**University Courses and Curricula Committee** April 1, 2020

 Electronically Hosted

 Call to Order: 12:46 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, David Fitzpatrick, Tej Shah, Lisa Marshall, Jackie Bruce, Kristen Schaffer,

 **Members Absent**:

**Guests**: Jeffery Eischen, Jillian Haeseler, Stacey Pigg, Jason Swarts, Ross Bassett, Maryam Mohaghegh

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

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair** - Welcomed the committee members and reestablished the Zoom standards for voting.
* **Remarks from OUCCAS/DASA-** Li updated the committee on the end of year event and indicated this will likely be an electronic end of year even.
* **Approval of the Minutes from** **March 18th 2020** – *Approved Unanimously*
	+ Discussion: Member moved to approve by Marta Klesath

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously*Discussion: Member moved to approve Marta Klesath.
* **ANT 330 People and Cultures of Africa-** *Approved with Suggestion*Discussion: Member Catherine Driscoll presented the course action. Members confirmed that the abbreviated title can be the full course title since the abbreviated title is what will display on the transcript. Syllabus needs 16 weeks and asked if the schedule of topics need to be formatted like 15 weeks plus finals week, or if having narrative in the finals portion is acceptable. Members suggested including the due date for the second essay (13 December at 11am) in the syllabus. Members checked that the attendance policy
* **ANT 461/(561) Wealth, Poverty and International Aid-** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the new course action. Reviewer complimented the course but brought attention to the attendance grading, which indicates 15% of 10 points will be removed due to absences, then if the student has six absences they will fail the course. Suggestion to clarify if the six absences are due to the students inability to pass if they are absent for six absences.
* **ENG 388 Intermediate Fiction Writing Workshop-** *Approved Pending* Discussion: Member Catherine Driscoll presented the course action. Member brought attention to the fee indicated on the CIM record for photocopies. Motion to amend the motion to update the CIM field to removed the photocopy expense information from the CIM field and changing it to No.
* **FL 441 Strategies and Curriculum Design in Teaching English as a Foreign Language (TEFL)-** *Approved Unanimously* Discussion: Member Catherine Driscoll presented the new course action. Member brought attention to the lack of final exam, a final project replaces the final exam. Member also brought attention to the course grading and indicated the incomplete and late assignments which is the standard university response. Guest Jillian Haeseler confirmed there is a final project in lei of an exam.

Members discussed that there has to be a cumulative project, or exam, or assessment of some sort but it doesn’t need to be a final exam.

* **HI 382 History of Capitalism in America -** *Approved**Unanimously*Discussion: Member Daniel Gruehn presented the new course action. Member brought attention to the syllabus in the grade distribution. In the student evaluation section has ranges and asked if the syllabus should match the CIM record. For student evaluation methods the committee has encouraged the use of ranges in lei with the sample syllabus information falls within the CIM record ranges.
* **REL 424 Religion and Politics in Global Perspective-** *Approved Pending* Discussion: Member Daniel Gruehn presented the new course action. Member made the suggestion to put the course number of credit hours at the top of the syllabus. The component type needs to be included as well. Motion to amend the motion to pending the clear inclusion of the component type and credit hours.
* **Professional Writing Certificate -** *Approved Unanimously* Discussion: Member Daniel Gruehn presented the new Certificate action.
* **History BA (incl. 16HISTTED) and History BS-** *Approved Unanimously*Discussion: Member Daniel Gruehn presented the curricula actions.
* **TE 201 Fiber Science-** *Approved Pending*Discussion: Member Wendy Krause presented the course action Pending the addition of the final exam week in CIM schedule of topics. Member asked if there should be additional documentation for the activities field in the schedule of topics which will be removed with the CIM update, member decided it can stay as the information itself will not be removed.
* **ISE 408 Design and Control of Production and Service Systems -** *Approved Unanimously*Discussion: Member Kanton Reynolds presented the course action.
* **ISE 453 Modeling and Analysis of Supply Chains-** *Approved Unanimously* Discussion: Member Lisa Marshall presented the course action.
* **CS 428/(528) Advanced Regulatory Science in Agriculture -** *Approved Unanimously* Discussion: Member Melissa Merrill presented the new course action.
* **BIO 106 Biology in the Modern World Laboratory-** *Approved Unanimously* Discussion: Member Spencer Muse presented the course action.
* **GN 301 Genetics in Human Affairs-** *Approved Unanimously*Discussion: Member Marta Klesath presented the course action.

Discussion: The subcommittee will report back about their plan for the 15 April 2020 Agenda where there will be a guest presenter

Meeting adjourned: 1:43 PM.  *Respectfully submitted by Lexi Hergeth*