Minutes of the meeting of April 11, 2014
67 Bascom Hall

Present: Brighouse, Brown (departed at 1:10), Green, Marker, Murphy, Rahko, Taylor, Wilkerson

Absent: Bohnhoff, Ingham, Miller, Seidenberg

1. The meeting began at: 12:32 pm
2. The minutes of the March 14, 2014 meeting were approved.
3. Motion by Marker, second by Brown to approve all course proposals. Votes are recorded following each agenda item.

Summary of actions:
   • All course proposals were approved.

J. Taylor opened the meeting with a few announcements about future meetings and committee membership for next year. She will ask the committee members via email if there is a reason why they cannot continue on the committee next year (sabbatical, other commitments etc). One member of the current committee from each of the four divisions will have their term expire this year. Knowing who cannot continue will help the Committee on Committees determine whose term should expire.

There is one scheduled meeting left for the current academic year, it would be helpful to add a second May meeting to address policy matters. Committee members expressed interest in scheduling such a meeting. A Doodle poll will be used to collect available times. The committee also discussed having additional meetings next year so that the committee can address policy issues as well as reviewing course proposals. It was suggested that the process of reviewing courses could be speeded up by not discussing courses where there is no problem with the proposal.

Course Proposals for Review – Old Business

1. Envir St - Gaylord Nelson Inst 602  Sustainability in Practice: Capstone  (Brown)
   Type of Proposal: New Course
   Previous Action: Deferred – Need to provide information/justification for why the course has almost 6 contact hours per week but is worth 3 credits. The contact hours far exceed the minimums and standards in the credit hour policy.
   Update: This course will be worth 3 credits total. The course has two 115-minute lectures each week (3450 minutes total) exceeding the standard lecture hours (2250 minutes total) for a 3-credit course. However, the lectures will involve student participation and some lectures will be used for interactive group-based activities similar to a discussion course component which allows up to 4500 minutes total for 3 credits, per UW-Madison's credit policy. The additional 115-minute weekly discussion section is for students to work on their group projects in teams, not for instruction.
Action: Unanimously approved

2. Geography 439  US Environmental Policy and Regulation  (Ingham)
Type of Proposal: New Course
Previous Action: Deferred – The syllabus does not clearly spell out the differences between the 3 and 4 credit versions of the course. What additional material will be covered in the 4 credit version? The committee noted a few minor adjustments to the syllabus that would be helpful but are not required. Including: 1) Syllabus, even if a draft, should accurately reflect class meeting times/days of the week. This should conform to credit-hour standards. 2) On Page 2 of the syllabus "Each weekly assignment will be worth 2% of your grade - since there will be 12 assignments, you can miss two of them and still get full credit for this portion of your grade. Extra credit will not be given for handing in more than 10 of these assignments." What I would like to see: "Each weekly assignment will be worth 2% of your grade - since there will be 12 assignments, you can drop your lowest two grades and still get full credit for this portion of your grade. Extra credit will not be given for handing in more than 10 of these assignments."
Update: A new syllabus has been uploaded addressing the committee’s concerns.
Action: Unanimously approved

Course Proposals for Review – New Business

3. African Languages & Literature 670  Theories and Methods of Learning a Less Commonly Taught Language  (Brighouse)
Type of Proposal: New Course
Action: Unanimously approved

4. African Languages & Literature 697  Directed Study of a Less Commonly Taught Language  (Brighouse)
Type of Proposal: New Course
Action: Unanimously approved

5. Art History 697  Undergraduate Curatorial Studies Internship  (Miller)
Type of Proposal: New Course
Action: Unanimously approved

6. Art History 797  Curatorial Studies Internship  (Miller)
Type of Proposal: New Course
Action: Unanimously approved

7. Cell and Regenerative Biology 990  Research and Thesis  (Marker)
Type of Proposal: New Course
Action: Unanimously approved

8. Emergency Medicine 960  Emergency Medicine Elective - Basic  (Marker)
Type of Proposal: New Course
Action: Unanimously approved
   Type of Proposal: New Course
   Action: Unanimously approved

10. History 249  Sport, Recreation, & Society in the United States  (Brown)
    Type of Proposal: New Course
    Action: Unanimously approved

11. Horticulture 234  Ornamental Plants  (Brown)
    Type of Proposal: New Course
    Action: Unanimously approved

12. Kinesiology 115  Physiology of Human Performance  (Murphy)
    Type of Proposal: New Course
    Action: Unanimously approved

