



University Courses & Curricula Committee 2019-2020

January 29, 2020
Electronically Hosted

Call to Order 12:45pm

- Welcome from Chair Rudi Seracino
- Remarks and Updates from OUCCAS/DASA
- Approval of UCCC January 15th 2020 Minutes
- Course and Curricular Business

New Business

Consent Agenda		
BIO 421 Advanced Human Anatomy and Physiology	Drop	Course being dropped
BIO 426 Advanced Human Anatomy & Physiology Lab	Drop	Course being dropped
MEA 467 Marine Meteorology	Minor	Revisions: Requisites and Offering

SLO= Student Learning Outcomes

***=Course Action Initiated Before October 1, 2019**

Discussion:

Notes:

- All linked course actions are viewable in CIM.
- To view actions, please click on the hyperlink. You may need to use your Unity ID to log in.
- If you experience issues logging in, please go to <https://next-catalog.ncsu.edu/courseadmin/> and type the course prefix and number into the search bar.

SLO = Student Learning Outcomes



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University Courses and Curricula Committee

January 15, 2020
Talley Student Union 5101
Call to Order: 12:45 pm

Members Present: Chair Rudi Seracino, Marta Klesath (past chair), Kanton Reynolds, Melissa Merrill, Daniel Gruehn, Catherine Driscoll, Peter Hessling, Wendy Krause, Peggy Domingue, Rucker Rob, Jackie Bruce, Annie Carlson Welch, Melissa Merrill, Gary Blank, Kristen Schaffer, Coleman Simpson, Spencer Muse,

Members Absent: Lisa Marshall, David Fitzpatrick, Tej Shah, John Kuzenski,

Guests: Tom Koch, Daniel Monek, Katherine McKee, Casie Fedukovich, Jason Swarts, Stephen Ferguson, Adrienne Tucker, Travis Parker, Michael Struett

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

WELCOME AND INTRODUCTIONS

- **Remarks from Chair** - Welcomed the committee members and introduced the guests and proxies.
- **Remarks from OUCCAS/DASA**- Bret provided a brief overview of the consultation training guide for curricula actions and background on what happened with consultations for letter of intent and request to establish. The Chair provided background on the grounds for consultation based on the definition on the website pulled up by Li. Lexi provided a brief presentation of the Fall 2019 report.
- **Approval of the Minutes from November 20th 2019 – Approved Unanimously**
 - Discussion: Member Marta Klesath moved to approve.

OLD BUSINESS

- **ENG 202 Interdisciplinary Perspectives in Writing – *Approved with Suggestions***
Discussion: Member Daniel Gruehn moved to approve. Member made the suggestion to remove the GEP information from the syllabus for consistency. Chair commented that this returning course is a success story of offices working together.
- **MUT 303 Introduction to Audio Technology I – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch. R&R representative asked for clarification if the requisites are pre-requisites or co-requisites, the guest responded these should be pre-requisites.
- **MUT 304 Introduction to Audio Technology II – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch.
- **MUT 315 Music Perception and Cognition – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch. Chair commented that there was a change to the title “Music Acoustics & Psychoacoustics” as displayed in the CIM record.
- **MUT 403 Music Recording & Mixing – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch.
- **MUT 431 Music Technology I – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch.
- **MUT 432 Music Technology II – *Approved Unanimously***
Discussion: Motion to approve by member Annie Carlson Welch. Member asked if the suggestion to change the title was considered. Guest Daniel Monek explained that after much deliberation they chose to stay with the title for long term planning.
- **MUT 461 Music Technology Senior Project I – *Approved Pending***
Discussion: Motion to approve by member Annie Carlson Welch. Member brought attention to the schedule in the syllabus having less than 16 weeks. Motion to amend the motion to approved pending the inclusion of a 16th week in the syllabus indicating “Finals” or what is covered in the 16th week.

