

MINUTES

Meeting Date: November 16, 2011

Time: 1:30-3:00pm

Place: BUSN 302

Voting Members and Alternates in Attendance: Chair Hedley Freake, Laura Burton, Eric Donkor, Larry Gramling, David Grant, Richard Rockwell, Ramesh Sankaranarayanan.

Ex Officio Members and Alternates in Attendance: Daniel Doerr, Lynne Goodstein, Margaret Lamb, Maria Martinez, David Ouimette.

Also in attendance: Steve Zinn, Kevin Sullivan.

Meeting called to order at 1:32pm.

1. Welcome

2. Minutes of the October 19, 2011 meeting

Dr. Richard Rockwell moved that the minutes of October 19, 2011 be approved as revised. Dr. Eric Donkor seconded the motion. Motion to approve as revised.

Motion carried.

3. Announcements

3.1. Definitional Matters working draft 10/19/11

The official Definitional Matters draft was circulated to all school and college C&CC chairs. Chair Hedley Freake was notified that the document was formally approved by the School of Nursing C&CC. Also, Chair Hedley Freake attended a CLAS C&CC meeting to clarify questions about the document for its members; CLAS C&CC chair, Dr. Bob Michel, informed him that the CLAS C&CC approved the document. They also noted they were looking forward to further consultation with the UICC as issues that may arise.

No other responses have been received. It was decided that any comments received after today would be forwarded directly to Senate C&CC for their consideration.

3.2. Coordination between C&C committee

Curricular committee chairs met for the first time at end of October to discuss common issues and better coordination between colleges. One of the first issues to be addressed by the group is the need for a common CAR form; a subset of the group met with Dr. Nancy Bull at the end of October to discuss this need.

Currently, the group has no official authority. Dr. Eric Schultz, chair of Senate C&CC, discussed with the Senate Executive Committee the possibility of official recognition by the Senate. The SEC decided that official authority for this group did not rest with the Senate; they recommended the Vice Provost for Academic Affairs as a better avenue.

At present, the Senate Scholastic Standards is considering then-Vice Provost Doug Cooper's request to change the composition of the UICC to include voting staff members and one voting student member. Although the UICC is not a Senate committee, the Senate Scholastic Standards recommended the creation of such a curricular body and its composition. Dr. Larry Gramling reported that the Senate Scholastic Standards Committee discussed the membership issue and will ask the SEC to clarify the Senate's relationship with the UICC.

3.3. Liaison with Provost's Office

Chair Hedley Freake met with Dr. Sally Reis, Vice Provost for Academic Affairs and confirmed that the work of the UICC fall under her portfolio of responsibilities. She is planning to attend the next meeting of the curricular council.

4. Old Business

4.1. Timetable for action

The next step to formalize the UNIV designation is for the Senate C&CC to review the Definitional Matters document.

Dr. Larry Gramling moved to approve the INTD and UNIV sections of the Definitional Matters document and to forward the document to Senate C&CC. Dr. Richard Rockwell seconded the motion.

Motion carried.

Chair Hedley Freake stated that the UICC's task for the rest of the year is to separate existing courses into INTD and UNIV designations based on who is sponsoring each course. He circulated a list of those existing INTD courses likely to be redesignated as UNIV.

Four programs were identified as offering these likely-to-be-UNIV INTD courses: First Year Programs and Learning Communities, Honors, Individualized Major, Senior Year Experience. The UICC will hear from each program this year to make clear how the programs are using the INTD courses affiliated with their program.

Chair Hedley Freake expects that redesignations in the catalog will be made as a blanket group. At the same time as the programs address the UICC, any problems with the courses will be discussed. By the end of the academic year, the plan is to have done all this work and sent a recommendation to Senate C&CC.

Dr. Lynne Goodstein asked for clarification about the nature of the UICC review of program use of courses, in particular, what criteria were being used to assess a program's report document. Chair Hedley Freake responded the UICC review will be akin to regular course review that a curricular committee would perform.

Aside from the slate of courses attached to programs, there are also a few courses not "owned" by any particular group. These courses will be reviewed last.

4.2. Program Reports

INTD 1800 University Learning Skills, First Year Programs

Chair Hedley Freake stated that the issues raised at the CLAS C&CC meeting he attended were that courses should be taught by faculty and the grading basis of courses.

