

UCC Council Meeting Minutes

Friday, October 16, 2015

12:30-2:30

UC 216

J.Lincoln, M.Bovor, N. Weiner, M.Williams, K. Sundstrom, R. Baird, H. Maratouk, J. Bone, P. Macdonald, S. Feng, C. Chao, P. Griswold

Meeting called to order at 12:35pm.

1. Agenda Adopted

2. Minutes from 9/18/15 approved.

3. Director's Report

- The Directors report was skipped as it only covered points already in the agenda.

4. First-Year Students and UCC Choice

- This is a preliminary discussion as Lynne Orr, who has brought this issue to our attention, is not present.
- At a previous point, we discussed giving 1st Year students more choice with their courses. The registrar prefers the 'pre-packaged' approach.
- Lynne believes it is more important for 1st year students to have a wider choice. If we as a council want to push for more choice, we need to put a resolution through the senate.

Discussion:

- If it is a lot of extra work for the registrar then we should not. There should be an emphasis on getting students to graduate in a timely fashion.
- However, pre-packaging creates a unifying experience among the students.
- It is a lot of work regardless of the approach. Very challenging to package with the restrictions AND give students more choice.
- We are expecting that next year that students will have living and learning communities (residential experiences with themed/package courses)
- We should schedule a conversation with those involved (student success team)
- We should also include assessment in our decision.

Business not on the agenda:

A) The UCC council welcomes Shan Feng from the college of business.

B) Review panel chairs to send out emails at the appropriate times.

- Rebecca Baird:
The Area 4 panel is struggling. A couple of courses are in the queue but there are struggles between the faculty member/submitter and the review panel.
- Panel members are not willing to meet over the summer, as it is not mandated that they do so. One person resigned due to their workload and another is on sabbatical. The rest of the panel members are unwilling to coordinate effectively.
- Even as chair, Rebecca Baird cannot make a decision without a committee behind it, as per the policy of the UCC.

- Two or three replacements are needed for the committee to carry on work. This should be taken to the senate to be resolved.

5. Review WI Assessment

- We have been given the go-ahead to do one assessment a year rather than the schedule set out on the initial plan.
- Tech intensive is next.
- It was suggested that we do a tech intensive roundtable at the beginning of the spring term and a writing intensive roundtable at the end – as a follow up event & Closure to the W.I assessment.
- What format should a T.I roundtable take?

NESSE – learning with technology survey is done in alternate years.

Get info about student survey, questions may be useful.

There is a survey in early spring, with the forum hopefully in February.

We should get in touch with Kurt Wagner and coordinate.

- We have the report for the W.I assessment, will take to the senate.

Average scores were 2.5 on a 1-4 scale

6. Some Sections/All Sections Issue

We will be readdressing this later on. We want a preparatory conversation.

Discussion:

- The some/all designation can be too complex for students.
- There is a course coming through that exists as 'all sections' but wants to change it to 'some sections' due to the winter session. The faculty teaching the course feels that the winter session is not appropriate for W.I as it is too short and the course is conducted online.
- **Discussion:**
 - If that course cannot be offered in the prescribed format in the winter semester, it should not be offered then.
 - We should think if we need exceptions for online/winter sessions.
 - Would it be a matter of informing the registrar if that iteration of the course being/not being T.I?
 - Need to make sure students know that a normally W.I course is not being offered as W.I
 - There are already mistakes. A student signed up for a W.I course, but it was not – even though the website list said it was. The list on the website is live and should have indicated the nature of the course. This happens with the some/all T.I courses too.
 - Students recommend courses to each other under the premise of courses being the usual designations.
 - There was no official vote on the some/all designation.
 - There has never been a mechanism for de-listing an attribute. Need to consider a formal mechanism for allowing people to opt out.
 - Can we use the 4th field of the course number e.g 1050, 1051?
 - Could ring-fence 9, 8 & 7 for 4th digit as W.I, non W.I, T.I, etc.
 - Problem with re-takes, E.G would have to find another 1051 instead of 1050, which would be run less often.
 - We could visually warn students clearly that a course is NOT W.I.
- How quickly can we approve this winter course as non-W.I?
The associate dean is away, after Oct 20th she can sign off it.

- What are the objections?
- it is a matter of some faculty wanting to /not wanting to teach W.I. e.g Adjunct faculty vs other faculty
- Need to consult with registrar and people who want 'some W.I.'
- Jonathan Lincoln will set a meeting with the registrar & CC Maggie Williams on the emails.

7. Civic Engagement Roundtable.

The Community and Civic engagement roundtable is officially postponed. As of now, November 19th is the possible new date.

The political science department have set up a roundtable on Syria & Refugees.

Nov 11, Us & Them, explains difference – immigration issues.

8. Course Approvals:

Note: the two courses were listed as expression on the agenda but are T.I.

- **ECSP – Adaptive & Assistive Tech – T.I**
There are concerns that the course does not meet all the T.I standards. It is heavy on the first two, but seems to be missing 3 & 4. There needs to be more coverage of assistive technology and legal issues
-The outline of the course under evaluations includes legal issues and ethics. It is broad, but the T.I panel passed it and were satisfied.
Approved: 11 | Against: 1 | Abstained: 1
- **MKT 3320 E-Marketing – T.I**
The document should be edited to read more like a generic outline. It is too much like a syllabus at the moment. Course outline needs to be edited to reflect it is a tech intensive course.
Approved with comments:
Approved: 12 | Against: 0 | Abstained: 1.

9. "Fast Track" Course – New Orleans Before and After Katrina, ENG 399

- This is a special topic course, acting as a pilot for the fast track approval process.
- Students will be spending spring break in New Orleans, allowing engagement/reflection. The course would be approved for area 5: community and civic engagement.
- This is timely because it is the 10-year anniversary of hurricane Katrina, hence the 399/special topics designation.
- It would take too long to approve for area 5 through the normal process. It needs to be fast tracked to be put on in the spring, and needs to be approved before the drop-in advisement on the 29th Oct.
- The course would not be put through the system as area 5, but putting a list of the students who completed the course forward to the registrar for approval as a substitution course.
- We could send it to the review panel and tell them they have a week to process it
- The UCC Council could then approve the course via email after the review panel has approved it.

The course proposal should be sent to Kara Rabbitt's email for the review panel.

Write up an introduction – outline is not immediately clear that this is a semester long course.

Motion to send the pilot to the area 5 review panel, with the proviso that if we do not get it back by the 21st, the council will act in their stead.

All in favor: 9

10. Fall Meetings Fridays: 11/13 Library 213, 12/04 UC 171 A/B, 12:30-2:30 PM

11. Meeting adjourned at 2:05