University Curriculum Committee
Minutes
January 27, 2017

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

Members Absent: Court, Ingham

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

The meeting began at: 9:02 am

Summary of actions:
- Proposals 1, 4-7 were approved
- Proposals 8-9 were conditionally approved
- Proposals 2-3 were deferred

I. Consent item – Minutes of the January 13, 2017 meeting
Motion by Kapust, second by Corfis to approve, unanimously approved.

II. Course proposal review
A. Consent Agenda
Corfis moved; Moser seconded. All course changes on the consent agenda were approved unanimously.

Course Change Proposals
1. Computer Sciences 564 Database Management Systems: Design and Implementation
   Type: Change credits, prerequisite
   Grad Attribute: N
   Reviewer: Wiegmann

B. Review Agenda
Motion by Moser, second by Kapust to approve all course proposals. Votes are recorded following each agenda item.

Deferred from previous meeting
2. Kinesiology 200 Introductory Neuroscience
   Type: New course
   Reviewer: Smith

Action: Deferred- The syllabus does not describe the categories students will be evaluated on. Peer evaluation is ok, but the instructor needs to be the primary evaluator.
3. Medical Physics 651  Methods for Neuroimaging Research
   Type: New Course
   Reviewer: Smith
   **Action: Deferred** - Learning Outcomes do not differentiate graduate and undergraduate students. Grading is weighted differently for graduate and undergraduate students, but the assignments and exams are the same.

4. Nursing 313  Foundations of Nursing Practice
   Type: New Course
   Reviewer: Smith
   **Action: Unanimously Approved**

5. Nursing 314  Health Promotion and Disease Prevention Across the Lifespan
   Type: New Course
   Reviewer: Smith
   **Action: Unanimously Approved**

6. Nursing 315  Professionalism in Nursing Practice
   Type: New Course
   Reviewer: Kapust
   **Action: Unanimously Approved**

**New Proposals**

7. Agricultural and Applied Econ 777  Survey and Sample Design in Applied Economics
   Type: New Course
   Reviewer: Court
   **Action: Unanimously Approved**

8. Envir St - Gaylord Nelson Inst 931  Remote Sensing for International Development
   Type: New Course
   Reviewer: DeBaillie
   **Action: Conditionally Approved** – The paragraph outlining the course objectives should be edited into discrete learning outcomes.

9. Envir St - Gaylord Nelson Inst 971  Environmental Sensing Technologies
   Type: Course
   Reviewer: Wenker
   **Action: Conditionally Approved** – The paragraph outlining the course objectives should be edited into discrete learning outcomes.

**III. Discussion**

A. Policy on use of participation and attendance in final grade evaluation portion of sample syllabus

Faculty legislation (II-108) allows instructors to count attendance as a portion of a course grade. The UCC requires participation counting at least 10% of the grade to be defined in course proposals, but there are no similar rules for graded attendance or combined grading of participation and attendance. UCC will adopt the faculty legislation language: “Because courses are designed and conducted in diverse ways, faculty and instructors should inform students in writing at the beginning of each course if there are specific expectations for attendance/participation, including whether any component of the grade is based
on such attendance/participation.” Penalties for failure to attend can be explicitly stated separately in a syllabus or course proposal without justification. Courses using attendance and/or participation in grading must explain how they related to the learning outcomes, describe how they will be evaluated, and justify the weight in the grading scheme.

The KB will be updated to reflect the above and circulated to schools and colleges for comment. The updated policy is planned to be effective Fall 2017.

B. Best Policies DRAFT document

The best practices working group aims to create policy about the credit hour. The policy will provide the minimum requirements for a credit hour at UW-Madison and comply with federal rules. The working group presented a draft document. They agreed policy is needed to ensure student-instructor interaction is a significant (substantive and ongoing) portion of the course. The working group will revise the draft and bring it back to the committee for discussion.

Meeting adjourned at 10:57 am.