University Curriculum Committee
Minutes
December 11, 2015

Members Present:  Brighouse, Brown, Green, Howard, Ingham, Kapust, Moser, Smith, Wiegmann

Members Absent: none

The meeting began at: 9:00 am

Summary of actions:
• Proposals 1-6, 8-36, 42-46, 51, 52 were approved
• Proposals 7, 48 were conditionally approved
• Proposals 37, 41, 47, 49, 50 were deferred
• Proposals 38-40 were tabled due to lack of time

I. Consent item – Minutes of the November 13, 2015 meeting
Motion by Brighouse to approve, unanimously approved.

II. Instructor Qualifications Policy - Vice Provost for Faculty and Staff, Michael Bernard-Donals will present a draft policy on the “minimum qualifications of instructors,” which is required to have under the new Higher Learning Commission (HLC) criteria for accreditation. A working group has created a draft policy, for review by number of pertinent governance committees (UC, ASEC, deans’ council, and UCC).

HLC changed criteria since our last visit and updated the requirements for instructor qualifications. A group of faculty and staff was created to study and determine how to implement the new criteria. A policy was crafted based on the HLC guidelines. Basic components:
• Instructor must have a degree one level higher than the students they are teaching or have a terminal degree
• Alternative ways to determine instructor qualifications
• Policy covers instructors not TAs
• All instructors must have instructional titles (can be $0 appointments for those who are employed by the University in other roles)

What thoughts and suggestions does this committee have?
We currently have staff teaching courses that do not have instructional titles, what would they have to do? Dept. chair has hiring authority and would need to appoint them with a $0
appointment. By making the appointment they are indicating that the person is qualified to teach. Authority for decisions about instructors lies with the unit that administers the course. Is there quality control beyond the department level? No.

This policy applies to the instructor of record. The instructor of record is responsible for assuring the quality of instruction regardless of who is standing in front of the course (guest lecturers etc.). Undergraduate students who are teaching in housing oriented courses may be impacted. Courses with the graduate course attribute need to have an instructor with a terminal degree.

This is policy are there guidelines? Yes, the committee is working on documents that will assist with this. Bernard-Donels will share the implementation documents with this committee would like their feedback. The committee suggested including some examples of the substantial, related graduate work in the guidelines.

II. Course proposal review

A. Consent Agenda

Kapust moved; Howard seconded. All course changes on the consent agenda were approved unanimously.

Course Change Proposals

Arts & Humanities

1. History 319 The Vietnam Wars
Type: Change breadth
Course has graduate attribute

2. History 456 Pearl Harbor & Hiroshima: Japan, the US & The Crisis in Asia
Type: Change crosslist, level, breadth
Course has graduate attribute

3. Lang & Cultures Of Asia - Lang 553 Fifth Semester Hindi
Type: Change credits, prerequisite

4. Lang & Cultures Of Asia - Lang 554 Sixth Semester Hindi
Type: Change credits, prerequisite

5. Lang & Cultures Of Asia - Lang 571 Fifth Semester Urdu
Type: Change credits, prerequisite

6. Lang & Cultures Of Asia - Lang 572 Sixth Semester Urdu
Type: Change credits, prerequisite

Biological Sciences
None

Physical Sciences
None
Social Studies
8. Psychology 707 Proseminar in Biological Psychology
Type: Change title, prerequisite

Discontinuation
Type: Discontinuation

10. African Languages & Literature 311 First Semester-A Language of East Africa
Type: Discontinuation

11. African Languages & Literature 312 Second Semester-A Language of East Africa
Type: Discontinuation

12. African Languages & Literature 313 Third Semester-A Language of East Africa
Type: Discontinuation

13. African Languages & Literature 314 Fourth Semester-A Language of East Africa
Type: Discontinuation

Type: Discontinuation

15. African Languages & Literature 316 Second Semester-A Language of Central Africa
Type: Discontinuation

Type: Discontinuation

17. African Languages & Literature 318 Fourth Semester-A Language of Central Africa
Type: Discontinuation

18. African Languages & Literature 404 Semiotics
Type: Discontinuation

Type: Discontinuation

Type: Discontinuation

Type: Discontinuation

22. African Languages & Literature 921 Seminar in Comparison and Classification of African Languages
Type: Discontinuation

23. Civil Engineering 357 An Introduction to Geographic Information Systems
Type: Discontinuation
24. Curriculum and Instruction 600  Methods of Instruction with Technology  
   Type: Discontinuation

25. Curriculum and Instruction 603  Local Design and Production of Electronic Instructional Materials  
   Type: Discontinuation

26. Curriculum and Instruction 607  Educational Media, Representation and the Construction of Knowledge  
   Type: Discontinuation

27. Curriculum and Instruction 700  Organization of Instructional Technology  
   Type: Discontinuation

28. Curriculum and Instruction 703  Theories and Models of Instructional Systems Design  
   Type: Discontinuation

29. Curriculum and Instruction 800  Issues in Educational Communication Technologies  
   Type: Discontinuation

30. Curriculum and Instruction 801  Interactive Media and Computers in the Curriculum  
   Type: Discontinuation

31. Curriculum and Instruction 815  Research with Computer-Based Tools in Curriculum and Instruction  
   Type: Discontinuation

32. Marketing 430  Product and Price Management  
   Type: Discontinuation

33. Marketing 730  Product and Price Management  
   Type: Discontinuation

34. Psychology 801  Introduction to Clinical Assessment  
   Type: Discontinuation

35. Psychology 802  Advanced Clinical Techniques I  
   Type: Discontinuation

B. Review Agenda

Motion by Ingham, second by Kapust to approve all course proposals. Votes are recorded following each agenda item.