- **MUT 462 Music Technology Senior Project II – Approved Unanimously**
Discussion: Motion to approve by member Annie Carlson Welch.

NEW BUSINESS

- **Consent Agenda -Approved Unanimously**
Discussion: Member moved to approve. Member brought attention to the African Studies interdisciplinary studies Africana studies will be pulled from the consent agenda by the representatives and guest Stephen Ferguson based on the need to correct the memo.
- **CSC 116 Introduction to Computing - Java - Tabled**
Discussion: Member Kanton Reynolds presented the course action. Representative provided suggestions: students should be given 24 hours to provide students time. There are 27 in class exercises, member brought attention to the fact that students can add a course after the third day of class. Presenter found it problematic that it doesn't indicate if the third day of class, or third day of classes in general. The second bullet in the course requirements in the syllabus. Presenter amended motion to tabled based on the need for clarification if students are missing the assignments on the first day.
- **ISE 411/(511) Supply Chain Economics and Decision Making - Approved Pending**
Discussion: Member Daniel Gruehn presented the new course action. Member brought attention to the syllabus indicating "participation" is 5% and indicated how attendance should be taken and how students would earn participation. Members and Li clarified that participation should indicate how students are able to provide full attendance points. Member brought attention the need to add the course component type in the syllabus. Motion to amend the motion from approved to approved pending a statement of how participation is earned and to add the component type to the syllabus.
- **AEE 490 Seminar in Agricultural and Extension Education- Approved Pending**
Discussion: Member Jackie Bruce presented the course action and introduced the course instructor. Member asked how students will know when to meet because in the course structure section of the syllabus, the information is unclear. Presenter clarified that the course is a scheduled course and the meeting times are determined based on a course schedule for their other courses. Members indicated the text in the syllabus isn't matching the intent because the course is new, but the text needs to be revised to indicate the course will be scheduled and meet. Member asked what experience and asked if there is additional expenses, guest responded this is determined by the student, some may but there are ways to not. Member indicated the catalog description in CIM and the syllabus do not match and the DRO statement needs to be updated.
Motion to amend to approve pending the catalog description match, DRO statement updated, and the text clarified that the course will be scheduled.
- **ALS 496 International research Experience - Approved Pending**
Discussion: Member Jackie Bruce presented the new course action as approved pending an update to the DRO statement. Member asked if the 3 credit hours for the research course. Member asked if there needed to be anything definitive in the syllabus about how many hours are covered. Member made a suggestion to adjust the last learning outcome "Discover a skill set..." to something more measurable such as "display, demonstrate, or exhibit". Member suggested adding a statement that students will need to work a total of 126 hours over the course of the term and should be amended in CIM and the syllabus. The adjustment to the hours in CIM and the syllabus are a part of the pending action.
- **HS 200 Home Horticulture - Approved Unanimously**
Discussion: Member Jackie Bruce presented the course action. Member asked about the procedure for the "see syllabus", members indicated this action was initiated before October 1, 2019 and therefore "see syllabus" is okay based on the official deadline.
*Member asked if indicating "see additional attachment" is okay because the syllabus is a part of the CIM record. Bret explained that the most recent syllabus is not guaranteed to be the most recent. Members discussed that the syllabus in CIM is not the most up to date, the college should be collecting syllabi for every course for every semester which has been the rule for a few years.
- **HS 303 Ornamental Plant Identification I – Tabled with Suggestion**
Discussion: Member Melissa Merrill presented the course action. Member indicated the student learning outcomes are not consistent with what we normally see. Member brought attention to the number of weeks and the catalog descriptions not matching in the syllabus and in CIM. Member brought attention to the link about weapons on campus

and should provide to clarify “pocket knife” as a suggestion. Member amended the motion to approved pending syncing the syllabus and CIM’s description (must be added in the syllabus) and the course length with 16 weeks, and the outcomes that are not matching CIM. Motion to amend the motion from approved pending to tabled the need to revise the student learning outcomes and work with the office of assessment to make the outcomes measurable.