13. Kinesiology 516  Physical Activity for Diverse Abilities  (Murphy)
    Type of Proposal: New Course
    Action: Unanimously approved

14. Mechanical Engineering 420  Introduction to Polymer Composites Processing  (Green)
    Type of Proposal: New Course
    Action: Unanimously approved

15. Nursing 819  Clinical Field Practicum - Research in Health Care Settings  (Bohnhoff)
    Type of Proposal: New Course
    Action: Unanimously approved

16. Nursing 847  Health Policy Practicum  (Bohnhoff)
    Type of Proposal: New Course
    Action: Unanimously approved

17. Obstetrics and Gynocology 932  Benign Gynocology & Urogynocology Elective  (Wilkerson)
    Type of Proposal: New Course
    Action: Unanimously approved

18. Obstetrics and Gynocology 933  Benign Gynocology Elective  (Wilkerson)
    Type of Proposal: New Course
    Action: Unanimously approved

19. Pharmacy Practice 554  Integrated Pharmacotherapy Skills II  (Taylor)
    Type of Proposal: New Course
    Action: Unanimously approved
20. Pharmacy Practice 654  Integrated Pharmacotherapy Skills IV  (Taylor)
   Type of Proposal: New Course
   Action: Unanimously approved

21. Political Science 200  Research Methods in Political Science  (Taylor)
   Type of Proposal: New Course
   Action: Unanimously approved

22. Rehab Psych & Special Educ 741  Computer Software and Qualitative Data Analysis  (Green)
   Type of Proposal: New Course
   Action: Unanimously approved

23. Sociology 320  Research Practicum in Sociology  (Taylor)
   Type of Proposal: New Course
   Action: Unanimously approved

24. Surgery 968  Urology for the Future Pediatrician  (Rahko)
   Type of Proposal: New Course
   Action: Unanimously approved

25. Surgery 969  Urology for the Future Primary Care Provider  (Rahko)
   Type of Proposal: New Course
   Action: Unanimously approved

26. Surgery 970  Urology for the Future Obstetrician/Gynecologist  (Rahko)
   Type of Proposal: New Course
   Action: Unanimously approved

All course proposals on the consent agenda were approved.

Course Proposals - Consent Agenda

27. Agronomy 771  Experimental Designs
   Type of Proposal: Change prerequisite

28. Agronomy 772  Applications in ANOVA
   Type of Proposal: Change prerequisite

29. Botany 305  Principles of Plant Structure
   Type of Proposal: Change title, description

30. Chemistry 311  Chemistry Across the Periodic Table
   Type of Proposal: Change description
31. Chemistry 511  Inorganic Chemistry  
   Type of Proposal: Change title, description, prerequisite

32. Chemistry 626  Genomic Science  
   Type of Proposal: Change crosslist, prerequisite

33. Collaborative Nursing Prgm 306  Narrative Analysis of Nursing Practice  
   Type of Proposal: Change title, credits, description

34. E Asian Languages & Literature 277  Kendo: Integration of Martial Arts and Liberal Arts  
   Type of Proposal: Change crosslist

35. Library & Information Studies 645  Intellectual Freedom  
   Type of Proposal: Change crosslist

36. Medicine 935  Medical Oncology-Marshfield  
   Type of Proposal: Change title

37. Pharmacy Practice 556  Pharmacotherapy II  
   Type of Proposal: Change credits

38. Pharmacy Practice 656  Pharmacotherapy IV  
   Type of Proposal: Change credits, description

39. Philosophy 432  History of Modern Philosophy  
   Type of Proposal: Change description, prerequisite

40. Political Science 201  Special Topics in Political Science  
   Type of Proposal: Change repeatability

41. Social & Administrative Pharm 411  Psychosocial and Management Aspects of Pharmacy  
   Type of Proposal: Change title, description

42. Social & Administrative Pharm 414  Pharmacy in the Health Care System  
   Type of Proposal: Change title, description

43. Social & Administrative Pharm 711  Evaluation of Pharmaceutical Services, Programs, and Policies  
   Type of Proposal: Change title, prerequisite

44. Social & Administrative Pharm 911  Research Seminar in Social & Administrative Pharmacy  
   Type of Proposal: Change prerequisite, description

