**Council on Undergraduate Education 2018-2019**  September 21, 2018

 Talley Student Union 3210

 Call to Order: 1:30 PM

 **Members Present:** Chair Daniel Monek, James Minogue, Hatice Ozturk, James Knowles, Tania Allen, Darby Orcutt, David Gilmartin, Carrie Pickworth, Richard Podurgal, Kimberly Bush, Alice Lee, Tiffany Kershner, Autumn Belk (Peggy Domingue proxy after 2:15PM), Andy Lam

**Members Absent**: Katherine Annett-Hitchcock, Past Chair Ghada Rabah, Robert Beckstead

**Ex-Officio Members Present:** Lexi Hergeth, Li Marcus, John Harrington, Samantha Rich, Tim Petty, Julia Law, Min Liu

**Guests**: Carolyn Rauch

**WELCOME AND INTRODUCTIONS**

* *Remarks from Chair Daniel Monek* – Chair had guests and proxies introduce themselves.
* *Remarks and Updates from OUCCAS/DASA –* Li Marcus reminded the committee to direct questions for the office of undergraduate courses curricula and academic standards to the courses-curricula@ncsu.edu email address and that members are responsible to providing their own proxies in the event of their absence as well as establishing if the member or the proxy will review the action or the member providing their review via email or with their proxy.
* Approval of the Minutes from September 7th 2018 *– Approved Unanimously*
	+ Discussion: Motion to approve the past minutes by member Andy Lam.

**NEW BUSINESS**

*Consent Agenda*: (ANS 292, HON 293[001], HON 296[004], & PB 405) -*Approved Unanimously*Discussion: The approval of the consent agenda was moved by member Autumn Belk.

*GER>GEP Review*

* **ADN 112 Three Dimensional Design for Non-Design Majors**: (VPA) – *Approved Unanimously to remove*Discussion: Motion to remove the GEP category VPA by member Tania Allen. Presenter explained that the College of Design is undergoing a number of internal structure changes and therefore this course
* **AFS 240 African Civilization**: (HUM{GK}) – *Approved Unanimously*Discussion: Motion to approve by member David Gilmartin. Reviewers confirmed the course fulfills both GEP requirements.
* Motioned to combine PHI 330 and PHI 331 by presenter David Gilmartin.  **PHI 330 Metaphysics**: (HUM) – *Approved Unanimously*Discussion-Reviewer confirmed the GEP category is fulfilled and commented that there is a personal note under the integrity statement.
**PHI 331 Philosophy of Language**: (HUM{IP}) – *Approved Unanimously*Discussion: Motion to approve by member David Gilmartin. Reviewer asked if the IP category should be reviewed. Members and XONV members confirmed that both HUM and IP should be reviewed as there were changes made to the course content. Member commented that the syllabus was a bit difficult to follow but she did see how the GEP outcomes aligned. Member commented that the grading may be a bit confusing but this is more in UCCC’s preview.

Presenter moved to combine the PHI 333, 375, and 376 actions. **PHI 333 Knowledge and Skepticism**: (HUM) – *Approved Unanimously*Discussion: Motion to approve by member David Gilmartin. Members indicated the syllabus was difficult to follow however they found the sample exam questions to be extremely helpful.
**PHI 375 Ethics**: (HUM) – *Approved Unanimously*Discussion: Motion to approve by member David Gilmartin.
**PHI 376 History of Ethics**: (HUM) – *Approved Unanimously*Discussion: Motion to approve by member David Gilmartin.

* Presenter moved to combine PS 305, PS 312, & PS 335 **PS 305 The Justice System in the American Political Process**: (SS) – *Approved*Discussion: Motion to approve by member James Knowles.
**PS 312 Introduction to Public Administration**: (SS) – *Approved Unanimously*Discussion: Motion to approve by member James Knowles.
**PS 335 International Law**: (SS{GK}) – *Approved with Friendly Suggestion*Discussion: Motion to approve by member James Knowles. Reviewer brought attention to the objective stating “know the significance”, however these course objectives are not used for the GEP category. Reviewer asked why the course is only offered in the Fall semester, member responded this is when the college could schedule the course. Samantha Rich from the office of Assessment brought attention to objective 1 and objective 3 and indicated these should probably be a higher level of measurement. Members discussed making a friendly suggestion to provide higher level measures, not about the type of question but the same questions should align more with the outcomes provided.

