California State University
Dominguez Hills

UNIVERSITY CURRICULUM COMMITTEE

Wednesday, April 13, 2011
10:00-12:00 – Provost's Conference Room

Minutes

Present: Jamie Dote-Kwan, Marge Gordon, Ed Zoerner, Jan Gasco, Caroline Bordinaro, Milton Krivokuca, John Wilkins, Jim Keville, Katherine Bates, Kathy Chai, Janna Bersi, Cathy Jacobs, Tracey Haney

1. **Call to Order**: 10:10 am

2. **Approval of Agenda**

    a. C. Jacobs moved the Announcements at the beginning of the meeting.

    b. K. Chai moved to approve agenda as amended. J. Gasco seconded. M/S/P

        i. Agenda approved.

3. **Announcements**

    a. C. Jacobs- an Internet Security Subcommittee needs to be reconstituted in order to set up a proposed policy guide for Internet security of online courses, projects and exams. A subcommittee was set up last spring but some members are no longer on the committees. She requested 2 volunteers from UCC. Members from GE committee will also be a part of the subcommittee.

    b. K. Chai suggested Nursing faculty Linda Goldman. She will ask L. Goldman if she would like to participate. If not, K. Chai will volunteer.

    c. M. Krivokuca volunteered.

4. **Approval of Minutes**

    a. K. Chai moved to approve with the correction of the abbreviation HIPAA. J. Keville seconded. M/S/P

        i. Minutes approved as corrected.

5. **Old Business- Discussion**

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

a. C. Jacobs shared that Mitch Maki and Richard Kravchak met regarding the issue raised about the resources needed for the Music program modification. UCC needs to decide if they want to approve the Music programs knowing that there are still issues with the resources. As the programs stand, they may not get approved due to budget. UCC can approve recommendation of the programs based on the curriculum and the Provost can make the final approval.

b. Open for discussion- C. Bordinaro- Music programs are generally expensive because of the 1 on 1 lessons between faculty and students. If we want CSUDH to have quality music program, then it will be expensive. Based on her assessment, she does not think it will be any more expensive than it already is and she is willing to vote to approve the program modifications.

c. At the last UCC meeting, J. Dote-Kwan suggested options for changes to the workload. Faculty would be getting less workload.

   i. Her suggestion was to break up the proposed courses into two 45 minute 2unit courses.

   ii. Richard Kravchak was not supportive of that option. Music is concerned about workload and WTU's for their faculty.

d. As currently presented, the program modifications will cost more.

e. The program and courses could be arranged to be more cost effective.

f. College of Arts and Humanities Dean's Impact Statement from March 2009 states that additional resources would be required.

g. It was suggested that maybe UCC can send recommendations to CAH on how they can save money with this program.

h. K. Bates- It is not UCC's job to make decisions based on budget.

6. **Old Business- BA Music**

   a. UCC 10-11   059   BA Music- Core   MP

   b. UCC 10-11   060   BA Music- Music Education option   MP

   c. UCC 10-11   061   BA Music- Music Performance option   MP

   d. UCC 10-11   062   BA Music- General Music option MP

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      i. C. Jacobs called to question motion for approval of all Music Program modifications. One abstention.

7. **Old Business- MS Health Science; Orthotics and Prosthetics Option**
   a. UCC 10-11   088   MS Health Science; Orthotics and Prosthetics Option   NP
         i. Tabled

   b. **UCC 10-11   103   HEA 552   NC**
         i. M. Krivokuca questioned that 15 SLO's may be excessive for one course.
         ii. S. Hornbeak- A lot of the LO's are aligned with their accreditation.
            1. K. Chai moved to approve. K. Bates seconded. M/S/P
            2. Approved

   c. **UCC 10-11   105   HEA 580   NC**
         i. K. Chai moved to approve. J. Keville seconded. M/S/P
         ii. Approved