45. Sociology 120  Marriage and Family  
   Type of Proposal: Change description, prerequisite
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Type of Proposal</th>
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<tbody>
<tr>
<td>46.</td>
<td>Sociology 125 American Society: How It Really Works</td>
<td>Change prerequisite</td>
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<td>47.</td>
<td>Sociology 130 Social Problems</td>
<td>Change prerequisite</td>
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<td>49.</td>
<td>Sociology 138 The Sociology of Gender</td>
<td>Change prerequisite</td>
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<td>50.</td>
<td>Sociology 140 Introduction to Community and Environmental Sociology</td>
<td>Change description, prerequisite</td>
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<tr>
<td>51.</td>
<td>Sociology 160 Human Sexuality: Social and Psychological Issues</td>
<td>Change description, prerequisite</td>
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<td>52.</td>
<td>Sociology 170 Population Problems</td>
<td>Change prerequisite</td>
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<td>53.</td>
<td>Sociology 181 Honors Introductory Seminar-The Sociological Enterprise</td>
<td>Change description, prerequisite</td>
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<td>54.</td>
<td>Sociology 200 Introduction to Lesbian, Gay, Bisexual, and Transgendered Studies</td>
<td>Change title, description, prerequisites</td>
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<td>55.</td>
<td>Sociology 210 Survey of Sociology</td>
<td>Change description, prerequisite</td>
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<tr>
<td>56.</td>
<td>Sociology 211 The Sociological Enterprise</td>
<td>Change description, prerequisite</td>
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<td>57.</td>
<td>Sociology 220 Ethnic Movements in the United States</td>
<td>Change prerequisite</td>
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<tr>
<td>58.</td>
<td>Sociology 225 Contemporary Chinese Society</td>
<td>Change description, prerequisite</td>
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<td>59.</td>
<td>Sociology 250 Organizations and Society</td>
<td>Change prerequisite</td>
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<tr>
<td>60.</td>
<td>Sociology 357 Methods of Sociological Inquiry</td>
<td>Change description, prerequisite</td>
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</tbody>
</table>
61. Sociology 358  Design and Analysis of Social Research  
   Type of Proposal: Change description, prerequisite

62. Sociology 359  Statistical Analysis of Social Research  
   Type of Proposal: Change prerequisite

63. Sociology 360  Statistics for Sociologists I  
   Type of Proposal: Change description, prerequisite

64. Sociology 361  Statistics for Sociologists II  
   Type of Proposal: Change description, prerequisite

65. Sociology 362  Statistics for Sociologists III  
   Type of Proposal: Change description, prerequisite

66. Sociology 365  Computing in Sociological Research  
   Type of Proposal: Change title, description, prerequisite, level

67. Sociology 375  Introduction to Mathematical Sociology  
   Type of Proposal: Change description, prerequisite, level

68. Sociology 376  Mathematical Models of social Systems  
   Type of Proposal: Change prerequisite

69. Sociology 380  Contemporary Population Problems for Honors  
   Type of Proposal: Change description, prerequisite

70. Sociology 415  The Legal Profession  
   Type of Proposal: Change prerequisite, level

71. Sociology 421  Processes of Deviant Behavior  
   Type of Proposal: Change description, prerequisite

72. Sociology 422  Social Issues in Aging  
   Type of Proposal: Change prerequisites, level

73. Sociology 431  Intermediate Criminal Justice in America  
   Type of Proposal: Change prerequisites, level

74. Sociology 441  Criminology  
   Type of Proposal: Change description, prerequisite

75. Sociology 445  Corrections and the Control of Crime  
   Type of Proposal: Change prerequisite
76. Sociology 446 Juvenile Delinquency  
   Type of Proposal: Change prerequisite

77. Sociology 475 Classical Sociological Theory  
   Type of Proposal: Change description, prerequisite

78. Sociology 476 Contemporary Sociological Theory  
   Type of Proposal: Change description, prerequisite

79. Sociology 477 Feminism and Sociological Theory  
   Type of Proposal: Change prerequisite

80. Sociology 478 Topics in Sociological Theory  
   Type of Proposal: Change prerequisite

81. Sociology 497 Study Abroad in Sociology  
   Type of Proposal: Change prerequisite, level

82. Sociology 531 Sociology of Medicine  
   Type of Proposal: Change prerequisite

83. Sociology 535 Talk and Social Interaction  
   Type of Proposal: Change prerequisite

84. Sociology 536 Public Opinion  
   Type of Proposal: Change prerequisite

85. Sociology 537 Social Behavior Dynamics  
   Type of Proposal: Change prerequisite

86. Sociology 538 Small Groups  
   Type of Proposal: Change prerequisite

87. Sociology 539 Personality and Social Structure  
   Type of Proposal: Change prerequisite

88. Sociology 540 Sociology of International Development, Environment, and Sustainability  
   Type of Proposal: Change prerequisite

