

## University Committee on Courses and Curricula

### Meeting Minutes - November 10, 2017

#### Present:

AbdulRahman Alsamman, Amanda Athey, Sarah Berry, Uttam Chakravarty, Woohyun Cho, Janet Crane, Kraig Derstler, Kimberly Echols, Yvette Green, Erik Hansen, Dan Harper, Jan Janz, Linxiong Li, Caroline Noyes, Adam Poyner, Natalie Scott, Martin Smith, Rajni Soharu, Thomas Wright

#### Absent

Connie Atkinson, Shante' Williams, Whitney West

Quorum was established for undergraduate and graduate voting members in attendance.

The meeting minutes from 10/30/17 were approved.

Welcome to Undergraduate Student Rep Adam Poyner.

Dr. Noyes recommended that in the future, departments should be required to indicate how new courses will fit in a degree's curriculum i.e. elective, major requirement, replacement, etc. This could be included in the justification for the following forms: Add A Course and Reactivation.

Prof. Hansen raised the question as to whether syllabi should always be added to proposals, regardless of the nature of the request. Dr. Green confirmed that departments are not currently required to attach syllabi to Fast Track or Change Forms. Amanda Athey indicated that perhaps the review of syllabi should be held at the college level committees. Dr. Alsamman suggested options including automatically review syllabi every 10 years as well as a syllabus generator in Moodle. Dr. Green questioned if syllabi management is the charge of this committee.

Rajni Soharu announcement that department chairs will be asked to review their recommended 4 year plans as these will now be distributed to students starting with Spring 2018 orientation events.

Dr. Green reported that the subcommittee met and thoroughly reviewed the forms and are recommending several changes including adding a print signature line, an effective date, and removing the option to change a course number.

Sarah Berry reported that the link indicating the 4000/5000 level course descriptions from the SACS report has been uploaded to the Moodle page. Committee members are encouraged to share with their respective colleges. This will also be included in the UCCC FAQs.

Dr. Noyes indicated that colleges/departments that all 0 credit hour courses must be changed to at least 1 credit hour to ensure appropriate funding. Sarah Berry will run a query to identify those courses. Colleges/Departments should contact Academic Affairs regarding exceptions to this new policy.

## Proposals

Course/Number	Course Title/Degree Title	Action	Status
EDAD 6684	Teaching, Learning and Curriculum in Higher Education	Fast Track Change	Approved
EDAD 6695	Internship in Higher Education	Fast Track Change	Approved
EDSP 6950	Practicum in Gifted and Talented	Fast Track Change	Approved
MANG 3401	Introduction to Management and Organizational Behavior	Fast Track Change	Approved
ENGR 1003	Introduction to Engineering <i>Tabled from previous meeting due to syllabus</i>	Add	Approved
ENGR 2327	Fundamentals of Engineering Chemistry <i>Faculty from each college will be invited to next meeting discuss/defend support and opposition</i>	Add	Tabled
PHYS 4902	Materials Science Laboratory <i>More information is needed about the graduate assignments and grading scale</i>	Add	Tabled
PHYS 5902	Materials Science Laboratory <i>More information is needed about the graduate assignments and grading scale</i>	Add	Tabled
TRNS 6000	Seminal Research in Transportation <i>Tabled, requested title change to Special Topics in Transportation</i>	Add	Approved
TRNS 7000	Thesis Research <i>Tabled due to lack of syllabus, also missing previously approved standard language for 7000, 7040, and 7050 classes</i>	Add	Tabled
TRNS 7040	Examination or Thesis Only <i>Tabled from last meeting due to 0 credit policy, also missing previously approved standard language for 7000, 7040, and 7050 classes</i>	Add	Tabled

UNIV 1003	Academic Success <i>Approved pending inclusion of language restricting graduating seniors from enrolling</i>	Add	Approved
COLAEHD	B.A. in Anthropology	Curriculum Change	Approved
COLAEHD	B.A. in English	Curriculum Change	Approved
COLAEHD	B.A. in Political Science	Curriculum Change	Approved
COLAEHD	B.A. in Sociology	Curriculum Change	Approved
COLAEHD	Film & Theatre-Film Arts Option, BA Theatre-Theatre Arts, BA	Curriculum Change	Approved
COLAEHD	Music (Composition Con), BA	Curriculum Change	Approved
COLAEHD	Music (Jazz Studies Con), BA	Curriculum Change	Approved
COLAEHD	Music (Music Studies Con), BA	Curriculum Change	Approved
COLAEHD	Music (Performance Con), BA	Curriculum Change	Approved
IS	B.A. in International Studies <i>Tabled from the previous meeting due to courses not being offered</i>	Curriculum Change	Tabled
PLUS	M.S. in Urban Studies <i>Tabled from the previous meeting due to missing signatures and course lists for concentrations</i>	Curriculum Change	Tabled