

UO Committee on Courses
Meeting Minutes

Date: April 27, 2017

Present:

- | | | | |
|--|--|---|---|
| <input checked="" type="checkbox"/> Bramhall, Ron | <input type="checkbox"/> Hodges, Sara | <input checked="" type="checkbox"/> Norris, Boyana* | <input checked="" type="checkbox"/> White, Frances* |
| <input checked="" type="checkbox"/> Brand, Colin** | <input checked="" type="checkbox"/> Jefferis, Mike | <input checked="" type="checkbox"/> Jana Prikryl* | * Voting members |
| <input checked="" type="checkbox"/> Cherry, Christian* | <input type="checkbox"/> Lowery, Brian | <input type="checkbox"/> Skelton, Scott | **Voting student members |
| <input type="checkbox"/> Eveland, Sue | <input type="checkbox"/> Mann, Roberta* | <input checked="" type="checkbox"/> Mike Urbancic* | |
| <input checked="" type="checkbox"/> Hall, Gordon* | <input checked="" type="checkbox"/> Morrill, Bil | <input checked="" type="checkbox"/> Warden, Kathy | |

Next meeting: May 1, 2017, EMU Rogue Room

Courses submitted to UOCC for review: (Listed by Committee member responsible for review).

(Those highlighted have been **approved**, **withdrawn**, **rolled forward/pending**, **denied**)

Colin Brand	Christian Cherry	Gordon Hall	Roberta Mann	Boyana Norris	Jana Prikryl	Mike Urbancic	Frances White				
LAW 250	AEIS 421	ANTH 344	CDS 446	GER 328	PS 310	PS 432/532	BA 735	ARH 211	EDLD 626	MATH 205	BI 370
LAW 305	ANTH 114	ANTH 365	ENG 386	GER 470/570	PS 311	WGS 221	BA 736	ARH 314	EDLD 631	MATH 206	CINE 415
LAW 310	ANTH 145	ANTH 413/513	ENG	GER 471/571	PS 312	WGS 250	FIN 615	ARH 354	EDLD 643	MATH 316	CRES 633
	ANTH 150	ANTH 463/563	470/570	HPHY 420520	PS 320	WGS 251	J 627	ARH 451/551	FLR 150	MATH 317	CRES 651
	ANTH 163	ANTH 472/572	FHS 328	LING 493/593	PS 420/520	WGS 350	J 628	ARH 457/557	MATH 201	MATH 320	CRES 660
	ANTH 165	EDLD 696	FHS 330	SOC 330	PS 430/530	WGS 352	J 643	ENG 250	MATH 202	MATH 347	ENG 240
	ANTH 220	EDLD 697	FHS 331	SOC 445/545	PS 431/531	WGS	J 654	PPPM 685	MATH 203	MATH 348	LAW 629
	ANTH 243	EDLD 698	GEOG 285			450/550	J 656	PPPM 686	MATH 204	MATH 397	LAW 636
	ANTH 274	EDLD 699	GER 327							MATH	LAW 723
	ANTH 278	GRST 621								421M/521M	LAW 793
											LAW 794
											LAW 795

Administrative Actions:

ASL 311	LAW 780	MUP 741	MUP 749	MUP 758	MUP 775	MUP 786	MUS 441/541	PSY 304
EDLD 638	LING 444/544	MUP 742	MUP 751	MUP 759	MUP 776	MUP 787	MUS 442/542	PSY 305
GEOL 403	MATH 233	MUP 743	MUP 752	MUP 760	MUP 777	MUP 788	MUS 693	PSY 306
IARC 447/547	MATH 315	MUP 744	MUP 753	MUP 761	MUP 781	MUP 789	MUS 694	PSY 307
INTL 280	MATH 346	MUP 745	MUP 754	MUP 769	MUP 782	MUP 790	MUS 695	PSY 308
INTL 420/520	MATH 393	MUP 746	MUP 755	MUP 770	MUP 783	MUP 791	MUS 696	PSY 309
J 469/569	MUJ 181	MUP 747	MUP 756	MUP 771	MUP 784	MUS 341	MUS 697	
LAW 732	MUJ 182	MUP 748	MUP 757	MUP 774	MUP 785	MUS 342	MUS 698	

I. Announcements – None

II. Discussion

ARH 314 – Would like the expanded course description changed to add multicultural information. There was a question if they still want the course to be a series with ARH 315. UOCC approved course and multicultural request.

ARH 354 – Not clear how IPT multicultural is woven into course. Need more detail with IPT as a core theme. Suggestion was to have it built into each assignment week in syllabus because it will help students understand the IPT content better. Grading needs to be consistent between CourseLeaf and syllabus.

ARH 211 – Since this is a 4-credit class that meets less than four hours per week, need to have a better understanding how the extra hour is captured. Would like to have due diligence emails from Latin American Studies and Folklore.

ENG 286 – UOCC approved course, gen ed, and MC.

Online course submissions – When courses are submitted to UOCC with online components added, the committee needs to have SEIs for CourseLeaf. Would like to see more description and examples. In future, the committee would like to have example links placed on a PDF and added as an attachment on CL. Would also like to see prose attached such as the memo Ian McNeely did for Anthropology's submissions.

MATH 201 – UOCC approved. Mike U to work with Scott S. on title issue with MathLab.

MATH 202 – UOCC approved.

MATH 203 – UOCC approved.

MATH 204 – UOCC approved.

MATH 205 – UOCC approved.

MATH 206 – UOCC approved.

CourseLeaf discussion: (from last week and this week)

- Add column on SEI for online/hybrid
- When rolled back and then forward again, course required to go through all approvals again. Would like to have option to send it forward to selected workflow. Good idea to ask CL how they've handled this with other institutes.
- Need to add an additional contact. Have one faculty contact and one department representative.
- 400/500 courses – require an answer of yes or no
- Due diligence wording needs to be changed because the current explanation is not getting the information needed.
- The Multi-listed section needs to be its own separate section. Too close to due diligence which makes some people skip the due diligence section.
- Department sponsorship title needs changed perhaps to Overlap and Impact. There are three sections within that section and they need to be separated out.

- Need to have definition of duplication in due diligence section.
- Separate out department resources.
- Need more information regarding due diligence. State something about UOCC may ask for more information.
- For due diligence, info should be clearer on who is to submit it. Should be program or department head or designee.
- In grading section, add N/A for both non-major and major.
- Enrollment restrictions – Mike to look into cleaning up punctuation. Needs better explanation. Maybe add a glossary. Need to know what the entire list is in glossary. In “Other” change wording. ACTION: need meeting with Mike, Frances, Ron, and Kathy to review.
- Rationale for Course - Need summary for the change similar to cover letter UOCC used to receive.
- Course connected to any other curr changes section - Describe or attach how change impacts others in the summary.
- Student Engagement – column titles will need to change with hybrid/online column added. Traditional format verses online/hybrid. Maybe need two different sections. Allow text wrapping. Change example to a typical 40 hour course on first line.
- Instructional format - needs help.