



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

UNIVERSITY CURRICULUM COMMITTEE

Wednesday, May 1, 2013
9:00am-12:00pm - Provost's Conference Room (WH 442)

Minutes

- 1. Call To Order: 9:34am**
- 2. Approval of Agenda:** K. Chai moved to approve. D. Hoopes seconded. M/S/P
 - a. Approved
- 3. Approval of Minutes:** K. Chai moved to approve. M. Krivokuca seconded. M/S/P
 - a. Approved
- 4. 120 Unit Requirement Review**
 - a. C. Jacobs-There was a sense of the Senate that passed that said in principle they are opposed to the 120 unit limit and opposed to any more GE exceptions. This isn't policy; they want to make their opinion known. This passed with wide margin. We need to take this into account since UCC reports to Senate.
 - b. M. Maki- The proposals being reviewed are not substitutions, they are waivers; ex double counting D1/D2. Nothing has come before UCC what is opposed by Senate.
 - c. M. Maki- Do we need a proposal to approve for the double counting of D1/D2? It is a modification to GE. UCC doesn't meet after the last Academic Senate meeting. Do we need a formal course or program modification proposal?
 - i. C. Jacobs- Can do a formal proposal stating that if GE and Senate approve the double counting of D1/D2, then UCC will approve.
 - ii. M. Maki will draft a resolution. UCC will review next week for revisions.

Chemistry

1. UCC 12-13145 CHE 450 MC

- a. Angel Pu- Requesting to double count for GE Area E and majors Chemistry and Biochemistry to meet 120 unit requirement. It is unusual to use 400 level course for GE but it

fits for Area E. Course includes case study; life-long learning objectives. GE objectives were linking to course LO's.

- i. GE Approved double counting for Area E.
- b. K. Chai- they've resurrected a previous biochemistry course in Nursing. CSU requires biochemistry for nursing again; is that an issue? C. Jacobs- No, that course (BIO 340) is for the Nursing major; Population specific. K. Chai- would need to take it to GE.
 - i. Approved

Computer Science

1. UCC 12-13144 CSC 121 MC

- a. C. Jacobs- justification says STAR Act; that's different requirement. This proposal does not help meet STAR Act, it is to meet the 120 unit requirement.
 - i. M. Beheshti will delete/make correction to the justification for clarification.
- b. M. Beheshti- Approved by GE to meet Area A2 Basic Skills in Logic/Critical Reasoning for selected majors.
 - i. C. Jacobs- to her, re GE, it does not seem to be a critical reasoning course.
 1. M. Beheshti- they solve problems, find solutions, use programming. The course was originally proposed to meet Area E. A GE subcommittee that reviewed recommended Area A2. The GEC Approved the course for Area A2. A lot of CSU's use this course for GE critical thinking.
- c. C. Jacobs- DSS room is outdated; remove the room number. Include phone number and website.
- d. K. Chai moved to approve. D. Hoopes seconded. M/S/P
 - i. Approved

Art and Design- Michele Bury

- C. Jacobs- She has done a preliminary review of the proposals and the online courses appear well-thought out. The proposals are not for 120 unit requirement.
- M. Bury- Art and Design department wants to merge existing programs. C. Jacobs- Department will get better outcomes by doing this.
- Certificates and minors only would be offered through Extended Education.
 - T. Haney- Concern about how minors would be offered through Extended Education? Students who take minors are matriculated typically on State Side. Certificates are stand

alone. Students shouldn't have to pay extra Extended Education fees for the minor. Cannot apply to the university for a minor alone.

- M. Bury- It is OK to not offer through Extended Ed.
 - M. Maki- He'll talk with the department and dean to make sure there are no issues.

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

- a. D. Hoopes moved to approve. J. Han seconded.
 - i. Approved

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

- a. Remove statements re Extended Education in Justification of proposal. If program is offered State Side, it cannot go to Extended Education and back.

- i. M. Bury is OK to offer the programs State Side and will remove Extended Education from the proposal.

- b. K. Chai moved to approve with modification. J. Gasco seconded. M/S/P

- i. Approved

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

- a. Program will stay State Side; remove statement re Extended Education from Justification.

- i. K. Chai moved to approve. J. Gasco seconded. M/S/P

- 1. Approved

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

- a. T. Haney- There's issue with gainful employment and the Department of Education. She will check to see if the department is clear since they are existing certificates.

- i. Students need to be in a certificate and degree program.

- b. M. Bury- Certificate will be offered mostly Hybrid than face-to-face. Department does not want to eliminate the face-to-face option.

