



## UNIVERSITY CURRICULUM COMMITTEE

**Wednesday, March 13, 2013**  
**10:00-12:00 – Provost’s Conference Room**  
**Minutes**

**1. Call to Order 10:09 a.m.**

**2. Approval of Agenda**

- a. J. Davis moved to approve. J. Gasco seconded. M/S/P
  - i. Approved

**3. Approval of Minutes**

- a. D. Hoopes moved to approve. J. Davis seconded. M/S/P
  - i. Approved

**4. New Business- Curriculum Proposals**

**a. UCC 12-13 045 LAW 340- Online MC: Charles Thomas**

- i. This is an existing course; want to offer it fully online. Also wants to offer an on-campus LAW 340; consider a Hybrid in the future based on a study of the students. Wants to offer online course in the summer. Course is an elective course for several options in the BUS major.
- ii. Midterm and final online via Blackboard. Utilize discussion forums for course readings monitored by instructor. Uses every means of randomized questions; strict time limits; can only see one at a time; students can’t answer next until one is answered.

- iii. E. Magruder- suggested we standardize campus initiatives based on the CO's quality online teaching initiatives.
  - 1. K. Bragg- a revised version of the teaching initiatives are used for Cal State Online. May want to forward this to Senate to put this in place. She'll send to C. Thomas and UCC; it is a great resource for online teaching.
- iv. Programs will not exceed their 50% with the approval of this course to online. Will make a note about that.
- v. K. Bragg- There could be a potential for liability or administrative issues or research problems if students can drop in and out of on-campus section. Make sure they are only students registered for the course.
  - 1. C. Thomas- Will take out Hybrid aspect.
- vi. C. Jacobs- Learning Outcomes are measurable.
- vii. J. Davis moved to approve. D. Sherman seconded. M/S/P
  - 1. Approved
- viii. L. Stallworth- minor typo- F grade points 64-69.

**b. UCC 12-13 001 AFS 205 NC: Salim Faraji**

- i. Course was approved for GE with minor revisions; submitted for GE to be used as Lower Division GE requirement in Africana Studies introducing students to the political, social and cultural movement. A Hip Hop minor is also being introduced through the Music department; this is the basic course. HUM 310 will be introduced soon also. Department hopes to launch course this fall.
- ii. J. Davis- topic has been a field of study for almost 20 years in other institutions, even ivy league.

1. The original syllabus was accidentally sent to UCC. A syllabus with revised content and information has been submitted according to recommendations from GE.
- iii. J. Davis moved to approve pending review of revised syllabus. D. Hoopes seconded. M/S/P
  1. Approved Pending

**c. UCC 12-13 046 POL 310- Hybrid MC: Annie Wilson-Whetmore, Richard Palmer**

- i. **A. Wilson-Whetmore-** courses proposed to be taught hybrid; scheduling will make it easier for their students. Requirements for the course have not changed. Students meet for midterm, exams, and presentations at end of semester; communicate via email.
  1. Proposed hybrid courses are 1/3 online to 2/3 face to face.
  2. Course has been offered as TV for Applied Studies.
- ii. Typo- "fare" bottom of p. 3.
- iii. Make a note for all courses that the programs remain under the 50% with the approval of each the proposals.
- iv. D. Hoopes moved to approve. J. Gasco seconded. M/S/P
  1. Approved
- v. K. Bragg- It's up to the instructor how they want to present courses for Cal State Online programs.
- vi. C. Jacobs- This course has never been approved for TV alternate mode of instruction.
  1. Need to follow the process and get formal approval for alternate modes of instruction.
  2. T. Haney will check with the DHTV to see which courses have been taught.

FC = frozen course, MC = modified course, NC = new course, RC = retired course FP=frozen program, DP=discontinued program, MP = modified program, NP=new program

**d. UCC 12-13 047 POL 312- Hybrid MC**

- i. J. Davis moved to approve. D. Hoopes seconded. M/S/P
  - 1. Approved

**e. UCC 12-13 048 POL 314- Hybrid MC**

- i. J. Davis moved to approve pending receipt of revised syllabus with updated statements. J. Gasco seconded.
  - 1. Approved Pending
  - 2. A. Wilson-Whetmore will send revised syllabus.

**f. UCC 12-13 049 ACC 340 NC: Burhan Yavas, John Tan**

- i. Course use QuickBooks; helps with their proficiency and will help with their opportunity to get an internship.
- ii. J. Bersi- Mode is checked as lab and lecture.
  - 1. L. Stallworth- one part is like seminar and other is lab. Would require change in WTUs.
  - 2. T. Haney will talk with proposers about adjusting CS# to adjust workload.
- iii. J. Tan- Regarding grading curve- Wants to leave flexibility in the grading policy to the instructor; after the course is taught a couple times, with experience then the scale can be adjusted.
  - 1. C. Jacobs- the grading method is up to the professor: academic freedom.
- iv. Typo/error- College Name at top of syllabus is incorrect.
- v. J. Davis moved to approve pending clarification of lecture/lab. D. Hoopes seconded. M/S/P
  - 1. Approved Pending

**5. Adjourn: 11:21 a.m.**