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## University Courses and Curricula Committee

April 29, 2020  
Electronically Hosted  
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, Annie Carlson Welch, Peter Janca, Gary Blank, Coleman Simpson, Spencer Muse, Jackie Bruce, Kristen Schaffer,

**Members Absent:** David Fitzpatrick, Tej Shah, Lisa Marshall

**Guests:** Lisa Bullard, Kasey Harris, Robin Clements, Michael Kanters, Jason DeRousie, Kathleen Rieder, Ellen Frost, Rob Sandruck, Russell Flinchum, Alice Lee, Richard Warr, Rob Sandruck,

**Ex-Officio Members Present:** Li Marcus, Lexi Hergeth, Tim Petty, Kyle Pysher, Bret Smith,

### WELCOME AND INTRODUCTIONS

- **Remarks from Chair** - Welcomed the committee members and reestablished the Zoom standards for voting.
- **Remarks from OUCCAS/DASA-**
- **Approval of the Minutes from April 15<sup>th</sup> 2020 – Approved Unanimously**
  - Discussion: Member moved to approve by Marta Klesath.

### CONTINUED BUSINESS

- **Professional Golf Management (15SPMGTBS – 15SPMGTPGM) - Approved Unanimously**  
Discussion: Member Gary Blank presented the curricular action.
- **Global Perspectives Certificate - Approved Unanimously**  
Discussion: Member Annie Carlson Welch presented the Certificate action.
- **ARE 121 Agricultural Finance- Approved with Suggestion**  
Discussion: Member Jackie Bruce presented the new course action. Member made a suggestion to say something in the 'instructional resource statement' as to how the new course will be covered. Li Marcus reminded the committee this is not required and will be taken off. For those wishing to include this information they can do so in the additional documents field.
- **ARE 290 Professional Development in Agricultural Business Management- Approved Pending**  
Discussion: Member Jackie Bruce presented the new course action. Member brought attention to the catalog descriptions having a slight differentiation. The syllabus indicates the course has a USD GEP attribute. The proposer provided an updated syllabus and will upload after the meeting. Member amended the motion to pending the update to the syllabus and the catalog description.
- **PB 407/(507) Medical Ethnobotany- Approved Unanimously**  
Discussion: Member Melissa Merrill presented the new course action.
- **PB 450/(550) Plant Ecology - Approved Unanimously**  
Discussion: Member Melissa Merrill presented the new course action.
- **BIO 323 Paleoecology- Approved Pending**  
Discussion: Member Spencer Muse presented the new course action. Member indicated the schedule should be included in the syllabus. Member motioned to amend the motion to approve pending the inclusion of the schedule provided in the CIM record in the syllabus.

### NEW BUSINESS

- **Consent Agenda -Approved with one action pulled.**  
Discussion: Member moved to approve by Spencer Muse, who asked to move the Economics, Business and Accounting from the consent agenda.
- **MB 200 The Fourth Horseman: Plaques that changed the world – Approved Pending with Suggestions**  
Discussion: Member Spencer Muse presented the new course action and introduced guest Alice Lee as the instructor. Member brought up that there are 40 student learning outcomes in the CIM record and 8 in the syllabus. Members indicated this is a rather large number of learning outcomes, and indicated the outcomes in the syllabus and CIM should match. The learning outcomes in the syllabus are the objectives in CIM.  
Motion amended to Pending the addition the section on SLOs in the syllabus to the SLO CIM record and removing the objectives, to avoid duplication. Or copy the 40 outcomes for the CIM record into the syllabus to match. Change to topic outline from 15 to 16 weeks by adding a finals/ final assessment week.  
Suggestion to use the 8 outcomes and to make the abbreviated title more consistent with the new title.
- **ADN 288 History of Art + Design: 1918 to the Contemporary World - Approved with Suggestion**  
Discussion: Member Kristen Schaffer presented the new course action and introduced Guest Russell Flinchum. Member brought attention to the walking distance to get to activities, from Brooks hall, to the Greg museum. The instructor confirmed they would certainly provide additional time for anyone in need of it.  
Suggestion to provide clarification that there will be no field trips off campus in the course structure section of the syllabus and to remove any information about off campus visits.  
Members discussed that since the Greg museum is on campus, so students will be able to get to where the class is being held.
- **Bachelor in Landscape Architecture (12LARB) - Approved Unanimously**  
Discussion: Member Kristen Schaffer presented the curricular action. Member asked if the appropriate term for Discontinuation is Spring 2013, presenter indicated that the last students left the program around July 2016. Li indicated the best effective date will be decided by SCRT.
- **BAE 427/(527) Metabolic Systems Analysis - Approved Unanimously**  
Discussion: Member Jackie Bruce presented the new course action.
- **CS 116 Agronomic Crops - Cotton, Peanuts, and Tobacco - Approved Unanimously**  
Discussion: Member Jackie Bruce presented the new course action.
- **CS 118 Agronomic Crops - Corn, Small Grains and Soybeans – Approved with Suggestion**  
Discussion: Member Melissa Merrill presented the new course action. Member indicated the attendance policy in the syllabus doesn't indicate how a student can earn full credit for attendance (20%). Members found additional information in the syllabus.  
Members discussed if 'attendance' should be 'participation' and provide more detail, members decided since it is specifically called 'attendance', as long as a student shows up to class, the information is acceptable.  
Suggestion that the student evaluation method "details" section can be deleted.
- **BS Crop and Soil Science : Turfgrass Science (11CSSCBS-11CSSCTFG) - Approved Unanimously**  
Discussion: Member Melissa Merrill presented the new curricular action.
- **BS Turfgrass Science (11TFGBS) - Approved Unanimously**  
Discussion: Member Melissa Merrill presented the curricular action. Guest David Crouse explained all students will be moved into the new concentration.
- **Economics, Business, and Accounting- Pulled from Consent agenda. – Approved Pending**  
Discussion- Motion to amend action to remove ST 305 from the possible substitutes by member Spencer Muse. ST 305 will no longer be taught, so it should not be included as a preventative measure.  
Guest Jason DeRousie indicated other actions from the consent agenda will also need to take this under consideration.  
**Motion to open courses on the consent** mentioned by Jason to allow for the adjustment to their requisites lists.  
Both motions passed unanimously with the indication that ST 305 will be removed.
- **MIE 437 Human Resources Analytics - Approved Pending**  
Discussion: Member Peter Janca presented the new course action. Member brought attention to the 15 weeks in the CIM record and update the CIM record and syllabus with a clearly defined 16<sup>th</sup> week and the addition of the topic outline in CIM.

