Members Present: Corfis, Court, DeBaillie, Howard, Ingham, Kapust, Moser, Thompson, Weimer, Wenker, Wiegmann

Members Absent: Smith

Guests: E. Klein, S. Kuba, J. Milner, M. Young

The meeting began at: 9:03 am

Summary of actions:
- Proposals 1-6, 8, 10-14, 17-22, 24-26, 30, 33-40, 43-51 were approved
- Proposals 9, 16, 27-28, 31-32, 41-42 were conditionally approved
- Proposals 15, 29 were deferred
- Proposal 7, 23 were tabled

I. Consent item – Minutes of the December 9, 2016 meeting
Motion by Thompson, second by Kapust to approve, unanimously approved.

II. Course Attribute Proposal Review
A. Workplace Experience course attribute proposal
Career Services Executive Committee requested that this attribute be created. The Workplace Experience attribute would allow undergraduates to easily identify workplace courses in the course guide and guide. The implementation process would review existing courses to add the attribute. Courses listed in the proposal are a starting point for that review. Schools and colleges will propose assigning the attribute according to their own guidelines and best practices. UCC will approve the attribute based on minimum requirements.

Meeting the requirements to be a workplace experience course does not mean a course has met the requirements to be a for-credit course. An edit will be made to the proposal to clarify.

The committee questioned why the attribute will only be applied to undergraduate
courses. The need for the attribute was more pressing for undergraduate courses.

The committee clarified that worksite supervisors will be provided with learning outcomes for the course. An edit will be made to the proposal to clarify.

Approved unanimously.

B. Honors course designation attribute proposal
Honors course designations have existed for a very long time, but a governance body has not approved them. This proposal seeks approval for long standing practices. The proposal removes use of the middle digit 8 to signify honors. The attributes meet the need to identify honors without use of a specific course number.

Honors optional courses will be identified only for a specific term and will not be applied at the catalog level. This is not a change. Courses may not toggle between honors only and honors optional without a course proposal.

Approved unanimously.

III. UCC Subcommittee updates
A. Best Practices group
The group aims to develop guidelines for substantive student instructor interaction regardless of modality. The subcommittee has had many productive discussions around active learning and substantive interaction.

B. New Course Proposal group
A group of school/college curriculum coordinators met over the summer to review the current form. A sub-group of the UCC met in the fall to further that work. The aim was to share a mock-up of the course proposal form with the full UCC, but there have been hold-ups with the vendor to mock-up the form. In lieu of a form, questions for the form are being shared.

The first step is to identify all of the information that a proposer will need to provide and create a friendly interface including skip logic. User testing will be important. The second step will be to create shorter reports for reviewers.

IV. Course proposal review

A. Consent Agenda
Ingham moved; Thompson seconded. All course changes on the consent agenda were approved unanimously.
**Course Change Proposals**

1. Agricultural and Applied Econ 773  Seminar in Resource and Energy Demand Analysis
   Type: Change repeatability, credits, description
   Grad Attribute? n/a
   Reviewer: Ingham

2. Biological Systems Engineering 409  Career Management for Engineers
   Type: Change number, requisite
   Grad Attribute? N
   Reviewer: Ingham

3. Biology 150  Ways of Knowing Biology
   Type: Change subject, title, description, requisite
   Grad Attribute? n/a
   Reviewer: Moser

4. Collaborative Nursing Prgm 519  Capstone Practicum for Registered Nurses
   Type: Change credits, prerequisite
   Grad Attribute? N
   Reviewer: Moser

5. Communication Arts 200  Introduction to Digital Communication
   Type: Change description
   Grad Attribute? n/a
   Reviewer: Thompson

6. Computer Sciences 537  Introduction to Operating Systems
   Type: Change credits, prerequisite
   Grad Attribute? N
   Reviewer: Wiegmann

8. Curriculum and Instruction 672  Issues in ESL Education
   Type: Change credits, prerequisite
   Grad Attribute? Y
   Reviewer: Thompson

10. Geography 305  Introduction to the City
    Type: Change description, prerequisites, grad attribute, ethnic studies
    Grad Attribute? N
    Reviewer: Howard

11. History 200  Historical Studies
    Type: Change credits, prerequisite, breadth
    Grad Attribute? n/a
    Reviewer: Corfis
    Approve and recommend additional clarification of how attendance affects in class assignments.

