**University Courses and Curricula Committee** March 18, 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, David Fitzpatrick, Tej Shah, Lisa Marshall, Jackie Bruce

 **Members Absent**: Kristen Schaffer,

**Guests**: Andy Hale, Meredith Fosque, Erin Champion, Debbie Acker, Michael Domeracki

**Ex-Officio Members Present:** Li Marcus, Lexi Hergeth, Traci Temple (DELTA proxy), Jordan Luzader, Kyle Pysher, Bret Smith

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair** - Welcomed the committee members and set up Zoom standards for voting.
* **Remarks from OUCCAS/DASA-** Li updated the committee on the different types of labs, these are still under discussion, what the requirement is for laboratories is a minimum expectation, so the need to be at least two.
* **Approval of the Minutes from February 26th 2020** – *Approved Unanimously*
	+ Discussion: Member moved to approve by Marta Klesath.

**Old Business**

* **CH 102 General Chemistry Laboratory -** *Approved Unanimously*Discussion: Member Marta Klesath presented course action. Member complimented the updates and asked if the CIM question “Is this a part of a required or elective for curricula” is needed, Li explained this will be removed with the more courseleaf updates and the field is no longer needed.

**NEW BUSINESS**

* **Consent Agenda** -*Approved Unanimously*Discussion: Member Marta Klesath moved to approve.
* **ANT/IS 471/(571) Understanding Latina Migration-** *Approved Pending* Discussion: Member Daniel Gruehn presented the new course action. Member brought attention to the topic outline schedule which is in minutes, not weeks, and seems to be short in the topic outline. Members discussed this would be better in a range. Currently the minutes add to 45 50 minutes slots, Li had done previous calculations that the minutes will add up. Members discussed that historically this has been a subject of debate.
Members discussed that for consistency, other actions have been pending adding a 16th week for finals.
Motion to amend the motion to indicate the 46 semester hours of content instead of the 45 hours shown in the topic outline, pending showing 16 weeks, or a percentage.

Migration in US history 300 min 13.3%

(10-15%)

Country of origin 600 min

26.7%

(20-30%)

Social concerns 750 min

33.3%

(30-40%)

Phases of the Journey 600 min

26.7%

Migration in US history 300 min 13.3%

(10-15%) Topic Outline/Schedule: Lists 2,250 minutes = 45 contact hours; not 46

* **ENG 451/(551) Chaucer-** *Approved Unanimously*Discussion: Member Daniel Gruehn presented the course action.
* **ENG 468 Studies in Nineteenth-Century American Literature-** *Approved Unanimously*Discussion: Member Daniel Gruehn presented the course action.
* **ENG 486 Shakespeare, The Earlier Plays-** *Approved Unanimously*Discussion: Member Daniel Gruehn presented the course action.
* **ENG 487 Shakespeare, The Later Plays -** *Approved with Suggestion*Discussion: Member Daniel Gruehn presented the course action. Member brought attention to the grading percentages, for participation and wondered if this information in the syllabus is sufficient. It looks similar to course actions that have been approved in the past. Members discussed that this does meet the regulation that students will need to know how to earn 100%.

Suggestion to create a rubric for what B and C in the syllabus’s item four.

