanimously*Discussion: Member Catherine Driscoll moved to approve. No discussion
* **Chemistry Honors Program -** *Approved Unanimously* Discussion: Member Tony Planchart presented the curricular action.
* **Member motioned to combine the Marine Sciences plans and subplans, approved unanimously**
* **Marine Sciences (BS) Biology (17MARSCBS-17MARSCBIO) -** *Approved Pending* Discussion: Member Tony Planchart presented the curricular action.
* **Marine Sciences (BS) Chemistry (17MARSCBS-17MARSCCHM) -**Discussion: Member Tony Planchart presented the curricular action.
* **Marine Sciences (BS) Geology (17MARSCBS-17MARSCGEO) -**Discussion: Member Tony Planchart presented the curricular action.
* **Marine Sciences (BS) Physics (17MARSCBS-17MARSCPHY) -**Discussion: Member Tony Planchart presented the curricular action. Member discussed that E 115 is one credit hour short of the requirement adding to 119 instead of 120. Li Marcus explained that because the program would not graduate a student that only took 119 hours, (Chemistry and Biology) a friendly suggestion was made to add a note to the newly numbered fourth footnote that students will need to add one credit hour. In the Biology concentration could potentially not add up correctly. Friendly Suggestion for all four sub plans to have an asterisk explaining the substitution may be an hour short. Member asked if the summer session requiring 5 credits in the summer in the physics concentration is a standard for the program, this was confirmed. Member asked about the Geology concentration indicating that some of the courses claiming IP credit are not on the list and the footnote on COS 100 substituting for E 115, meaning E 115 does not hold IP credit but COS 100 does fulfill the IP GEP requirement. Members discussed the option allowing E 115 as a substitute for MEA or COS 100 (which both have IP credit while E 115 does not) and if there is or isn’t an advantage to using E 115 as a substitute. Member Scott Despain motioned to amend the motion from approved to approved pending either the addition of an asterisk note warning the students or removing E 115 as a substitute for COS or MEA 100. Guest provided an example of how the college of education has structured their curricula for transfer students. Amendment to approved pending approved unanimously to clarify a solution for the impact of substituting one of these courses for E 115 for students. If they leave the fourth footnote, adding an explanation, or if they prefer to remove the footnote.