*GEP Review*

* **ALS 494 International Learning Experience in Agriculture and Life Sciences**: (GK) – *Approved Unanimously*Discussion: Motion to approve by member Carrie Pickworth. Chair shared the comments from absent member indicating the measures are all the same for these courses. Member said it was a bit difficult to connect the objectives to the sample syllabus, member asked if the study abroad course should align with the semester. Li Marcus clarified that while these kinds of courses will vary from country to country, there should be similarities in the ways the courses will fulfill the global knowledge category. Member indicated the information provided in CIM is stretched in the syllabus. Li clarified that reviewers should review as study abroad and on campus courses coming forward for GK review based on the information provided, not based on a course being study abroad.
* **PS 341 European Politics**: (SS{GK}) – *Approved Unanimously*Discussion: Motion to approve by member James Knowles. Reviewers confirmed this course fulfills both GEP categories.
* **REL 200 Introduction to the Study of Religion**: (HUM {GK}) – *Approved with Friendly Suggestion*Discussion: Motion to approve by member James Knowles. Reviewer brought attention to the student evaluation methods and suggested including the attendance portion (10%) indicated in the syllabus in the CIM field to bring the CIM calculation to 100%.

*New to GEP*

* **USC 116 Introduction to Sustainability for EcoVillage**: (IP) – *Tabled with Friendly Suggestions*Discussion: Motion to approve by member Autumn Belk and introduced Carolyn Rauch as the guest. Guest explained the course has made particular effort to provide insight from experts in the various disciplines including faculty and experts around the Raleigh area. Reviewer commented the idea of making something sustainable can be challenging, and complimented the course’s explanation. Member asked where the Eco Village is housed, the guest responded that while it is not officially housed anywhere they go through the University College workflow.

Office of Assessment brought attention to the absence of measures in objective 1, the measure for objective 2 is a Venn diagram of a tool and doesn’t explain how the outcome is measured. XONV member also commented that the outcomes and measures for the first objective don’t clearly define the disciplines and suggested working with the office of assessment. Member asked if a specific example is required for a measurement which was confirmed, member also agreed with the office of assessment that the measure in objective 2 don’t align with the outcome.
Presenter explained the Venn diagram is used for the students to understand the disciplines individually as well as collectively for sustainability. Assessment suggested providing an example of assignments using the Venn diagram instead of an explanation of a Venn diagram. Friendly suggestion for guest to continue speaking with the office of assessment to highlight the measures that are referenced in the CIM fields.

Chair and Li provided a brief explanation of the amendments and motions available to members and reminded the committee that while XONV members can bring up questions and issues but if the committee would like to take up any of the suggestions, a motion must be made by a voting member.

Member asked if the office of assessment provides feedback just before the CUE meeting or prior to the meetings, XONV member indicated this would usually be provided prior to the meeting and that inclement weather prevented this from coming forward sooner. Member moved to table the course, committee approved amendment to table.

**Discussion**: Vote on GER>GEP Short Form Motion from September 7th, 2018. Member read the full motion proposed at the first CUE meeting in Fall 2018 (Sept. 7, 2018).

Full motion:
*“For courses undergoing GER to GEP review, submitters can use the "minor edit" form in CIM and are required to fill in all boxes related to GEP (all outcomes, measures, requisites and scheduling, additional information, and any other questions) in detail. In the case of GER>GEP review, a syllabus will not be required but may be included. Inclusion of a syllabus is strongly encouraged in cases where a course is being reviewed for IP.”*
Management and Education indicated their colleges had no issue with the motion. Motion approved by committee.

Nominations for Chair Elect: Chair explained the role of the chair-elect, including the pre-meetings and past Chair Peggy Domingue commented on the role of chair-elect and chair. Nominations for Chair-Elect remain open.

Meeting adjourned at 2:25 PM

*Respectfully submitted by Lexi Hergeth*