7. Curriculum and Instruction 606  Critical Educational Practice on the Internet  
   Type: Change title, description  
   *Course has graduate attribute*  
   Action: Conditional Approval - Journalism, Communication Arts and Computer Science will be asked to review this proposal.

Deferred from previous meeting

36. Mechanical Engineering 903  Graduate Seminar  
   Type: Change credits, grading  
   Reviewer: Physical Sciences
**Action: Unanimously approved** – The committee approves to change to make this a 0 credit course. However the role that 0 credit courses play in the curriculum is still under discussion and the committee may in the future decide to prohibit 0 credit courses and the department will need to alter the course again.

37. Educational Psychology 563  Design of Educational Games and Simulations  
Type: New Course  
Reviewer: Howard  
**Action: Tabled due to lack of time**

38. Engr Professional Development 710  Foundations of Engineering Leadership  
Type: New Course  
Reviewer: Brighouse  
**Action: Tabled due to lack of time**

39. Geography 670  Capstone in GIS Development  
Type: New Course  
Reviewer: Smith  
**Action: Tabled due to lack of time**

40. Geography 672  Practicum in GIS Development  
Type: New Course  
Reviewer: Fadl  
**Action: Tabled due to lack of time**

41. Kinesiology 690  Internship in Kinesiology  
Type: New Course  
Reviewer: Howard  
**Action: Tabled due to lack of time**

**New Proposals**

42. Anesthesiology 950  Advanced Anesthesiology Workshop  
Type: New Course  
Reviewer: Moser  
**Action: Unanimously approved**

43. Art Department 309  Digital Art and Code  
Type: New Course  
Reviewer: Brighouse  
**Action: Unanimously approved**

44. Chemistry 350  Communicating Chemistry to the Public Via Demonstrations  
Type: New Course  
Reviewer: Brown  
**Action: Unanimously approved**

45. Civil and Environmental Engr 703  Environmental Geochemistry  
Type: New Course  
Reviewer: Ingham  
**Action: Unanimously approved**
46. Consumer Science 301  Advanced Consumer Analytics  
Type: New Course 
Reviewer: Smith 
Action: Unanimously approved

47. English 153  Literature and the Environment  
Type: New Course  
Reviewer: Ingham  
Action: Deferred - The assessment activities are not well defined in the proposal. What is active participation, what is the rubric? What are frequent writing exercises? If participation is such a large portion of the grade, more information about how this is assessed is needed.

48. Geoscience 758  Mechanics of Earthquakes and Faulting 
Type: New Course 
Reviewer: Smith 
Action: Conditional Approval – The proposer will be asked to put an additional week of class time in to replace the week that is cancelled for a conference in order to align with the federal credit hour definition.

49. Psychology 800  Cognitive & Neuropsychological Assessment for Diagnosis 
Type: New Course 
Reviewer: Kapust 
Action: Deferred – The proposer will be asked to revise the syllabus to include more instructional time.

50. Psychology 802  Assessment of Psychopathology & Personality 
Type: New Course 
Reviewer: Green 
Action: Deferred – The proposer will be asked to revise the syllabus to include more instructional time.

51. Psychology 807  Introduction to Conducting Psychotherapy 
Type: New Course 
Reviewer: Moser 
Action: Unanimously approved

52. Statistics 360  Topics in Statistics Study Abroad 
Type: New Course 
Reviewer: Green 
Action: Unanimously approved

III. Discussion 
A. Update guidelines for graduate course attribute - This issue was tabled due to lack of time.

B. Zero credit courses – The committee discussed the merits of 0 credit courses in the context of the proposal for ME 903 and in terms of a general policy. The reasons for wanting to offer 0 credit courses seem to center around the use of campus resources; it is easier to get a room reservation, a class roster, Learn@UW site etc. if it is through a formal course offering. It is not generally known that students are charged tuition for 1 credit for 0 credit courses. The committee does not feel the desire to secure campus resources entirely justify offering courses
that carry no credit but are on the transcript. They do recognize that a number of these courses already exist and that there are likely 1 credit courses in the catalog that are more like 0 credit courses in terms of meeting the credit hour definition. The committee wishes to understand all of the ramifications of allowing or deciding to prohibit 0 credit courses before deciding what will be the campus policy. It is requested at that Academic Planning and Institutional Research research and gather information about this so that the UCC can make an informed decision about what is in the best interest of students and the campus at a future date.

C. Attendance at January 8 meeting - It is anticipated that there are enough members available on January 8th to convene a meeting. The committee will meet for the purpose of reviewing course proposals only.

D. Continuation/direction for discussion of credits and distance courses - This issue was tabled due to lack of time.

IV. New Business

Meeting adjourned at 11:00 am.