Minutes of the meeting of May 23, 2014 from 12:00 pm to 2:00 p.m.
67 Bascom Hall

Present: Brighouse, Green, Ingham, Marker, Miller, Murphy, Rahko, Taylor, Wilkerson

Absent: Bohnhoff, Brown, Seidenberg

1. The meeting began at: 12:00 pm
2. The minutes of the May 9, 2014 meeting were approved.
3. Motion by Miller, second by Marker to approve all course proposals. Votes are recorded following each agenda item.

Summary of actions:
- Proposals 1,2,4-69 were approved
- Proposal 3 was conditionally approved

Discussion Items

Committee practices
- Outline of responsibilities of committee members
  a. The committee decided that as the standard procedure for selecting the vice chair would include making the selection in May. For next year only, as the process from moving from 4 divisional committees to a single curriculum committee, the vice chair for 2014-2015 will be selected in December 2014 and the vice chair for 2014-2015 will be selected in May 2015.
  b. The meeting time for future committee meetings was set for the 2nd and 4th Fridays from 9:30 – 11:30 am.
- Course review
  o Reviewing course change proposals
  o Administrative approval
  o Reviewer presentation at meetings
  o Submission of multiple course proposals by a subject owner

A draft policy document was provided to the committee. Committee members made suggested revisions. Updates will be made and all policies will be introduced at the September meeting for approval.

KB documents
- Grading Systems - approved as written
- Variable Credit Courses - topic needs further discussion. It is recommended that the page include more information about what information is necessary if a course is going to be offered for variable credits.
• Credits
  a. The committee will have a number of complex issues to discuss next year related to the determination of credit hours for courses. The discussion at this meeting revolved around the use of course component types, how they are defined and the number of hours that equal a credit for each.
  b. There is agreement that the term "lecture" is not adequately defined on this KnowledgeBase document and that there is significant differences in how its meaning is interpreted in various parts of the campus. Lecture doesn’t mean someone talking for 50 minutes and the signal we give with the word lecture is misleading. It is possible that lecture and seminar could be combined into one component type, perhaps labeled instruction and defined as something that includes several different modalities of instruction and is taught by faculty or the equivalent.
  c. There are different practices around campus for how discussion sessions are used, some review of problem sets while in other disciplines there is in depth discussion of materials. Should the same amount of credits be awarded for the different activities that require very different levels of engagement?
  d. How to deal with things that are purely online or include online course work?
  e. The page will be edited to reemphasize what the out of class time requirements are as this time is also part of the federal credit hour definition.
  f. Further discussion on this topic is needed and will include guidelines for internships, Service learning, Clinical rotations etc.

• Syllabus
  a. The third bullet point should be titled “Course Calendar” followed by the descriptive language that is already there.
  b. The committee recommended including more information about requirements for variable credit courses (need to explain the way credits will be assigned, how content will change, what the basis for evaluation will be for each credit offering etc.)
  c. Under “how students will be evaluated”, delete For example, A=93-100%, AB=88-92%, B=83-87%, BC=78-82%, C=70-77%, D=60-69%, F=0-59%. Or, if the course will be graded on a curve, describe the standards upon which the curve will be set.
  d. The syllabus must include some entry about class meeting time – some indication time spent.
  e. All elements included on the KB page for the syllabus must be included in each sample syllabus submitted with a course proposal. These include:
    • Proposed course number (not an existing temporary number)
    • Proposed course title
    • An indication of the time devoted to individual topics together with the hours of instructor-student instruction and/or discussion
    • Learning outcomes
    • Text(s) or reference(s) to be used
    • Representative list of readings
    • How students will be evaluated:

The rest of the discussion agenda was tabled due to lack of time.

