

MINUTES OF UCC COUNCIL SEPTEMBER 30, 2011

Attendance: Kathy Malanga, Jean Levitan, Karen Swanson, Murli Natrajan, Lynne Orr, Steve Marcone, Ian Marshall, Nancy Weiner, John Peterman, Margaret Williams, Rebecca Fegeley, Sandra DeYoung, Jennifer Di Noia

Meeting Called to Order: 12 Noon

1. **Minutes of September 16, 2011:** Accepted as written
2. **Co-Chairs Report:**
 - a. Meeting was held with Provost and Senate Leadership
 - b. Orientation for Adjuncts will be October 5 & 6
 - c. Orientation for Advisors' sessions had moderate turnout
 - d. On Monday, an email will be sent to Advisors, referring them to a website with UCC resources (from Murli Natrajan).
 - e. Meeting will be held next Wednesday with Nina Trelisky, and Joe Alaya to work out some Banner issues.
3. **Council Charges:**

Senate Charges to the UCC, 2011-2012

 - a. Work with Assessment Council on developing a plan to measure the effectiveness of the UCC
 - b. Establish calendar specifying deadlines and other relevant data for the on-going approval of courses for inclusion in the UCC
 - c. Determine the manner in which replacements will be filled on the UCC Review Panels and how long these panels will continue to be involved in the course approval process [will invite Review Panel Chairs to Dec. meeting].
 - d. Strategy for encouraging faculty to develop courses for areas which are underrepresented (Specifically Areas 4 and 5)
 - e. Recommendation for timeline for the UCC Council to return to the traditional membership of one representative per College, Library, Adjunct Faculty and Administration
4. **Faculty Development:** Will be held on October 28, and November 18 in UC 211. Topics that might be included are standardizing the course outline format and focus on assessment of outcomes; review how to progress through the course submission process; explore new courses that connect with UCC outcomes either in the major or not; how information and skills transfer from UCC courses (such as writing) to other courses and areas; focus on developing courses in under-represented areas (4, 5) and technology-intensive; help faculty really integrate writing-intensive applications into their courses;

how to teach your major course to non-majors. Jim Hauser and Bob Rosen from CTE will assist with the faculty development.

5. **Proposal on UCC integration with the major:** Some wording was changed on the new draft. Under “Proposal” the wording will be “Students may use up to three courses in their major to fulfill UCC requirements.” Sentence three was deleted. All voted in favor of the change. Kathy Malanga will send out the new draft.
6. **Update on previous courses:** COMM 2620- the department does not want to change the title. WGS and HIST courses on Latinas/Latinos-they seemed too much alike-the departments will discuss it. ASN-East Asian Lit-at suggestion of the Dean, it was approved as Area 2C and the cross-listing was postponed for future discussion.

The results of the course reviews are as follows:

EDUC Student Teaching Music - sent back for clarifications Area 5
GEO 3200 Cultural Geography- Approved 15 Y, 1 abstention Area 6
GEO 3320 Geography of the Middle East- Approved 15Y, 1 abstention Area 6
SOC Minority Groups in America – Area 4 Approved with revisions
SOC Social Problems – Approved with minor revisions. Area 3c 11Y, 1 abstention