89. Sociology 543 Collective Behavior  
   Type of Proposal: Change description, prerequisite

90. Sociology 545 Ethnomethodology  
   Type of Proposal: Change prerequisite
91. Sociology 573  Community Organizations and Change  
   Type of Proposal: Change prerequisite

92. Sociology 575  Sociological Perspectives on the Life Course and Aging  
   Type of Proposal: Change prerequisite

93. Sociology 601  Sociology of Work, Family, and Gender  
   Type of Proposal: Change prerequisite

94. Sociology 610  Knowledge and Society  
   Type of Proposal: Change description, prerequisite

95. Sociology 611  Gender, Science and Technology  
   Type of Proposal: Change description, prerequisite

96. Sociology 612  Agriculture, Technology, and Society  
   Type of Proposal: Change description, prerequisite

97. Sociology 614  Social Structures of Muslim Societies  
   Type of Proposal: Change prerequisite

98. Sociology 615  Sociology of Religion  
   Type of Proposal: Change prerequisite

99. Sociology 616  Sociology of Culture  
   Type of Proposal: Change level, prerequisite

100. Sociology 620  Comparative Racial Inequality  
    Type of Proposal: Change prerequisite

101. Sociology 621  Class, State and Ideology: An Introduction to Marxist Social Science  
    Type of Proposal: Change prerequisite

102. Sociology 622  Advanced Topics in Critical Sociology  
    Type of Proposal: Change prerequisite

103. Sociology 623  Gender, Society, and Politics  
    Type of Proposal: Change prerequisite

104. Sociology 624  Political Sociology  
    Type of Proposal: Change prerequisite

105. Sociology 625  Social Change  
    Type of Proposal: Change prerequisite
106. Sociology 626  Social Movements
    Type of Proposal: Change prerequisite

107. Sociology 632  Sociology of Organizations
    Type of Proposal: Change description, prerequisite

108. Sociology 633  Social Stratification
    Type of Proposal: Change description, prerequisite

109. Sociology 634  Social Structure of India
    Type of Proposal: Change prerequisite

110. Sociology 637  Sociology of Science
    Type of Proposal: Change prerequisite

111. Sociology 639  American Indians in Contemporary Society
    Type of Proposal: Change level, prerequisite

112. Sociology 640  Sociology of the Family
    Type of Proposal: Change description, prerequisite
113. Sociology 641  Sociology of Law
    Type of Proposal: Change prerequisite

114. Sociology 642  Social Control
    Type of Proposal: Change prerequisite

115. Sociology 646  Race and Ethnic Relations
    Type of Proposal: Change prerequisite

116. Sociology 647  Sociology of Sport
    Type of Proposal: Change prerequisite

117. Sociology 648  Sociology of Education
    Type of Proposal: Change prerequisite

118. Sociology 649  Sociology of Work and Employment
    Type of Proposal: Change prerequisite

119. Sociology 650  Sociology of Agriculture
    Type of Proposal: Change level, prerequisite

120. Sociology 652  Sociology of Economic Institutions
    Type of Proposal: Change prerequisite

121. Sociology 655  Microfoundations of Economic Sociology
    Type of Proposal: Change prerequisite
122. Sociology 666  Rural Population Trends and Problems  
   Type of Proposal: Change prerequisite

123. Sociology 670  Capitalism, Socialism, and Democracy in America Since 1890  
   Type of Proposal: Change prerequisite

124. Sociology 674  Elementary Demographic Techniques  
   Type of Proposal: Change title, prerequisite

125. Sociology 676  Applied Demography: Planning and Policy  
   Type of Proposal: Change prerequisite

126. Sociology 678  Sociology of Persecution  
   Type of Proposal: Change prerequisite

127. Sociology 681  Senior Honors Thesis  
   Type of Proposal: Change prerequisite

128. Sociology 682  Senior Honors Thesis  
   Type of Proposal: Change prerequisite

129. Sociology 691  Senior Thesis  
   Type of Proposal: Change prerequisite

130. Sociology 692  Senior Thesis  
   Type of Proposal: Change prerequisite

131. Sociology 693  Practicum in Analysis and Research  
   Type of Proposal: Change prerequisite

132. Sociology 694  Criminal Justice Field Observation  
   Type of Proposal: Change credits, prerequisite

133. Sociology 698  Directed Study  
   Type of Proposal: Change prerequisite

134. Sociology 699  Directed Study  
   Type of Proposal: Change prerequisite

135. Sociology 756  Advanced Demographic Methods  
   Type of Proposal: Change title

136. Statistics 411  An Introduction to Sample Survey Theory and Methods  
   Type of Proposal: Change prerequisite
137. Statistics 471  Introduction to Computational Statistics  
   Type of Proposal: Change description, prerequisite

