University Curriculum Committee
Minutes
September 12, 2014

Members Present: Brighouse, Brown, Fadl, Green, Howard, Ingham, Marker, Murphy, Smith, Taylor, Wilkerson

Absent: None

The meeting began at: 9:30 am

Summary of actions:
- Proposals 1, 2, 4, 6-11, 13, 16-19, 21-28 were approved
- Proposal 3, 5, 15 were conditionally approved
- Proposals 12, 14, 20 were deferred

I. Welcome and Introductions
J. Taylor called the meeting to order, welcomed everyone and thanked them for their service. Members went around the room and introduced themselves.

II. Consent item – Minutes of the May 23, 2014 meeting
Approved unanimously

III. Discuss procedures of the committee and review document
This item was tabled until the next meeting.

IV. Course proposal review
Motion by Murphy, second by Marker to approve all course proposals. Votes are recorded following each agenda item.

A. Review Agenda

1. New course proposals

1. Ed Leadership & Policy Analysis 780 Teacher Leadership and Learning Communities
Reviewer: Green
Action: Unanimously approved

2. Environmental Studies 978 Environmental Conservation Tools Modules
Reviewer: Green
Action: Unanimously approved

3. Botany 820  Foundations of Evolution
Reviewer: Brown
Action: Conditionally approved – The syllabus does not include a complete A-F grading scale (stops at the grade BC) The course is approved pending a complete grading scale.

4. Curriculum and Instruction 507  Inclusive Education in Secondary Schools
Reviewer: Wilkerson
Action: Unanimously approved

5. Curriculum and Instruction 536  Teaching Diverse Youth in Secondary School
Reviewer: Wilkerson
Action: Conditionally approved – There is a typo in the Justifications section that refers to the course as one credit. Additionally, M. Young will verify with the department the relationship of this course to CURRIC 537, if the course is substantively similar the prerequisite should probably include a requirement that a student not be given credit for both courses.

6. Emergency Medicine 959  Emergency Medicine Regional Site
Reviewer: Marker
Action: Unanimously approved

7. English 178  Digital Media, Literature and Culture
Reviewer: Brighouse
Action: Unanimously approved

8. Gender and Womens Studies 100  Open House Gender Learning Community Seminar
Reviewer: Brighouse
Action: Unanimously approved

9. Interdis Courses (L&S) 210  L&S 2nd Year Career Development: Taking Initiative
Reviewer: Taylor
Action: Unanimously approved

10. Kinesiology 147  Tai Chi Ch'uan
Reviewer: Brown
Action: Unanimously approved

11. Mathematics 531  Probability Theory
Reviewer: Murphy
Action: Unanimously approved

12. Medical History and Bioethics 286  Honors Seminar: Studies in Medical History
Reviewer: Murphy
Action: Deferred - The student/instructor contact hours are not sufficient for a 3 credit course. The committee would be fine with required contact with the instructor during office hours, individual meetings etc. to discuss the research project. The committee felt that a 200 level course needs more structure.
13. Population Health Sciences 917  Public Health Field Experience for 4th Year Medical Students  
Reviewer: Marker  
**Action: Unanimously approved**

14. Zoology 525  Tropical Herpetology  
Reviewer: Ingham  
**Action: Defer – The course syllabus has no grading scale to indicate what must be done to achieve an A. The sample syllabus is missing a grading scale, sample reading list. While the literature may change over time, it is necessary to include a sample of what the syllabus might look like in a given semester.**

20. Curriculum and Instruction 674  Advanced ESL Methods  
Changes: credits, description  
This proposal was moved from the consent agenda and was discussed by the committee. It was decided that the proposer needs to provide more information about how the 4 credit option will be structured. If the course is offered as a 3 credit course, specifically detail what will be done to earn the 4th credit.  
Explain why someone might need to take it for 4 credits and more fully explain the need for this additional credit. The department may wish to consider submitting separate course proposals for the 3 and 6 credit versions (possibly three if the 4 credit version of the course is to be regularly offered.

**B. Consent Agenda**  
**All items on the consent agenda were approved.**

1. **Arts & Humanities**  
15. Art History 323  From Michelangelo & Raphael to Titian: The Arts in 16th Century Italy  
Changes: description

16. History 395  United States, 1877-1914  
Changes: number

17. History 397  United States, 1914-1945  
Changes: number

18. History 398  United States Since 1945  
Changes: number

2. **Social Studies**  
19. Curriculum and Instruction 318  Teaching Reading and Writing  
Changes: Gen Ed (Comm B)

Changes: prerequisite

3. **Biological Sciences**  
22. Biochemistry 651  Biochemical Methods  
Changes: prerequisite

23. Forest And Wildlife Ecology 550  Forest Ecology
A brief informal discussion ended the meeting. The committee is in favor of dividing the consent agenda up among members if the agenda is large. The committee appreciates the importance of reviewing course change proposals as the changes may have a significant impact on the curriculum and have the potential for not being held to the same standard as new course proposals. While further discussions and an adoption of a set of policies and procedures for committee review will be held at a later date the committee affirmed its desire to have the sample syllabus for a course change proposal meet the same standards as those for new course proposals, these standards are detailed on the course proposal knowledge base.

The meeting adjourned at: 11:15am