- c. D. Hoopes moved to approve. J. Gasco seconded. M/S/P

- i. Approved

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

- a. D. Hoopes moved to approve. J. Gasco seconded. M/S/P

- i. Approved

- b. **K. Bragg- Stated the proposals submitted were very thoughtful; appreciated the department's perseverance.**

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

- a. **Hybrid:** C. Jacobs- Grading- online discussion question, 2 for 15%; should be clarified how the points are being distributed for the assignments and percentage of grading.
 - i. Clarify how it's worded; confusing how it is currently stated.
 - ii. A standard grading scale is there; include the percentage for clarification to show how the class is structured and how grades are assigned.
- b. DSS Statement- recommend include email and phone contact for all syllabi since they are hybrid or online course.
 - i. M. Bury- students get individual video feedback from instructor. This is a benefit of online courses.
- c. J. Bersi- Student Learning Outcomes look good. Recommend to change the introductory stem of the SLO's to state that at "completion of the course..."
 - i. Make this change to the introductory stem of SLO's for most of the course syllabi reviewed.
- d. J. Gasco moved to approve. D. Hoopes seconded. M/S/P
 - i. Approved
- e. **Online: SLO's stem and grading clarification.**
 - i. D. Hoopes moved to approve. J. Han seconded. M/S/P
 - 1. Approved

7. UCC 12-13 095 ART 160 (O & H) MC

- a. Hybrid: K. Bragg- this syllabus has a nice graphic grading scale; suggestion to copy and paste the grading scale for ART 111.
 - i. J. Han moved to approve. D. Hoopes seconded. M/S/P
 - 1. Approved
- b. **Online:** K. Bragg- Schedule/format- says "2 weekly online sessions." As stated, the schedule implies that all student need to be online at the same time. Suggested to expand and clarify the schedule format and include in the schedule when they need to be online collectively so students can prepare schedule.
 - i. D. Hoopes moved to approve. J. Han seconded. M/S/P
 - 1. Approved

8. UCC 12-13 096 ART 170 (O) MC

- a. Online: Traditional studio course. Grading scale needs revision.

- b. M. Bury- Students are required to purchase specific software now but use it throughout the program. Department is looking into getting a licensing agreement and offering a cloud version. Face-to-Face requires the purchase as well. Use throughout other courses. Similar to purchase of a textbook.

- i. D. Hoopes moved to approve. J. Han seconded. M/S/P

- 1. Approved

9. UCC 12-13 097 ART 331 (O & H) MC

- a. Hybrid: Revise SLO's stem and grading scale.

- i. Tests are the same for hybrid and online courses; they take them online both courses.

- ii. J. Gasco moved to approve. J. Han seconded. M/S/P

- 1. Approved

- b. Online: D. Hoopes moved to approve. J. Han seconded. M/S/P

- i. Approved

10. UCC 12-13 098 ART 333 (O & H) MC

- a. Hybrid: Revise SLO's stem. Grading scale- top scale shows percentage, bottom scale shows points. Include percentages for clarity of overall grading.

- b. E. Magruder- Noted that MLA has crossed over to italics; no more underlining for reference of textbooks.

- i. J. Gasco moved to approve. D. Hoopes seconded. M/S/P

- 1. Approved

- c. **Online:** grading and stem; voice thread lecture? VT is an online tool- students view lecture and can post comments

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

- 1. Approved

11. UCC 12-13 099 ART 335 (O & H) MC

- a. Hybrid: T. Haney- Why not retire the current course and make the proposed a new course? They are making several modifications: new course title and course description. May be better for records?

- i. M. Bury- The content is still the same, web design. It is just being updated.

- ii. M. McKellip- If content is just being refreshed then keep it same course number. If students take and pass, they cannot retake.

- iii. SLO's and grading are ok.

iv. D. Hoopes moved to approve. J. Han seconded. M/S/P

1. Approved

b. Online: D. Hoopes moved to approve. Seconded.

i. Approved

12. UCC 12-13 100 ART 341 (O & H) MC

a. Hybrid: J. Davis- Grading and attendance clarification. 8-9 absences= D grade?

i. M. Bury- This is another instructor.

b. Encouraged a department policy on attendance.