12. History 283  Intermediate Honors Seminar-Studies in History (H)
    Type: Change title, description, requisite, level
    Grad Attribute? n/a
Reviewer: Corfis

13. Human Devel & Family Studies 766  Current Issues in Family Living
Type: Change title
Grad Attribute? n/a
Reviewer: Court

14. Library & Information Studies 861  Information Architecture
Type: Change number, title
Grad Attribute? Y
Reviewer: Court

17. Social & Administrative Pharm 414  Managing Pharmacy Systems for Patient Care
Type: Change title, description, requisite
Grad Attribute? N
Reviewer: Kapust

18. Social & Administrative Pharm 511  Pharmacy Law and Regulation
Type: Change course number, requisite
Grad Attribute? N
Reviewer: Kapust

19. Spanish (Spanish And Portug) 469  Topics in Hispanic Cultures in the U.S.
Type: Change crosslists, prerequisites
Grad Attribute? Y
Reviewer: Weimer

**Discontinuation**
20. Social & Administrative Pharm 618  Professional Decision-Making in Pharmacy Practice
Type: Discontinue

**B. Review Agenda**

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

**Moved from Consent Agenda**
7. Computer Sciences 564  Database Management Systems: Design and Implementation
Type: Change credits, prerequisite
Grad Attribute? N
Reviewer: Wiegmann
Action: Tabled

9. Ed Leadership & Policy Analysis 847  Instructional Leadership and Teacher Capacity
Type: Change title, description, requisite
Grad Attribute? n/a
Reviewer: Howard
Action: Conditionally Approved - Class participation and facilitation is 40%. These two elements should be broken apart to making the grading scheme clearer. Additional detail is needed on what is happening in the online environment.
15. Pharmacy Practice 555  Pharmacotherapy I
Type: Change description, credits
Grad Attribute? N
Reviewer: Wenker
**Action: Deferred** - The relationship of online quizzes to the exams is unclear. Students will not finish a prerequisite course before this course starts. Need clear course objectives.

16. Social & Administrative Pharm 411  The Role of the Pharmacist in the Public Health System
Type: Change title, description, requisite
Grad Attribute? N
Reviewer: Wenker
**Action: Conditionally Approved** - Participation is 50 points with no rubric. Grading of the online discussions is unclear.

**Deferred from previous meeting**
Type: Change subject, LAS, level
Grad Attribute? n/a
Reviewer: Moser
**Action: Unanimously Approved**

22. Biology 261  Entering Research Part 2
Type: Change subject, LAS, level
Grad Attribute? n/a
Reviewer: Moser
**Action: Unanimously Approved**
Approve with feedback that it be made clearer to students that 260 is not a prerequisite for 261.

23. Kinesiology 200  Introductory Neuroscience
Type: New course
Reviewer: Smith
**Action: Unanimously Approved**

24. Marketing 450  Marketing Analytics
Type: New Course
Reviewer: Wiegmann
**Action: Unanimously Approved**

**New Proposals**
25. African Languages & Literature 905  Seminar in African Cultural Studies: Topics
Type: New Course
Reviewer: Howard
**Action: Unanimously Approved**

26. Anthropology 420  Introduction to Primatological Research
Type: New Course
Reviewer: Howard
**Action: Unanimously Approved**
27. Computer Sciences 200 Programming I  
   Type: New Course  
   Reviewer: Wiegmann  
   Action: Conditionally Approved - CVs were not uploaded for faculty associates.

28. Computer Sciences 300 Programming II  
   Type: New Course  
   Reviewer: Wiegmann  
   Action: Conditionally Approved - CVs were not uploaded for faculty associates.

