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COMMITTEE ON THE UNDERGRADUATE CURRICULUM (CUC)
Second Meeting/2011-12 Academic Year
October 13, 2011
Approved

PRESENT: G. Aase (BUS/OMIS, acting chair), D. Ballantine (LAS/CHEM, for M. Lenczewski), A. Birberick (Vice Provost, ex officio), J. Gray-Stanley (HHS/NUHS), O. Najjar (LAS/COMS/UCC), B. Pitney (EDU/KNPE), F. Solares-Larrave (LAS/FL--), R. Tatara (EET/TECH), A. Ward (LAS/POLS)

CONSULTANTS: D. Smith (Catalog Editor/Curriculum Coordinator)

GUESTS: Karen Hovde and Nestor Osorio (University Libraries)

APPROVAL OF AGENDA

Aase asked that New Business item, UNIV 105 be considered first to accommodate the guests in attendance. Pitney made a motion, seconded by Gray-Stanley, to APPROVE THE AGENDA AS AMENDED. Motion passed unanimously.

ANNOUNCEMENTS

1. Approval of minutes from the September 8, 2011, meeting.
2. Items previously in Section B, now reported for inclusion in the catalog (Section C).

CONSENT AGENDA

Pitney made a motion, seconded by Solares-Larrave, to APPROVE THE CONSENT AGENDA. The motion passed unanimously. The following college minutes with no undergraduate-level curricular items were so received.

College of Education #1

The following college minutes with undergraduate-level curricular items were so received.

College of Business #1
College of Business #2
College of Engineering and Engineering Technology #2
College of Health and Human Sciences #1
College of Health and Human Sciences #2 (pending APASC approval)
College of Health and Human Sciences #4 (pending APASC approval)
College of Liberal Arts and Sciences #1

COLLEGE MINUTES AND OTHER CURRICULAR ITEMS FOR DISCUSSION

In these minutes are new courses on page 1. Aase noted that the use of a letter in a
Engineering and Engineering Technology #1

Course number is acceptable; this was confirmed with Registration and Records. Also, the U is consistent with other courses in this department. Ballantine made a motion, seconded by Solares-Larrave, TO APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF ENGINEERING AND ENGINEERING TECHNOLOGY #1 (September 7, 2011). Motion passed unanimously.

College of Health and Human Sciences #3

It was noted that APASC did not approve the certificate proposals for lack of rationale for the 2.50 GPA requirement per APPM guidelines. Birberick added that the school was told that this rationale could be a single sentence, for example that the GPA is required by the accrediting body. She pointed out that there are two Certificate of Undergraduate Study proposals and the 2.50 GPA is in both. Ballantine made a motion, seconded by Solares-Larrave, to APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #3 PENDING APASC APPROVAL. Pitney asked about the five-year requirement for completion and Aase responded that that is required by the APPM. Motion passed unanimously.

College of Health and Human Sciences #5

New courses on pages 2 and 5 were pointed out. Aase also pointed out the revisions on pages 3 and 4 and that the C or better language in the highlighted language on page 4 is a restructuring of requirements on page 3, so there is no need for those items to go to APASC. Ballantine made a motion, seconded by Gray-Stanley, to APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF HEALTH AND HUMAN SCIENCES #5. It was clarified that a department can make the C or better determination if they have the proper rationale and then that proposal also goes to APASC for that committee’s approval. Regarding PHHE 409X, Gray-Stanley confirmed that it is associated with the other courses and there will also be a similar course taught at the graduate level. Motion passed unanimously.

OLD BUSINESS

1. Adding/deleting courses from another college/checking on course capacity. Aase noted that Lenczewski was to prepare a form. So, in her absence, discussion on this item will be postponed until the November 10 meeting.

2. Double major; major/minor/certificate requirements; APPM revisions. Aase explained that this will not be discussed further until data can be collected and more time can be dedicated to the discussion. Ballantine made a motion, seconded by Solares-Larrave, that THIS ITEM SHOULD BE TABLED UNTIL THE SPRING 2012 SEMESTER. Motion passed unanimously.

3. College of Liberal Arts and Sciences #12 (AY 10-11), pages 2-5, 7-10 (pending APASC and GEC approval). Tabled for a number of issues with the Philosophy curriculum.

   a. Definition of corequisite was clarified; it is a course that it taken simultaneously or prior
to the course for which it required. It was noted that in correspondence with the college about the tabled items from Philosophy, the definition for corequisite was incorrect.