*Member asked if course consultation for a new course, but as this is a revised course, should they look at if there is overlap in courses that are being revised. In this case the course doesn’t seem to have overlap based on the changes. Chair indicated if the committee felt there was overlap, the committee would help frame the consultation.

➤ **NTR 494 Teaching Experience in Nutrition Science - Approved Pending**

Discussion: Member Melissa Merrill presented the new course action. Member brought attention to the syllabus indicating “credit only” and indicated the course indicates each assignment needs to pass with a 70%, not the overall course grade would pass with 70%.

*Member asked if there are additional requirements to clarify a passing grade. Li indicated S/U is passing 70% of the overall course and that courses cannot indicate a passing grade is 80% for example.

Suggestion to indicate “70% in the course” to clarify.

Member brought attention to inconsistency in the syllabus indicating there are three assignments, but the paragraph above the “policies on incomplete grades and late assignments” in the syllabus.

Motion to amend the motion to approved pending that the course is 70% overall and for the number of assignments to be clarified. Members found the S/U policy that the “S” (Satisfactory) is a “C-“. Based on the fact that the NC State grading scale is not required, meaning the “70%” required for each grade would be fine.

Members brought attention to the fact that instructors do put various requirements to pass the course.

Motion to amend the motion to pending the clarification on if the “70%” needs to be earned for the entire course or each assignment and will need to be consistent in the paragraph on the number of assignments. Motion amended.

➤ **Agricultural Entrepreneurship Minor - Approved Unanimously**

Discussion: Member Melissa Merrill presented the new minor action.

➤ **ST 497 Professional Experience in Statistics- Approved Unanimously**

Discussion: Member Marta Klesath presented the new course action. Member asked if the student evaluation methods indicating 0-100%. Chair reminded the committee that there will be a subcommittee to provide guidance on what is required for these kinds of component type of courses. Members discussed that the CIM record could indicate that a contract is required, but the committee should be able to identify that a contract of some kind is required. Members indicated the student evaluation methods are consistent with other courses with this policy. Chair recommended members join the subcommittee to help clarify what to put on these types of actions.

➤ **ST 499 Research Experience in Statistics- Approved Unanimously**

Discussion: Member Spencer Muse presented the new course action. Previous discussions also apply to this. Member indicated that there must be 45 hours of contact for research. Members in the past have indicated that as long as the minimum number of contact hours is met, going over the number of hours is acceptable.

➤ **ECI 305 Equity and Education- Approved Unanimously**

Discussion: Member Peter Hessling presented the course action.

➤ **ANT 325 Andean South America - Approved Suggestion**

Discussion: Member Daniel Gruehn presented the course action. Member made the suggestion to provide if the format should be APA or MLA in the syllabus.

➤ **ENG 232 Literature and Medicine - Approved Unanimously**

Discussion: Member Daniel Gruehn presented the course action.

➤ **ENG/FL 246 Literature of the Holocaust - Approved Pending**

Discussion: Member Daniel Gruehn presented the course action. Members discussed if wide ranges were acceptable, Lexi and other members explained that different offerings will have different ranges but that if something seems outside of a range, the committee should discuss if it seems reasonable overall for the evaluation methods and weeks schedule. Member brought attention to the attendance policy in the syllabus and asked if there is an excused absence a student would not be disenrolled. Typo “will may be disenrolled”.

Member motioned to amend the motion to approved pending the clarification if an excused absence will be accepted and a student would not be disenrolled.

➤ **ENG/WGS 305 Women and Literature - Approved Unanimously**

Discussion: Member Daniel Gruehn presented the course action.

