



Office of Academic Programs • 1000 East Victoria St. • Carson, CA 90747

UNIVERSITY CURRICULUM COMMITTEE

**Wednesday, April 24, 2013
9:00am-12:00pm – Provost’s Conference Room**

Minutes

1. **Call To Order: 9:11am**
2. **Approval of Agenda:**
 - a. Art course proposal forms would not open on some computers due to new file format. Art program proposals opened easily for review. Motion to table Art courses until May 8th UCC meeting.
 - b. Added Political Science and IDS course proposals to the agenda sent via email.
 - i. Agenda approved as amended.
3. **Approval of Minutes**
 - a. K. Chai moved to approve. C. Blackaller seconded. M/S/P
 - i. Approved
4. **Curriculum- Old Business**
 1. **UCC 12-13 052 BS Business- Management Concentration MP**
 - a. D. Hoopes moved to approve. J. Davis seconded. M/S/P
 - i. Approved
 2. **UCC 12-13 053 MGT 418 MC**
 - a. K. Chai- asked if there is a policy re office hours and online courses.
 - i. J. Gasco- No, but it is coming.
 - ii. Instructors generally answer emails within 48 hours.
 - b. J. Davis- add the website to the DSS statement.
 - i. For all online courses, request the website be added to the Disabled Student Services statement.
 - c. C. Jacobs- not all the boxes were checked on the form; none of the boxes were checked #15-17.
 - d. D. Hoopes moved to approve. J. Davis seconded. M/S/P

- i. Approved

New Business- 120 Unit Requirement Curriculum Proposals

Economics

1. **UCC 12-13 083 ECO 210 MC**
 - a. GE has approved ECO 210 and ECO 211. Offers to a wider range of students through GE.
 - b. C. Jacobs- typo- GE objectives- 1-3 pdf p. 4. "Demonstrate an understanding"
 - c. J. Davis moved to approve. M. Furusa seconded. M/S/P
 - i. Approved
2. **UCC 12-13 084 ECO 211 MC**
 - a. J. Davis moved to approve. C. Bordinaro seconded. M/S/P
 - i. Approved

BUS- Computer Info Systems

1. **UCC 12-13 085 CIS 275 MC**
 - a. GE approved.
 - b. C. Bordinaro- asked how the GE objectives are link into courses objectives; GE objectives are stand-alone listed in the beginning of the syllabus.
 - i. C. Jacobs- p.6 of pdf, GE objectives are identified and linked more clearly to the course outcomes.
 - c. C. Bordinaro moved to approve. M. Furusa seconded. M/S/P
 - i. Approved

Liberal Studies- Lisa Hutton

1. **UCC 12-13 112 BA- Liberal Studies MP**
 - a. Program was over the 120 unit directive by 4 units. Wanted to reduce by 2 courses.
 - i. Removed ENG 350 and give option to take GWE similar to other majors.
 - ii. Reduce visual/performing arts from 2 to 1 course. The changes resulted in a 6 unit reduction to 118, now have 2 units of flexibility.
 - iii. Resulted in increasing LBS 200 from 1 unit to 3 units: use as assessment for WASC; personal roadmap; student portfolio.

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

- b. C. Bordinaro moved to approve. K. Chai seconded. M/S/P
 - i. Approved
- 2. **UCC 12-13 113 LBS 203 NC**
 - a. C. Jacobs- SLO #1- Typo should be “Discuss AND reflect on...”
 - b. C. Blackaller moved to approve. J. Davis seconded. M/S/P
 - i. Approved
- 3. **UCC 12-13 114 LBS 205 NC**
 - a. K. Chai- Wrong Disabled Student Services room location; recommendation to remove room number and put phone/contact information or correct.
 - b. T. Haney- If department wants course restricted to majors only and to be enforced electronically, students will need advising/permission number to register.
 - i. If electronically enforced to be restricted to majors, lower division students who have not declared a major, will need a permission number.
 - c. K. Chai moved to approve. J. Gasco seconded. M/S/P
 - i. Approved
- 4. **UCC 12-13 115 BA- Liberal Studies: Early Teaching & Learning MP**
 - a. Modifications to bring option into compliance with 120 unit directive include double counting course, modifying course to combine content of two courses, retiring a course.
 - b. C. Blackaller moved to approve. J. Gasco seconded. M/S/P
 - i. Approved
- 5. **UCC 12-13 116 LBS 310 MC**
 - a. C. Jacobs- Asked if LBS had received feedback from Psychology.
 - i. Academic Programs does have the correspondence emails attached to the original proposal. There are no objections from the Psychology department.
 - b. K. Chai moved to approve. C. Blackaller seconded. M/S/P
 - i. Approved
- 6. **UCC 12-13 117 LBS 320 RC**
 - a. C. Blackaller moved to approve. K. Chai seconded. M/S/P
 - i. Approved

Biology

- 1. **UCC 12-13 141 BS- Biology- Microbiology Option MP**
 - a. C. Jacobs- Took one course out of the core to double count for GE.
 - i. Revised roadmaps were not yet ready to be submitted.