   d. **UCC 10-11   106   HEA 596   NC**
         i. M. Gordon- they enroll in this class 3 times. Repeatable. Total 540 hours. Concern that they won't be finished in time. Within a discrete semester. It's their intention as scheduled that they'll be done.
         ii. Workload- Listed as C-17. It was suggested the department consider C-78. They picked C-17 because it's described as clinical practica in Nursing and seemed to fit in what they're doing with the class.
            1. C-17 and C-78 are both 2 WTU's.
         iii. Course can be differentiated at the scheduling level.
            1. T. Haney- Course can be listed as a Special Topic course.
            2. Title; subtitle can list the hours required. The different topics will show on schedule and transcripts.
            3. Course can have the generic Special Topics course title and department can develop subtitles that coincide with O&P. This will distinguish the different courses.
         iv. Course Repeatable for 9 units. 4, 4, 1 units.
         v. J. Dote-Kwan- course doesn't coincide with C-17. C-78 controls the hours; used when no other formulas apply for workload.
            1. Recommend moving to C-78.
            2. S. Hornbeak and program representative were in agreement.
         vi. Need to change the repeatable credit units for those who may need to take another 120 hours. Department will move to from maximum of 9 to 11 units.
         vii. M. Gordon moved to approve pending revision of CS# to C-78 and increase of repeatable units to 11 units. J. Gasco seconded. M/S/P
         viii. Approved Pending

e. **UCC 10-11   107   HSC 501   MC**
  i. C. Bordinaro expressed concern about the advanced research course sending a message to students that research is not as difficult as they think as currently structured.
  ii. Research does not begin until the 3rd term of the sequence. She suggested research be introduced sooner in Term 1 of the course.
  iii. University library or librarian is not included in the course. Questioned where students are directed for research. Wants to see library research component or orientation built into the class for library and research.
     1. S. Hornbeak- Currently, O&P faculty members do demonstrations for research.
  iv. C. Bordinaro- Library will be happy to work with the department and program to have the students come in for demonstration, etc.
  v. S. Hornbeak- Students are required to participate in the built in mentorship, online discussion component and face to face journal club in addition to the 1 hour class time. Also includes discussion on quality of research articles.
  vi. Unfreezing the course.
  vii. Course does not correlate with the current course description. Lab or activity component fit under the lab part.
  viii. Proposal to change the course description and title.
  ix. It was suggested to propose a new course because there are so many differences.
  x. C. Jacobs suggested UCC table the course until the issues are resolved.
  xi. S. Hornbeak- They want the course to be a 1unit repeatable for 3 units of activity.
     1. Department will propose as a new course.
  xii. J. Dote-Kwan recommended using a portfolio for the course instead of comprehensive exam. Comprehensive exams cannot be done during class time.
     1. Tabled

8. **New Business**
  a. **UCC 10-11   087   HIS 121   MC**
     i. E. Zoerner moved to approve. M. Gordon seconded. M/S/P
        1. Approved
  b. **UCC 10-11   110   HIS 120   MC**
     i. E. Zoerner moved to approve. J. Keville seconded. M/S/P
        1. Approved

  c. **UCC 10-11   108   HUM 310   NC**
     i. Grading- 94% listed for A and A- grade.

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        ii. C. Bordinaro moved to approve pending revision of grading scale. K. Chai seconded. M/S/P

            1. Approved Pending

   d. UCC 10-11   109   HUM 312   NC

        i. C. Bordinaro moved to approve. K. Chai seconded. M/S/P

            1. Approved

   e. UCC 10-11   111   Sociology: Community Organizing Certificate   NP

        i. Clare Weber- Sociology is repackaging existing courses with minor modifications to develop the new certificate.

        ii. The department wants to start small and may consider a minor or degree option based on the response.

        iii. Want to offer options and flexibility to current students and to keep it open to other majors.

        iv. M. Gordon moved to approve. J. Keville seconded. M/S/P

            1. Approved Pending receipt of revised course syllabi.

   f. UCC 10-11   112   SOC 335   MC

        i. Syllabus was missing grading scale.

        ii. K. Chai moved to approve pending revised syllabus with grading scale. M. Gordon seconded. M/S/P

            1. Approved pending

   g. UCC 10-11   113   SOC 384   MC

        i. K. Chai moved to approve pending revised SLO's. M. Gordon seconded. M/S/P

            1. Approved Pending

   h. UCC 10-11   114   SOC 496   MC

        i. No syllabus included with the internship course for UCC review. There is no campus policy on syllabi for internship courses because they are case by case.

        ii. Don't know the requirements/commitment from the faculty.

   i. The S-factor for Sociology course is S-48 course. 4/1.

        i. S-48 is OK.

   j. Students do have a contract.

   k. C. Bordinaro moved to approve. K. Bates seconded. M/S/P

        i. Approved

9. **Adjourn:** 12:00pm