• Crosslisting
• Selecting a Course Number
University Curriculum Committee

- Prerequisites
- Course Description
- Topics Courses
- Qualified Instructor

Potential agenda items for 2014-2015
- Invite Mark Johnson, Director of Educational Innovation to meeting
- Credits – federal guideline
  - Credits not based on seat time
  - Distance courses
  - Internships and other non-classroom based courses
  - Zero credit courses
- Qualified instructor
- Have a presentation about how the Schedule of Classes works.
- Dept. responsibility for course drift.

Course Proposals for Review – New Business

1. Art History 603 Curatorial Studies Colloquium (Miller)
   Type of Proposal: New course
   Action: Unanimously approved

2. Art History 703 Curatorial Studies Colloquium (Miller)
   Type of Proposal: New course
   Action: Unanimously approved

3. Atmospheric & Oceanic Sciences 615 Laboratory in Rotating Fluid Dynamics (Rahko)
   Type of Proposal: New course
   Action: Conditionally approved - better define grading

4. Computer Sciences 301 Introduction to Data Programming (Rahko)
   Type of Proposal: New course
   Action: Unanimously approved

5. Curriculum and Instruction 635 Epistemology of Mathematics for Teachers (Marker)
   Type of Proposal: New course
   Action: Unanimously approved – A note will be added suggesting that if they intend to take breaks during the meeting session, they should add additional meeting time.

6. Curriculum and Instruction 729 Classroom Management for Secondary Educators (Green)
   Type of Proposal: New course
   Action: Unanimously approved

   Type of Proposal: New course
   Action: Unanimously approved
8. Educational Policy Studies 721 Global Service Learning and Reflection (Wilkerson)
   Type of Proposal: New course
   Action: Unanimously approved

9. English 142 Mystery and Crime Fiction (Ingham)
   Type of Proposal: New course
   Action: Unanimously approved

10. English 143 The Graphic Novel (Brown)
    Type of Proposal: New course
    Action: Unanimously approved

11. English 145 American Dreamers (Taylor)
    Type of Proposal: New course
    Action: Unanimously approved

12. Gender And Womens Studies 467 Women and Politics in Popular Culture and Folklore (Murphy)
    Type of Proposal: New course
    Action: Unanimously approved

All course proposals on the consent agenda were approved.

Course Proposals - Consent Agenda

13. Art History 307 Early Chinese Art: From Antiquity to the Tenth Century
    Type of Proposal: Change prerequisite, level

14. Art History 308 Later Chinese Art: From the Tenth Century to the Present
    Type of Proposal: Change prerequisite, level

15. Civil and Environmental Engr 733 Physicochemical Basis of Soil Behavior
    Type of Proposal: Change crosslisting

16. Classics 320 The Civilization of Ancient Greece
    Type of Proposal: Change title

17. Classics 322 The Civilization of Ancient Rome
    Type of Proposal: Change title

18. Communication Sci. & Disorders 702 Introduction to Graduate Study
    Type of Proposal: Change title, description

19. Curriculum and Instruction 337 Practicum in Teaching Music
    Type of Proposal: Change crosslist, description, prerequisite
20. Curriculum & Instruction 630  Workshop in School Program Development
   Type of Proposal: Change title, credits

   Type of Proposal: Change prerequisite

22. Economics 364  Survey of International Economics
   Type of Proposal: Change description
23. Economics 448  Human Resources and Economic Growth
   Type of Proposal: Change prerequisite

24. Educational Psychology 948  Seminar in School Psychology
   Type of Proposal: Change title, credits, description

25. English 167  Introduction to British and American Literature before 1914
   Type of Proposal: Change title, repeatability, credits, description

26. English 172  Introduction to the Literature of Native America
   Type of Proposal: Change title

27. English 226  Introduction to Shakespeare
   Type of Proposal: Change subject, number

28. Gender And Womens Studies 640  Capstone Seminar in Gender and Women's Studies
   Type of Proposal: Change description, prerequisite