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

1. Approved

c. Online: Clarification of grading is needed; 10% attendance just logging on?

i. M. Bury- attendance grade no includes submitting work on time. Explanation is included in the syllabus.

ii. Revise SLO stem. No final grade scale- needs to be included.

iii. D. Hoopes moved to approve. J. Han seconded. M/S/P

1. Approved

13. UCC 12-13 101 ART 342 (O & H) MC

a. Hybrid: Revise SLO's stem.

i. D. Hoopes moved to approve. J. Gasco seconded. M/S/P

1. Approved

b. Online: SLO's stem.

i. J. Davis moved to approve. J. Han seconded. M/S/P

1. Approved

14. UCC 12-13 102 ART 343 RC

a. Approved

15. UCC 12-13 103 ART 344 (O & H) MC

a. Hybrid: D. Hoopes moved to approve. J. Davis seconded. M/S/P

i. Approved

b. Online: DSS Statement- remove room location. Contact phone and website only.

c. Grading policy- Will replace grading with grading scale table for clarification.

d. J. Davis moved to approve. J. Han seconded. M/S/P

i. Approved

16. UCC 12-13 104 ART 345 (O & H) MC

- a. Hybrid: Revise SLO's stem; need grading point conversion scale.
 - i. Lab Hours- says "semester"; should say "week."
 - ii. D. Hoopes moved to approve. J. Davis seconded. M/S/P
 - 1. Approved
- b. Online: Typo- missing the "s" in the title; Revise SLO's stem; grading. Specific software and hardware requirements missing; information needs to be included.
 - i. D. Hoopes moved to approve. J. Gasco seconded. M/S/P
 - ii. Approved

17. UCC 12-13 105 ART 346 (O & H) MC

- a. Hybrid: Revise SLO's stem; need grading point conversion scale. Late work make-up policy was missing. DSS contact information- remove room location; phone and web link only.
 - i. D. Hoopes moved to approve. J. Han seconded. M/S/P
 - 1. Approved
- b. Online: Revise SLO's stem; need grading point conversion scale; DSS contact information- remove room location; phone and web link only.
 - i. D. Hoopes moved to approve. J. Davis seconded. M/S/P
 - 1. Approved

18. UCC 12-13 106 ART 347 (O & H) MC

- a. Hybrid: Revise SLO's stem; 20 hour comment needs clarification.
- b. Grade Criteria- K. Bragg recommended to make a separate document with this information so students can refer to it as needed.
 - i. M. Bury- Typically they have separate grading criteria for each project.
 - ii. J. Gasco moved to approve. J. Han seconded. M/S/P
 - 1. Approved
- c. Online: Grading scale adds up to 110%. Needs to be modified/corrected.
 - i. Approved

19. UCC 12-13 107 ART 348 (O & H) MC

- a. Hybrid: Typo- SLO 3.
 - i. J. Davis moved to approve. J. Han seconded. M/S/P
 - 1. Approved
- b. Online: Typo- SLO 3.

i. D. Hoopes moved to approve. J. Han seconded. M/S/P

1. Approved

20. UCC 12-13 108 ART 443 (O & H) NC

a. Hybrid: K. Chai moved to approve. J. Gasco seconded. M/S/P

i. Approved

b. **Online:** K. Chai moved to approve. J. Han seconded. M/S/P

i. Approved

21. UCC 12-13 109 ART 446 (O & H) MC

a. Hybrid: Revise SLO's stem- change to "utilize." Students are utilizing and existing vocabulary not developing their own. M. Bury will revise.

b. Check the lab hours to make sure they are correct on the syllabus.

i. K. Chai moved to approve. D. Hoopes seconded. M/S/P

1. Approved

c. Online: Revise SLO stem to "utilize"; check lab hours.

d. Students need to turn in assignments at specific times; that is how they account for attendance.

i. K. Chai moved to approve. J. Han seconded. M/S/P

1. Approved

22. UCC 12-13 110 ART 447 (O & H) MC

a. Hybrid: Typo- Office Hours- 2-3 "AM".

b. Grading scale- B and B- are the same points.

c. M. Bury- Will copy and paste a clear grading scale. Textbook- should say "required" rather than "recommended."

i. K. Chai moved to approve. J. Gasco seconded. M/S/P

1. Approved

d. Online: Same changes as hybrid.

e. Typo- Place periods inside the quotation mark.

i. K. Chai moved to approve. J. Han seconded. M/S/P

1. Approved

23. UCC 12-13 111 ART 448 (O & H) MC

a. Hybrid: Rewrite the last SLO to include 'professionalism.' Being on-time is an element.

i. D. Hoopes moved to approve. J. Han seconded. M/S/P

1. Approved

- b. Online: D. Hoopes moved to approve. K. Chai seconded. M/S/P
 - i. Approved

Adjourn

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