University Core Curriculum Council
March 23rd, 2018
12:30-2:00pm
University Commons- Room 208

Attendance: L. Orr, N. Weiner, J. Owlett, L. Verzani, J. Ekeocha, P. Kaur, D. Hack, P. vonDohlen, A. Baron, N. Zeller, J. Bone, K. Rabbit, C. Weissenborn

1. **Adopt Agenda**
   - Agenda Adopted 12:34.

2. **Approve Minutes**
   - All in favor of approving previous meeting minutes.
   - No comments, corrections or oppositions.

3. **Director's Report**- Jon Bone
   - Apologies for not following the typical council methods in reviewing courses and multiple last minute course reviews.
     o Keeps happening in order to get courses on the books and in Banner on time for spring student registration.
       ▪ Especially for the changes in state requirements for education classes.
     o Can still get courses approved at April meeting and have students register for them for upcoming Fall semester, however the main registration windows will have passed and students will have to be steered into the courses.

   - Curriculog- New course management system.
     o Performed a run through during the meeting discussing the following:
       ▪ Serves as an interface and will take over the administrative functions for managing courses.
       ▪ Allows for specified online course submissions for new courses, specific UCC attributes, modifications to courses, delete courses etc.
       ▪ My Dashboard includes calendar, and notifications of events.
       ▪ My Proposal section will give you explicit links to proposals that are in the pipeline.
       ▪ Each individual will be able to see/ have access to levels they are authorized to see so that they don't have to worry about executive side of things.
       ▪ Went through the course proposal forms and did a demonstration of a course proposal in the system.
         • Not all fields in proposal form are mandatory based on the type of course you are proposing.
         • Can select WI/TI and the same level of UCC areas in proposing courses.
         • As the course moves through the pipeline, the proposer can see comments made and the courses status.
         • Each level of approval can make comments of the course online when deciding.
         • Ie: Review Panel members can log on and view the course status, the chair of the panel will submit on the course approval

- Embedded help text describes the icons used in Curriculog.
- Potentially thinking about putting course voting online through Curriculog as papers and opinions can be circulated at that level online.
  - As for the UCC Council members, there is a preference of face to face discussion.
  - Deans level the concept of face to face vs. online voting is split, but it has to be a universal decision for one way.
- Deadlines and time limits in course review for each level of approval can be made.
- Want to build Curriculog Smartfeilds to copy information from an existing course and then update from that point.
- Comments that the organization of new course proposals should be listed as SLO and then a following justification of the SLO. Want the proposers to specify and properly address how each SLO is justified.
- Need to beta test the system with most complicated courses to see how it will work.
- The current system has a CIP code for the courses and new courses need to be assigned one of those codes.
- Copying the current courses into the system needs to be done and will hopefully be done in the next academic year.
- Members of the Council may be asked to beta test the proposal system.
- Migration of current data will potentially be addressed using a system called Acculog.

4. **Assessment Update**- Lynne Orr
   - No assessment updates.

5. **Course Approvals**
   a. PSY 1200 Evidence Based Living
      - Up for Area One approval.
      - Comment made on organizing SLOs based on labelling SLO and then stating how the SLO is addressed. This applies for all course proposal organization and it is understood that it cannot be changed at this time.
      - Course catalog description may be too long, despite registrar not having a word limit on course description.

      Vote: Approved
      Approve: 11
      Abstain: 0
      Against: 1
   b. HIST 3550- US Urban History
      - Up for Area 5 and Writing Intensive.
      - Change outline number from 3500 to 3550.
      - Course description needs to include Writing Intensive.
      - Dated 2013 because that is when revisions had been started.

      Vote: Approved for Area 5
      Approve: 12
      Abstain: 0
      Against: 0
      Vote: Approved for WI
      Approved: 12

Abstain: 0
Against: 0

c. <u>COMM 3200- Media Criticism</u>
   o Up for Writing Intensive.
   o The Area 2 language is kept in the proposal due in case it comes up for Area 2 approval. If not then the Area 2 language will be taken out and it will move forward as just Writing Intensive.
   Vote: Approved
   Approve: 11
   Abstain: 1
   Against: 0

d. <u>ENG 2170 Women in Literature</u>
   o Course was approved pending changes mentioned in February meeting. Up for official approval of those changes.
   Vote: Officially Approved

e. <u>ENG Literature of the Americas</u>
   o Course was approved pending changes mentioned in December meeting. Up for official approval of those changes.
   o Writing Intensive needs to be added to course description.
   Vote: Officially Approved

f. <u>PBHL 3800 Social, Cultural, and Behavioral Determinants of Health</u>.
   o Up for Area 4 approval; honors track.
   o Seemingly light on justification of SLOs. One statement applying to three different category SLOs.
   o Needs clarification on exactly how students will be evaluated. Currently just lists a bunch of evaluation methods, not how each method will particularly applied.
   o Doesn't address Area Four specific attributes for assessments.
   o Requirements are not expressed well.
   o Comment made that there are too many numbers.
   o May be difficult to address all the listed learning objectives and may be difficult to assess all of them. Suggested to re-state the learning objectives.
   o In course objectives, objective "Enable students to participate in community health and health equity advocacy initiatives." is not addressed enough in the course outline. Just learning about it is not enough to address this course objective. Needs something such as a required internship.
   o Would like to see some examples of how the SLOs would be addressed. Ie: tropic globalization, travel restrictions etc. Keeps the examples general so that there can be use of current events, but also provides specific examples.
   Vote: Declined
   Approved: 2
   Abstain: 1
   Against: 9

Lynne will take care of the approved courses and Jon will address the Public Health course.

6. **Next Meeting**
   - Friday April 20, 2018
   - 12:30- 2:00pm in UC 208

- Check what your term is on the council. May Chabata will be reaching out to each council member to inform you if your time is up, and if you will be returning/ remaining on the council.
- Jon asked the Senate to confirm a date for the UCC to be on the agenda, but there is no confirmed date yet.

7. **Adjournment**
   - Meeting adjourned at 1:34