**University Courses and Curricula Committee** October 7th, 2020

 Hosted Via Zoom

 Call to Order: 12:45 PM

 **Members Present:**

Chair Wendy Krause, Rudi Seracino (past chair), Catherine Driscoll, Jon Paul Rust (Proxy for HH), James Knowles, Joseph Roise, Kanton Reynolds, Kenneth Zagacki, Kristen Schaffer, Melissa Merrill, Peggy Domingue, Peter Hessling, Renee Harrington, Rob Rucker, Grad Student Jorden Rabasco, Student Senate Thomas Walsh, Andy Hale (Proxy for SP), Spencer Muse

**Absent Members**: Helmut Hergeth, Melissa Merrill

**Guests**: James Brown, Sarah Heckman, Autumn Belk, Timothy Buie,

**Ex-Officio Members Present:** Li Marcus, Lexi Hergeth, Kyle Pysher, Stephany Dunstan, John Harrington

**WELCOME AND INTRODUCTIONS**

* **Remarks from Chair** – Welcomed the guests and proxies.
* **Remarks from OUCCAS/DASA-** Li informed the committee of the CIM for programs testing. Bret thanked the committee for their diligence serving on the committee and investing in the university and the academy through their service.
* **Announcement from Autumn Belk** – Presented the Course Wellness initiative. Li will share the link to the [definition](https://wellness.ncsu.edu/about/) as well as the [google form](https://docs.google.com/forms/d/e/1FAIpQLSe13BWjbcilU8kaZTGzadIHkjbH2aFWsFt2qqVZI7DotYBLVg/viewform) with the members, Autumn has asked for this to be shared throughout the faculty.
* **Approval of the Minutes from** **September 23rd 2020** – *Approved*
	+ Discussion: Member Catherine Driscoll motioned to approve the minutes.

**OLD BUSINESS**

* **CSC 297 Cybersecurity Topics –** *Approved*

Discussion: The course was presented by Rudi Seracino, who also introduced the guest, Sarah Heckman. Member asked if they have consulted with an additional cybersecurity course and suggested Botcheher may be helpful when advertising for the course.

* **CSC 471 Modern Topics in Cybersecurity–** *Approved*

Discussion: The course was presented by Rudi Seracino, who also introduced the guest, Sarah Heckman. Member commented that the participation range in CIM is 0-20 but there is no participation in the syllabus, this is acceptable, since the range includes 0.

**NEW BUSINESS**

* **Consent Agenda** - *Approved*Discussion: The consent agenda was moved to approve.

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* **ISE 398 Lean Six Sigma for Industrial Engineering –** *Approved*

Discussion: The course was presented by Rudi Seracino.

* **FL 250 Austrian Culture Up Close** – *Approved*Discussion: The new course was presented by Catherine Driscoll. Member commented that the participation definition in the syllabus was very good and the member indicated he will be using this course an example of how to provide participation information.
* **HON 314 Society’s Mirror: Literature in 20th Century America** -*Approved with Suggestions*
Discussion: The new course was presented by Renee Harrington. Members complimented the course, however, there seems to be additional characters available in the abbreviated title and suggested using them since this is what students

Discussion: Li and the chair asked if they had any feedback on the contract (in liu of syllabus) requiring the PRRs for students. Member strongly objects to faculty members using contracts only because it would be confusing to students. Members brought up that the term ‘contract’ is problematic since this is not a legal document and suggested “agreement” or ‘memorandum of understanding’. Members debated if it was better for all courses to require a syllabus in addition to the course agreement. Members discussed how the PRRs could be included in a page electronic attachment. In the meantime, Li has added ‘course agreements’, so they title will now read “Contracts/Course Agreements”.
The College of Science believes this information moving outside of the syllabi would be helpful, because it would help streamline this information in a separate form so students could access it quickly and would be easy to update whenever updates are needed.

Members would like this to be a pop up, similar to the FERPA screen that alerts students to read and acknowledge that they’ve read the information. Members would like this on MyPack since not all courses use Moodle. Bret indicated this would need to be something we review in detail since there are PRRs that require the instructor to specify what kind of statement is needed for the course. There need to be clear objectives and Li suggested this body partner with Registration and Records to provide a set plan of what they can do and how it could be done as a series of suggestions and recommendations.

The Chair suggested a subcommittee might be best to make a formal recommendation and also to finalize if the PRRs need to be included in Course Agreements.

Meeting adjourned: 1:34 PM.  *Respectfully submitted by Lexi Hergeth*