- **Bachelor of Business Administration in Global Management Dual Degree Program (SKEMA) - Approved Unanimously**  
Discussion: Member Peter Janca presented the Program action. Guest Rob Sandruck explained the changes for this action that is up for review.
- **BS Bachelor of International Management Dual Degree Program (NEOMA) - Approved Pending**  
Discussion: Member Peter Janca presented the renewal of the existing Program action. Member brought attention to the '0' in the expected annual students and faculty in year 5. Guest indicated this is a typo, and that there will be at least 5.  
Motion to amend the motion to approved pending the update to this in the enrollment table.  
Member indicated there should be some clarification on the enrollment and how many students are entering and how many are participating. More explicate indication of the new students entering compared with the students already in the program.
- **BS Chemical & Biomolecular Engineering (14CHEBS-14CHEBIO) - Approved Pending**  
Discussion: Member Kanton Reynolds presented the curricular action. Guest Lisa Bullard was available for questions. In the Senior Year, Spring semester, the total should be 17, not 16.
- **BS Chemical Engineering Biomanufacturing Sciences (14CHEBS-14CHEBMF) - Approved Pending**  
Discussion: Member Kanton Reynolds presented the curricular action. Member brought attention to the semester display, in the Sophomore year Spring semester, the total is not 14, and should be 17.
- Motion to revisit the previous action and combine with the other 14CHEBS action. Approved.  
Discussion- Amending both to approve pending the correction of the typos in the semester displays for the Senior Year, Spring semester, the total should be 17, not 16 and the Sophomore year Spring semester, the total is not 14, and should be 17.
- **Industrial Engineering 14IEBS - Approved Unanimously**  
Discussion: Member Lisa Marshall presented the curricular action.

Discussion: Special Topics Guidelines have been looked at over the last few weeks and a best practices living document has been created for training. Chair asked for any comments and concerns raised from committee members. Member from PCOM brought attention to "Practicums" and asked for additional information and definition of how this type of course should be set up in CIM.

Member indicated the information provided is good and that a recommendation for a practicum type of course could be added. Chair recommended PCOM work on an example over this summer to be considered in the Fall 2020 semester.

Members discussed why we are using a best practice/recommendation instead of a set of standard rules. Chair explained that there are ways to make rules that can be strictly enforced, however, this allows for there to be flexibility with things like 'independent study'.

Wendy moved for the recommendations to be sent beyond the committee for recommendation. Member indicated the practicum may not be necessary, members decided more suggestions and guidelines will be helpful.

Motion approved.

Chair, Rudi Seracino thanked the committee and XONV members for their work during the semester, especially during this time. The committee thanked the chair for his dedication. Wendy Kraus will serve as the chair for the 2020-2021 academic year.

Meeting adjourned: 2:32 PM.

*Respectfully submitted by Lexi Hergeth*