29. History 160  Asian American History: Movement and Dislocation
   Type of Proposal: Change credits

30. History 161  Asian American History: Settlement and National Belonging
   Type of Proposal: Change credits

31. History 221  Explorations in American History (H)
   Type of Proposal: Change credits

32. History 223  Explorations in European History (H)
   Type of Proposal: Change credits

33. History 225  Explorations in Third World History (H)
   Type of Proposal: Change credits

34. History 410  History of Germany, 1871 to the Present
   Type of Proposal: Change credits

35. History 426  The History of Punishment
Type of Proposal: Change credits

36. History 470  Religious Thought in Modern Europe
   Type of Proposal: Change credits

37. History 513  European Cultural History 1815-1870
   Type of Proposal: Change credits

38. History 514  European Cultural History Since 1870
   Type of Proposal: Change credits

39. Human Devel & Family Studies 517  Couple Relationships
   Type of Proposal: Change description, prerequisites

40. Library & Information Studies 652  Document Structures and Metadata
   Type of Proposal: Change title, description

41. Library & Information Studies 853  Metadata Standards and Applications
   Type of Proposal: Change description

42. Medical Microbiol & Immunology 554  Emerging Infectious Diseases and Bioterrorism
   Type of Proposal: Change prerequisite

43. Medical Microbiol & Immunology 603  Clinical and Public Health Microbiology
   Type of Proposal: Change prerequisite

44. Medicine 916  Palliative Care (CSC)
   Type of Proposal: Change title

45. Medicine 933  Geriatric Subinternship-CSC/VAH
   Type of Proposal: Change title, prerequisite

46. Medicine 943  Cardiology Consultation Service-CSC
   Type of Proposal: Change title

47. Medicine 962  Endocrinology Clerkship-CSC
   Type of Proposal: Change title, prerequisite

48. Medicine 971  Infectious Disease Clerkship-CSC
   Type of Proposal: Change title

49. Medicine 976  Clinical Nephrology Clerkship-CSC/VAH
   Type of Proposal: Change title

50. Medicine 981  Pulmonary Disease Clerkship-CSC
Type of Proposal: Change title

51. Nursing 804 Advanced Research Design and Methods II
   Type of Proposal: Change title, description

52. Nursing 817 Research in Communities, Populations, and Systems
   Type of Proposal: Change description

53. Nursing 818 Patient-Centered Research
   Type of Proposal: Change description

54. Political Science 338 The European Union: Politics and Political Economy
   Type of Proposal: Change prerequisite

55. Population Health Sciences 644 Interdisciplinary Perspectives on Global Health and Disease
   Type of Proposal: Change credits

56. Sociology 530 Introduction to Social Psychology
   Type of Proposal: Change prerequisite, description, level

57. Sociology 578 Poverty and Place
   Type of Proposal: Change prerequisite

58. Sociology 617 Community Development
   Type of Proposal: Change prerequisite

59. Sociology 643 Sociology or Occupations and Professions
   Type of Proposal: Change description, prerequisite

60. Sociology 645 Modern American Communities
   Type of Proposal: Change description, prerequisite

61. Sociology 677 Urbanism and Urbanization
   Type of Proposal: Change prerequisite

62. Surgical Sciences 548 Diseases of Wildlife
   Type of Proposal: Change description

63. Surgical Sciences 631 Large Animal Surgery: Orthopedic and Soft Tissue
   Type of Proposal: Change credits

64. Classics 564 Topics in Greek Literature
   Type of Proposal: Discontinuation

65. Classics 566 Topics in Latin Literature
Type of Proposal: Discontinuation

66. Curriculum and Instruction 333  Teaching General Music in the Elementary School
   Type of Proposal: Discontinuation

67. Curriculum and Instruction 334  Teaching General Music in the Secondary School
   Type of Proposal: Discontinuation

68. Curriculum and Instruction 335  Teaching Instrumental Music in the Elementary School
   Type of Proposal: Discontinuation

69. Curriculum and Instruction 336  Teaching Instrumental Music in the Secondary School
   Type of Proposal: Discontinuation

Adjourn