138. Horticulture 232  Herbaceous Ornamental Plants I  
   Type of Proposal: Discontinuation

139. Horticulture 233  Herbaceous Ornamental Plants II  
   Type of Proposal: Discontinuation

140. Social & Administrative Pharm 912  Research Seminar in Social & Administrative Pharmacy  
   Type of Proposal: Discontinuation

141. Sociology 613  Social Ecology of the Amazon Basin  
   Type of Proposal: Discontinuation

142. Sociology 627  Comparative Social Structure in Africa  
   Type of Proposal: Discontinuation

143. Sociology 636  Comparative Urban Institutions  
   Type of Proposal: Discontinuation

**General Business**

A. Graduate Course Attribute
   1. Proposed policy for a graduate course attribute.
   2. Process for approving courses already in existence that request the attribute

The proposed policy for creating a graduate course attribute was unanimously approved as presented at the April 11, 2014 University Curriculum Committee with one addition. The policy should include a definition of “graduate student” that specifies that this population includes all post-baccalaureate degree seeking students.

The ability to request the graduate course attribute will be included in the online course proposal process in the future. The committee also discussed a process for approving courses already in existence that should have the attribute. The committee unanimously approved a process that would use lists of existing courses that are numbered 300 – 600. Graduate program directors indicate on the lists which courses their program uses as graduate level courses, the list would then go to the subject owner who would approve that the courses selected are designed for graduate students or have separate assessment for graduate students. The school/college curriculum committee would review and approve followed by the University Curriculum Committee. This method of approval by list would mean that a separate course change proposal would not be generated for each course and in general a course syllabus would not be provided. However when this process is communicated and implemented it will be made clear that a school/college curriculum committee or the UCC could request a syllabus for any individual course if they deem that additional information is needed before approval can be given. The committee approved this process unanimously.
B. Discussion – Review KnowledgeBase documents related to course proposals
   1. Grading Systems
   2. Variable Credit Courses
   3. Credits
   4. Syllabus
   5. Crosslisting
   6. Selecting a Course Number
   7. Prerequisites
   8. Course Description
   9. Topics Courses
  10. Qualified Instructor

The committee held a brief discussion about the Knowledge Base documents. None of the committee members had the time to review all of the documents and comment on them on the Google Groups discussion board. Most of the discussion focused on the entry for credits which specifies the types of course components available, their descriptions and the standard amount of time that is associated with each based on the federal definition of a credit hour. A representative list of the comments is included here.

The biggest problem is that definition of lecture is very out dated. The distinction between lecture and discussion is confusing and doesn’t necessarily fit what is being done in reality. H. Brighouse has come up with new language for what a lecture course component is, "An instructional method (setting?) in which there are too many students for sustained (prolonged?) discussion of the whole group to be both inclusive and fruitful. A qualified instructor may present some data and/or facilitate discussion and/or problem solving in smaller groups [and, usually shorter, discussions of the whole group]. One credit is awarded for approximately 15 hours* (750 minutes) of lecture.”

Often the distinction between a lecture and discussion is whether it is led by a faculty member vs. TA.

How does the credit hour definition come into play? What is important about defining these different components.

Definition should be useful for student is unfamiliar with the structure of the course to know what they are getting. There is a difference between lecture, lab, discussion etc.

Some learning experiences are more intense and efficient. The amount of content absorbed differs. Learning techniques, procedures etc that take time to complete.

Discussion doesn’t specify that it is supplemental.

Could a discussion meet for 2 hours and get 1 credit? Yes.

There are disciplinary differences in what constitutes a discussion.
Could the lecture and seminar be lumped together as instructor led.

Seminar – advanced students? FIGS are for freshman and are seminars.

Laboratory description? Could an alternative to creating a new component be changing the descry to be laboratory/studio. Could include the concepts for studio could be included. Dennis Miller consulted some of his colleagues about creating a studio component but it did not get a lot of buy in.

Field study – might be less intense than a lab or lecture. Supervised by qualified instructor, this may be a preceptor who is approved and trained in techniques of evaluation.

Independent study – language should be in line with the policy passed last year.

Committee members were asked to review all of the Knowledge Base documents and provide feedback and comments either on the discussion board or to Michelle Young prior to the May meetings.

Adjourn

The meeting adjourned at 2:04 pm
Minutes submitted by Michelle Young, APIR