- **ENG 317 Designing Networked Communications - *Approved with Suggestions***
Discussion: Member Daniel Gruehn presented the course action. Member asked if “demonstrate is appropriate, assessment confirmed. Member suggested clarifying that all late work in the syllabus will get a 69% , suggestion to clarify if they were getting greater than 69%. Member suggested clarifying if late work is accepted or not. Member brought attention to all late work. Member brought attention to typos on page 7 “means that means” and “For example, a work “A” is ambitious and risky”.
- **ENG 385 Biblical Backgrounds of English Literature - *Approved Unanimously***
Discussion: Member Daniel Gruehn presented the course action.
- **ENG 460 Major British Author - *Approved Pending with Suggestion***
Discussion: Member Daniel Gruehn presented the course action. Suggestion to change “author” to “authors” in the title and abbreviated title. Member brought attention to the topic schedule being 15 weeks instead of 16, suggestion to add the 16th week as a finals or project. Member amended the motion to approve pending updating the schedule to 16 weeks.
- **ENG 485 Shakespeare: Revisions and Resources - *Approved Unanimously***
Discussion: Member Daniel Gruehn presented the new course action.
- **ENG 494 Special Topics in Linguistics - *Approved Unanimously***
Discussion: Member Daniel Gruehn presented the course action.
- **HA 201 History of Art from Caves to the Renaissance - *Approved Pending***
Discussion: Member Daniel Gruehn presented the course action. The topic schedule is 15 weeks instead of 16, motion to amend the motion to pending the inclusion of the 16th week.
- **HA 202 History of Art From the Renaissance Through the 20th Century - *Approved Pending with Suggestion***
Discussion: Member Daniel Gruehn presented the course action pending the 16th week be included in the CIM record. Member commented the syllabus schedule is confusing and suggested removing the Gregorian calendar dates in favor of “week 1, week 2, etc.”.
- **HA 203 History of American Art - *Approved Pending***
Discussion: Member Daniel Gruehn presented the course action pending the 16th week is added to the CIM record.
- **HI/WGS 447/(547) Women in America: From Contact to the Civil War- *Approved Unanimously***
Discussion: Member Catherine Driscoll presented the course action.
- **HI/WGS 448/(548) American Women in the Twentieth Century - *Approved Suggestion***
Discussion: Member Catherine Driscoll presented the course action. Member brought attention to the student learning outcome indicating “demonstrate critical thinking skills” suggestion to change to “compose your own historical arguments using critical thinking skills...”.
- **SOC 300 Social Research Methods - *Approved Unanimously***
Discussion: Member Catherine Driscoll presented the course action
- **SOC 301 Human Behavior - *Approved Pending***
Discussion: Member Catherine Driscoll presented the course action. Member indicated the schedule in the syllabus should clarify how many weeks for each topic and should equal 16 weeks. Motion to amend the motion to approved pending the schedule in CIM and in the syllabus. Member brought attention to need for a rounding statement as part of the pending.
- **SOC 342 International Development - *Approved Pending***
Discussion: Member Catherine Driscoll presented the course action pending the schedule is brought to 16 weeks.
- **Anthropology Honors Program - *Approved Unanimously***
Discussion: Member Catherine Driscoll presented the Honors Program action.

- **BA English-Language, Writing, and Rhetoric (16ENGLBA- 16ENGLLWR) - Approved Unanimously**
Discussion: Member Catherine Driscoll presented the curricular action.

- **BA Foreign Languages & Literatures Arabic Studies - Approved Suggestion**
Discussion: Member Catherine Driscoll presented the curricular action. Member brought attention to the spring of junior year adding from 16 to 14 which will add to the correct total for the program.

- **Interdisciplinary Studies BS Self Design - Approved Unanimously**
Discussion: Member Catherine Driscoll presented the new curricular action.

- **BA Political Science 16PSBA - Approved Unanimously**
Discussion: Member Catherine Driscoll presented the curricular action.

Discussion: Chair provided information on the subcommittee to look at required fields that fall under various course components, some of which were discussed today. The Chair provided information on representation from all colleges.

Meeting adjourned at 2:54 pm

Respectfully submitted by Lexi Hergeth