Member motioned to combine the two Meterorology programs, motion approved

* **Meteorology (BS) (17METBS) –** *Approved Pending* Discussion: Member Tony Planchart presented the curricular action.
* **Meteorology (BS) Marine Sciences (17METBS-17METMAR) -**Discussion: Member Tony Planchart presented the curricular action. Member Melissa Merrill motioned to amend the motion to approved pending the same note or removal of the footnote for E 115, motion approved.
* **Natural Resources (BS) Marine & Coastal Resources (17NATREBS-17NATREMC) -** *Approved Pending*Discussion: Member Tony Planchart presented the curricular action. Member Melissa Merrill motioned to amend the motion to approved pending the same note or removal of the footnote for E 115, motion approved.
* **ARS 251 The Arts of a World Capital: London -** *Approved Pending* Discussion: Member Catherine Driscoll presented the course action. Member commented that the schedule indicates that course is a Tuesday Thursday course, however it is a 5 week study abroad trip. Member indicating there should be a realistic five week schedule which indicates what will be covered, for example in week 3 in the syllabus, is there a lecture component or just readings? Members discussed combining the field trip schedule within the 5 week schedule to provide clarity on how the contact hours will consist of. Member brought attention to the syllabus indicating if the additional requirements cover in the range of the additional fee and indicating if airfare would be included. Members discussed how two courses are taught while studying abroad and how to differentiate the fees for the study abroad program. Member asked and Registration and Records XONV members confirmed, the schedule of classes provides information on fees for students to read in MyPack. Member indicated the fee range is dependent on the exchange rate at the time when students study abroad. Members discussed that the syllabus should indicate if the fees include the other required materials or not and if the fee range is for the entire study abroad program. Member asked if there is a standard for study abroad course fees, yes, however, each program has fees which makes the total fee individual for each study abroad program. Motion by Rudi Seracino to amend the motion from approved to approved pending clarification of the fees and combining the field trip schedule and the 5 week schedule to indicate how the contact hours are being fulfilled. Motion approved unanimously. Members expressed their desires for guests to attend for these actions, particularly for study abroad courses, to answer these kinds of questions instead of attempting to decipher this information without representation.
* **REL 311 Introduction to the Old Testament-** *Approved Pending with Friendly Suggestions*Discussion: Member Catherine Driscoll presented the course action. Member brought attention to the syllabus, which indicates the gender-inclusivity statement indicating that there will be a grade penalty for those that are not inclusive on a regular basis will incur a grade reduction. Member Kanton Reynolds motioned to amend the motion from approved to approved pending clarification of the portion of their grade being impacted by this.
Member brought attention to the student learning outcomes in the syllabus but the CIM field doesn’t indicate they are student learning outcomes, member from the college indicated these are objectives, not outcomes. Member from the college indicated the instructor has expressed the desire for the GEP outcomes to be the only outcomes for the course. Member brought attention to Wikipedia not being an approved consult and made the friendly suggestion to provide clarity on the use of Wikipedia. Members discussed the syllabus section indicating “contraband policy” should indicate that assisting devices for students with disabilities will be allowed and suggested indicating this and/or referencing the disability resource office statement provided directly beneath this statement.
* **REL 312 Introduction to the New Testament -** *Approved with Friendly Suggestions*Discussion: Member Catherine Driscoll presented the course action. Chair read the comments from an absent member which confirmed approval of the course. Friendly suggestions to correct the spelling of the professor’s name and retitling the outcomes to the objectives. Reviewer asked if the GEP outcomes being used as the general course learning outcomes is acceptable, members responded this is acceptable. Members also commented that the contraband and gender-inclusivity statements are not included.
* **REL 314 Introduction to Intertestamental Literature-** *Approved Pending with Friendly Suggestions*Discussion: Member Scott Despain presented the course action. Member Kanton Reynolds made the motion to amend the motion to approved pending the correction of the title in the syllabus motion approved with one abstention from Scott Despain. Members also commented that the contraband and gender-inclusivity statements are not included. Member indicated the grading scale and participation rubric seem to have different percentages and suggested correcting a typo on page 5, indicating 2016. Members discussed the grading scale and participation and decided the scale and rubric are fine. Member asked if professors can require students to provided information, members responded the statement is to inform students that online postings can provide information needed for class participation.
* **REL 317 Christianity-** *Approved Unanimously* Discussion: Member Scott Despain presented the course action.
* **REL 327 Issues in Contemporary Religion-** *Approved Unanimously* Discussion: Member Catherine Driscoll presented the course action.
* **Environmental Technology and Management 15ENVTBS -** *Approved Unanimously*Discussion: Member Joseph Roise presented the curricular action. Member brought attention to the total number of hours in the last semester indicating there are 2 or 3 credit hours and asked if the 120 credit hour total is for 2 or 3 credits in their section, presenter responded 120.
* **Fisheries, Wildlife, and Conservation Biology 15FWSCIBS(3 concentrations) Fisheries 15FWSCIF,** *Approved Pending* **Wildlife 15FWSCIW,** *Approved Unanimously*  **Conservation Biology 15FWSCICB –** *Approved with Friendly Suggestion*Discussion: Member Joseph Roise presented the curricular action. Member indicated all three of the concentrations have variable credits for genetics courses and asked if it is appropriate for them to assume the lowest number of credit hours to meet the 120 credit hour standard. Members noticed there are no courses that meet 2 credit hours. Li Marcus indicated the technical electives only offer 3 credit hours it should indicate 3 credit hours for technical electives. Member suggested indicating the GN 301 course is 3 credit hours or GN 311 which is 4 credit hours. Members discussed using the minimum hour possibilities and indicated that is acceptable, however, members further discussed if the technical electives should indicate 2 or 3 credit hours when only 3 credit hour courses are listed in the list of acceptable electives. Member Joseph Roise motioned to amend the motion to approved pending the inclusion of a 2 credit hour course for the technical electives list, approved unanimously. Member checked the lists as it currently stands. This will only affect the Fisheries concentration, motion amended to approve pending the Fisheries concentration only, motion approved unanimously. Wildlife concentration approved Unanimously. Conservation Biology concentration approved with the friendly amendment to change the credit hours for GN 301 and GN 311 to indicate 3-4 credit hours instead of just 3 credit hours.
* **Member motioned to combine the 2 actions from Sustainable Materials and Technology Curriculum, Approved Unanimously**
* **Sustainable Materials and Technology Curriculum 15SMTBS -** *Approved Unanimously*Discussion: Member Joseph Roise presented the curricular action.
* **Sustainable Materials and Technology Curriculum: Wood Products 15SMTBS-15SMTWP -**Discussion: Member Joseph Roise presented the curricular action. No discussion.
* **ECD 296 Special Topics in Education: Counselor Education -** *Approved with Friendly Suggestions* Discussion: Member Peter Hessling presented the course action. Member asked what “develop sensitives and skills for leadership” meant and how it was a measurable outcome, members decided this was an objective, not an outcome and is acceptable. Member indicated it’s strange to use a GEP course when the special topics shell is not fulfilling GEPs. Member brought attention to the repeatable credits and indicated the 99 total completions allowed should be adjusted to 3. Members suggested to mimic the range in the contact hours.

**Discussion**:

Meeting adjourned at 2:22 pm *Respectfully submitted by Lexi Hergeth*