29. Computer Sciences 400 Programming III  
   Type: New Course  
   Reviewer: DeBaillie  
   Action: Deferred - CVs were not uploaded for faculty associates. The syllabus was incomplete: missing grading percentages, exam schedule, and assignments.

30. Design Studies 252 Design Leadership Symposium  
   Type: New Course  
   Reviewer: DeBaillie  
   Action: Unanimously Approved

31. Electrical and Computer Engr 610 Seminar in Electrical and Computer Engineering  
   Type: New Course  
   Reviewer: DeBaillie  
   Action: Conditionally Approved – The course description should be updated.

32. Electrical and Computer Engr 611 Introduction to Doctoral Research in Electrical & Computer Engineering  
   Type: New Course  
   Reviewer: DeBaillie  
   Action: Conditionally Approved – The course description should be updated.

33. English as a Second Language 113 Essentials of Academic Reading and Writing  
   Type: New Course  
   Reviewer: Thompson  
   Action: Unanimously Approved

34. Gender And Womens Studies 373 Gender & the Cultural Politics of Illness  
   Type: New Course  
   Reviewer: Thompson  
   Action: Unanimously Approved

35. History of Science 525 Health and the Humanities  
   Type: New Course  
   Reviewer: Corfis  
   Action: Unanimously Approved

36. History of Science 599 Directed Study in Health and the Humanities  
   Type: New Course  
   Reviewer: Corfis  
   Action: Unanimously Approved
37. Integrated Science 140  Exploring Service in Science  
   Type: New Course  
   Reviewer: Corfis  
   **Action: Unanimously Approved**

38. Integrated Science 230  Exploring Discipline-Based Leadership & Mentoring  
   Type: New Course  
   Reviewer: Ingham  
   **Action: Unanimously Approved**

39. Integrated Science 320  Internship  
   Type: New Course  
   Reviewer: Wenker  
   **Action: Unanimously Approved**

40. Integrated Science 605  Scientific Teaching for TAs  
   Type: New Course  
   Reviewer: Weimer  
   **Action: Unanimously Approved**

41. Interdis Courses (Sohe) 301  Special Topics in Human Ecology  
   Type: New Course  
   Reviewer: Weimer  
   **Action: Conditionally Approved** - A clarification of how credits are determined is needed.

42. Interdis Courses (Sohe) 801  Special Topics in Human Ecology  
   Type: New Course  
   Reviewer: Weimer  
   **Action: Conditionally Approved** - A clarification of how credits are determined is needed.

43. Journ And Mass Communication 470  Strategic Communication Campaigns Capstone  
   Type: New Course  
   Reviewer: Weimer  
   **Action: Unanimously Approved**

44. Kinesiology 338  Human Anatomy Laboratory  
   Type: New Course  
   Reviewer: Kapust  
   **Action: Unanimously Approved**

45. Library & Information Studies 350  History and Future of Books  
   Type: New Course  
   Reviewer: Kapust  
   **Action: Unanimously Approved**

46. Music 559  Graduate Choral Union  
   Type: New Course  
   Reviewer: Court  
   **Action: Unanimously Approved**
47. Occupational Ther (Dept-Kines) 813  Advanced Practice in Interprofessional Contexts  
Type: New Course  
Reviewer: Court  
**Action: Unanimously Approved**

48. Pharmacy 125  Exploring Pharmacy I  
Type: New Course  
Reviewer: Ingham  
**Action: Unanimously Approved**

49. Population Health Sciences 790  The Physician in Public Health and Public Health in the Physician  
Type: New Course  
Reviewer: Ingham  
**Action: Unanimously Approved**

50. Social & Administrative Pharm 514  Managing Pharmacy Systems for Patient Care  
Type: New Course  
Grad Attribute? N  
Reviewer: Wenker  
**Action: Unanimously Approved**

51. Surgery 974  Patient Education as a Strategy for Advocacy  
Type: New Course  
Reviewer: Wenker  
**Action: Unanimously Approved**

**V. New Business**

Meeting adjourned at 10:58 am.