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- b. C. Jacobs- students can take courses without the labs to come in at the 120.
- c. M. Maki- This option meets the requirements of the Chancellor's Office and the needs of professors/students advising.
- d. J. Davis moved to approve. C. Bordinaro seconded. M/S/P
 - i. Approved

2. UCC 12-13 142 BIO 340 MC

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

3. UCC 12-13 143 BIO 490 MC

- a. J. Davis moved to approve. K. Chai seconded. M/S/P
- b. Approved

M. Maki- 120 Unit Requirement and GE

1. M. Maki- there are 3 programs struggling to come into compliance with the 120 unit requirement: Music, Physics, Chemistry/Biochemistry. Currently, our GE requires students to take D1 and D2 and upper division SBS requirement. An option has been proposed to take D1 or D2.
2. There will be a lot of discussion re this idea; there are different perspectives and concerns of reducing units from 15 to 12 units for only these certain programs. All programs should be able to reduce as well.
3. J. Gasco- The entire GE needs major rethought. One of the Chancellor's Office tips on how to reduce GE D is with the social sciences. Does not know the history of why we have this large GE package.
4. C. Jacobs- Believes it goes back to the founding, interdisciplinary approach to school.
5. Perhaps this GE package has outlived its need to our campus?
 - a. Need to re-conceptualize and make GE coherent since we need to make changes and exceptions for certain programs. This 120 unit requirement has caused us to rethink GE.
6. Will the GEC take on that work, to re-conceptualize? M. Furusa- GE has been very slowly to evolve. GE used to not report to Provost. Now GE Committee reports to Academic Affairs/Provost, and now Academic Senate.

New Business

Art

1. UCC 12-13 086 BA- Art: Core MP

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. T. Haney- Art is proposing several courses to go online or hybrid. WASC looks at a degree program as whole, not individual options. Studio Art and Design options would be over the 50%. As a whole program, Art would be under 50%.
- b. Purpose of the proposals is to make the program more competitive; not a 120 unit requirement.
- c. C. Bordinaro moved to approve. J. Davis seconded. M/S/P
 - i. Approved

2. UCC 12-13 087 BA- Art: Design Option MP

- a. Some options will increase in units with their proposed modifications but will stay under the 120.
- b. C. Jacobs- Department put a lot of thoughts into what they're doing and what classes they are teaching. Well thought out packaging of program to make it competitive.
- c. Design and digital graphics options are being collapsed.
 - i. Is the Digital Graphics option being retired/discontinued? A proposal was not submitted. Need to check with the department.
- d. Table until committee reviews courses.

3. UCC 12-13 088 BA- Art: Art History Option MP

- a. Art 110 removed from the core but added to this option. Need to submit a catalog copy of the Art History option.
- b. C. Bordinaro moved to approve. M. Furusa seconded. M/S/P
 - i. Approved

4. UCC 12-13 089 BA- Art: Studio Art Option MP

- a. Department needs to submit a catalog copy of the option to show where ART 110 is put back into the program.
- b. M. Furusa moved to approve. C. Blackaller seconded. M/S/P
 - i. Approved

5. UCC 12-13 090 Design Minor (Art) MP

- a. Substantial changes to modernize the program which includes the courses that have been tabled.
- b. C. Bordinaro- They're chiseling away.
- c. C. Jacobs- Will postpone on voting of program until committee has reviewed and voted on the courses.
 - i. Tabled

6. UCC 12-13 091 Digital Graphics Minor (Art) MP

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. M. Furusa- Changing the mode of instruction of the program to hybrid is not changing the quality of the program.
- b. C. Jacobs- The courses are not changing. The justification makes sense to go on hybrid; take advantage of technological resources.
- c. Table until committee reviews courses.
 - i. Tabled

7. UCC 12-13 092 Design Certificate (Art) MP

- a. There's a question about all courses that overlap for the programs; stateside and extended education.
- b. Question about funding and resources for courses. There are dedicated computer labs for Art department.
 - i. K. Bragg- hybrid offering will help with scheduling to maximize the use of the labs.
 - ii. Table until committee reviews courses.

8. UCC 12-13 093 Digital Graphics Certificate (Art) MP

- a. Table until committee reviews courses.

9. UCC 12-13 094 ART 111 (O & H) MC

- a. Table until May 1st meeting.

Political Science

10. UCC 12-13 058 POL 101-Hybrid MC

- a. Needs an explicit technology security statement.
- b. J. Davis- DSS needs contact information: website, phone, location.
- c. C. Bordinaro- instructional media in Library is moving locations; will need to update room contact info only.
- d. K. Chai- FYI- DSS is not equipped to assist distance learning students. This could be an issue since it's a requirement to put the information in the syllabus. DSS helps student based on an on-campus assessment.
- e. C. Blackaller moved to approve pending revisions. J. Gasco seconded. M/S/P
 - i. Approved Pending

11. UCC 12-13 080 IDS 300- online MC

- a. IDS will be filing to WASC for substantive change soon in preparation for compliance with their requirement.

- b. E. Magruder- Grading scales is an issue that has come up in the GE Committee meetings. There is a grading chart posted on the Student Affairs website.
 - i. Question of academic freedom and asked if there is a resolution.
- c. C. Jacobs- If there is a grading scale chart on the site, it should be taken down.
- d. EMSA website was previewed by the review UCC to the information in question. The website chart is letter grades and grade point average, not grading scale.
- e. C. Jacobs- Grading is part of academic freedom. Grading is up to the faculty member or departments may have a policy. It is not up to the university.
 - i. The only grading policy held is not D- letter grade.
- f. K. Chai moved to approve. J. Davis seconded. M/S/P
 - i. Approved

12. UCC 12-13 081 IDS 336- online MC

- a. C. Jacobs- IDS 330 or 336 are variable topics humanities courses.
 - i. Videos for courses are posted on nonpublic YouTube site.
- b. K. Chai moved to approve. C. Blackaller seconded. M/S/P
 - i. Approved

13. UCC 12-13 082 IDS 350- online MC

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

14. Meet next week Wednesday, May 1st to complete Art proposal, and 120 proposals.

15. C. Jacobs- "We're the best and hardest working committee on campus!"

Adjourn: 11:42am