Dr. Steve Zinn, chair of the First Year Programs Oversight Committee asked to hear from the UICC about what it expects of faculty oversight boards for units offering UNIV courses.

Chair Hedley Freake argued that the UICC wishes to create something within programs that is very parallel to what happens in the schools for curricular review. Based on the description given at the last UICC meeting, the FYP is already doing this with the FYP Oversight Committee and faculty review of courses.

Dr. Margaret Lamb stated that the Definitional Matters document approved by the UICC states that programs should have a faculty advisory board to perform curricular review. One of the key things of the UICC review should be whether this board exists for particular programs.

Dr. Richard Rockwell argued that the perception of Sat./Unsat. courses as being inferior to letter-graded courses is inaccurate. There is also research to suggest, he added, that the perception of letter-grades as being a motivating factor for students is not correct. He asked if the rationale offered in the INTD 1800 report for letter-grading and

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the ways in which the grades are assigned appropriate, noting that staff serving as instructors are not trained in grading.

Dr. Steve Zinn responded that the range between an A and a C, which would both count as Satisfactory is too wide and that motivation to learn is not the same as the motivation to do the work. It is valuable, he noted, for students to learn early the consequences of not doing required work. Letter-grading, he added, is a learning tool for students that should not be discounted.

Dr. Steve Zinn also added that there is precedent for non-faculty assigning grades, e.g. Freshmen English sections taught by graduate assistant. The FYP Oversight Committee has created training for instructors and recommendations for assignments, rubrics for those assignments, and rubrics for grades. Staff teaching INTD 1800 sections are being trained to assign grades and the FYP Oversight Committee oversees teaching and grading.

Dr. Maria Martinez added that the FYP has looked at other 1 credit courses across the university and the grade distribution in those courses is similar to that of INTD 1800.

Dr. Lynne Goodstein argued that if students are producing work that can be evaluated, this is an argument for letter-grading. Letter-grading allows for fine-grained differentiation, while Sat./Unsat. grading is more appropriate for the courses where work cannot be differentiated, like an internship.

Dr. Eric Donkor stated that all grades should have a final faculty review and asked if this was happening across the university. Chair Hedley Freake stated that he will try to find the answer to this question and share any information at the next meeting.

Chair Hedley Freake asked that any request for items that should be addressed by the FYP at the next meeting should be emailed to him.

5. New business

5.1. Course Proposals

5.1.a. UNIV-type INTD 2XXX: PA2SS Program, Mentoring African American Students
African American Cultural Center, letter-graded, 1 credit

This proposal was initially reviewed by the UICC at the October meeting. At that time, members called for several changes to the proposal. The updated proposal includes those changes, including an abbreviated catalog copy, a shortened title, and adding that the course may be repeated for up to 4 credits.

Motion to approve the course as proposed. Motion seconded.

Motion carried.

5.1.b. UNIV-type INTD 2XXX: Tutoring Principles for Quantitative Learning
Q Center, S/U graded, 1 credit

This course has been offered in the past as INTD 3995 Special Topics. It has exhausted being offered as a special topics course. The course is intended for Q Center tutors and is sponsored by the Q Center but taught by faculty with joint appointments.

Dr. Richard Rockwell moved to approve the course. Dr. Laura Burton seconded the motion.

Motion carried.

5.1.c. INTD 1998 Variable Topics Seminar, Section title: The Holster First Year Project
Office of National Scholarships, S/U graded, 1 credit

This course is taught to a group of first year students, Holster Scholars, chosen to participate in research. The Spring course is designed to help them plan their research project for the upcoming summer, identify their faculty mentors, create a cohort, and explore intellectual matters more generally as high-achieving Honors students. This course successfully facilitated student to their research and faculty mentors.

Dr. Lynne Goodstein that by the time students are selected as Holster Scholar, they have, for the most part, already identified their faculty mentors, although it may not be formal.

Dr. Larry Gramling moved to approve the course. Dr. Eric Donkor seconded the motion.

Motion carried.

The next UICC was scheduled for Wednesday, December 7, 2011 1:30-3pm room TBD.

Meeting adjourned at 3pm.

Respectfully submitted,
Anabel Perez
IISP Administrator