* **HI 369 Sexuality in U.S. History-** *Approved Unanimously*Discussion: Member Catherine Driscoll presented the new course action.
* **HI 375 Global History of Travel and Tourism-** *Approved Unanimously* Discussion: Member Catherine Driscoll presented the new course action.
* **SOC 205 Jobs and Work-** *Approved Unanimously* Discussion: Member Catherine Driscoll presented the course action. Reviewers indicated the course looks well done.
* **SOC/REL 309 Religion and Society-** *Approved Pending with Suggestion* Discussion: Member Catherine Driscoll presented the course action. Member brought attention to the policy section of the syllabus (item 7). Member asked if this is acceptable or too strict, members discussed this could be in preparation for a professional working environment.
**Suggestion** that this be an expectation, and not include that emails will not be responded to.
Motion amended to **Pending**: Absent member brought attention to the assignments and asked if they are linked in with participation. Members discussed this maybe in the description provided in the syllabus.
Member motioned to amend the motion to pending the splitting out what portion is participation and what is a written assignment in CIM and the syllabus.
* **World Literature (16WLM) -** *Approved Unanimously* Discussion: Member Catherine Driscoll presented the minor action.
* **SLC 350 Leadership and Negotiation-** *Approved Pending with Suggestion*Discussion: Member Peggy Domingue presented the new course action. The course outline is done in percentages and member got 170% for the topic outline and in the syllabus, there is a 16 week schedule.
Motion to amend the motion to approve pending putting the 16 week topic outline in the CIM record.
Guest Michael Domeracki indicated the percentage is because the assignments built off each other. Member suggested a range in the topic outline to equal 100% or use the 16 weeks indicated in the syllabus.
Suggestion to think of the long term impact of the level of detail in the CIM record, since this would need to go back through the committee if changed.
Pending the 16 week topic schedule that’s provided in the syllabus in the CIM record.
* **Music Minor 24MUM -** *Approved Unanimously* Discussion: Member Peggy Domingue presented the minor action.
* **TT/NW 404/(504) Introduction to Nonwovens Products and Processes-** *Approved Pending*Discussion: Member Wendy Krause presented the course action. Reviewer commented that the course components seem to be missing from the syllabus. Presenter indicated this course is lecture only. In the past syllabi with space for course time (but not set times) were approved.
Motion to approve pending the addition of the topic outline in CIM and the syllabus includes the component type and sample contact hours.
Members discussed the grading scale and decided it is acceptable.

* **AEE 323 Leadership Development in Agriculture and Life Sciences -** *Approved Unanimously*Discussion: Member Jackie Bruce presented the course action.
* **HS 201 The World of Horticulture: Principles and Practices-** *Approved Pending with Suggestion*Discussion: Member Jackie Bruce presented the course action.
Member brought attention to missing credit hours, catalog description, switching objectives to learning outcome, and general education information in the syllabus, and including the topic outline in the CIM record.
Motion to amend the motion for the missing information.
In page two (attendance) in the syllabus, how much will absences count against students. Member suggested including how absences will negatively impact the students.
Member brought attention to the CIM record to look at the 100 pt. translation for each class, and switch the fields for attendance and sync the syllabus.
* **HS 304 Ornamental Plant Identification-** *Approved with Suggestions*Discussion: Member Jackie Bruce presented the course action.
Member brought attention to the optional readings and asked if this should be included in the CIM required reading. Member brought attention to the sentence “select those texts that would make useful reference books for the use in this course and after” suggestion of the first few to start with of the 16 options and to include the cost of the texts.
* Motion to combine the Agricultural and Environmental Technology Actions together. Approved
* All four curricula approved unanimously.
* **Agricultural and Environmental Technology 11AGEVTBS -** *Approved* Discussion: Member Jackie Bruce presented the curricula action.
* **Agricultural and Environmental Technology: Agricultural Systems Management 11AGEVTBS-11AGEVTASM -** *Approved*
* **Agricultural and Environmental Technology: Environmental Systems Management 11AGEVTBS-11AGEVTASM -** *Approved*
* **Agricultural and Environmental Technology Minor 11AEM-** *Approved*
* **BIO 440 The Human Animal: An Evolutionary Perspective-** *Approved Unanimously* Discussion: Member Spencer Muse presented the course action.
* **CH 201 Chemistry- A Quantitative Science-** *Approved Unanimously*Discussion: Member Spencer Muse presented the course action.
* **CH 202 Quantitative Chemistry Laboratory-** *Approved Pending* Discussion: Member Marta Klesath presented the course action pending the topic outline in CIM reflecting 16 weeks. \*Back to the discussion about labs, indicating that labs sometimes do not meet for 16 weeks. Member suggested providing some guidance by using CH 102 as an example.
* **Environmental First Year Program -** *Approved Unanimously*Discussion: Member Gary Blank presented the new First Year Program action.
* **Environmental Sciences minor (15EVM) -** *Approved Unanimously* Discussion: Member Gary Blank presented the minor action.

Discussion: Open questions for online meetings based on the current public health situation.

Meeting adjourned: 2:12 PM.  *Respectfully submitted by Lexi Hergeth*