b. Committee members were provided with a memo from the chair of the Department of Philosophy, as well as the initial course proposal for PHIL 495, and verification of nonduplication for PHIL 301, PHIL 450, and PHIL 464. The memo explains the department’s rationale for having “junior” in the title for PHIL 301; that the primary audience for this course is juniors. However, they do not want “junior status” as a prerequisite, because a student at any level may take the course. There was some discussion regarding why they even needed junior in the title as the 300-level course number already indicates that, and that their rationale isn’t consistent with the title. Ballantine made a motion, seconded by Tatara, to APPROVE THE UNDERGRADUATE CURRICULAR ITEMS IN COLLEGE OF LIBERAL ARTS AND SCIENCES #12 (4/13/11) PENDING APASC APPROVAL. There was further discussion that having Junior in the title will mislead other students that they cannot take the course. There was also a suggestion that the title should be “Junior Philosophical Writing Seminar,” but it was noted that the content of a writing course is implied when it’s offered by a specific department, and that the description also further explains what the course is about. **Motion passed unanimously.**

NEW BUSINESS

1. Meeting materials. Birberick explained that an online approval process is being developed after the curricular deans met this summer and requested a way to streamline the curricular process. Graduate School Dean Bond offered the assistance of the Graduate School’s manager of information systems, Eric Biletzky, to develop such a process. After researching a number of methods and/or software packages, Biletzky developed a process in Novell Vibe. Anyone who is given access to the system (from faculty at the department level through the CUC and GCCC) will be able to view materials and vote in favor or against, and if against, enter what the issue is. There will also be a capability of some online discussion prior to the official CUC meeting. Details are being worked out and training will be done at the end of the fall 2011 semester and at the beginning of the spring 2012 semester and the process will be in place for spring 2012, where the bugs can be worked out during a time when there is less curriculum to consider. Pitney reported that the College of Education has already gone to a paperless system for their curriculum process.

2. Bylaws revision to add a representative from CITC (Committee on Initial Teacher Certification) as an ex-officio member. The rationale for the change is included. There was discussion as to why this is a non-voting member and it was noted that it is more difficult to add a voting member because the voting members are typically determined by the colleges. Gray-Stanley made a motion, seconded by Solares-Larrave, to APPROVE THE REVISIONS TO THE BYLAWS OF THE COMMITTEE ON UNDERGRADUATE CURRICULUM. **Motion passed unanimously.** (See Attachment A.)

3. New course: UNIV 105. Introduction to Library and Information Research. Aase reminded CUC members that the CUC is the curriculum committee for interdisciplinary courses like this one and that this is the first reading for this proposal. Osorio reported that a study by Illinois librarians found
that students do not know how to use libraries properly, and this was the motivation to develop this course. He added that the library has enough staff with the proper expertise to teach the course, as well as several smart classrooms that hold up to 30 students. The course is mainly geared towards freshmen, but would be open to all students. Najjar agreed that such a course is needed and asked about the rigor. There used to be a similar course available, but she found that she still needed to provide her students with additional coursework on using the library. Hovde responded that this is a 12-week course, with one week devoted to researching books, and the other time devoted to researching online materials. The number of assignments (two long, writing assignments; plus weekly assignments) was clarified. It was also noted that there would be a lot of hands-on activities. Najjar asked about offering it as an online course and Hovde said that they are just going to try it as a face-to-face course until they have an idea of the demand for the course. Osorio stated that once the course is approved, the next step for his committee is to further develop the activities and hands-on experience as well as marketing. Birberick told Hovde and Osorio that the course description in the syllabus needs to read “S/U grade” not “Pass/Fail grade” since Pass/Fail is no longer a grading option, and to match the description in the proposal. Aase asked if they had a goal for enrollment and Osorio said they did not, but they plan on offering 10 sections (6 in the fall, 3 in the spring, 1 in the summer) with 20-30 students in each. Hovde added that they already have programs in place for a number of courses such as ENGL 104 and UNIV 101 and that UNIV 105 will be for the students who aren’t getting the library instruction through those courses. Aase asked CUC members to let Smith know if they had any concerns, comments, or corrections prior to the next CUC meeting (November 10).

A motion was made and seconded TO ADJOURN THE MEETING. Motion passed by acclamation.

The meeting was adjourned at 1:20 p.m.

The next meeting will be November 10, 2011, 12:30, Altgeld 225.

Respectfully submitted,

Donna M. Smith
ATTACHMENT A

COMMITTEE ON THE UNDERGRADUATE CURRICULUM (CUC)
(Bylaws, Article 14.64)

Membership of CUC

A. The Committee on the Undergraduate Curriculum shall consist of the following members:

One faculty representative, from the Undergraduate Coordinating Council (UCC), shall be chosen by the faculty of the Undergraduate Coordinating Council;

One faculty representative shall be appointed by the curriculum committee of each undergraduate degree-granting college except the College of Liberal Arts and Sciences;

Three faculty representatives shall be appointed by the curriculum committee of the College of Liberal Arts and Sciences, to represent the areas of the humanities, social sciences, and the other sciences;

Two student members shall be selected by the Committee On the Undergraduate Curriculum (CUC) from nominees submitted by the student advisory committees of the undergraduate degree-granting colleges;

The vice provost responsible for undergraduate education shall be an ex officio, nonvoting member.

One member from the Committee on Initial Teacher Certification (CITC), appointed from that body, shall be a nonvoting member.

Faculty shall serve three-year staggered terms.

Students shall serve one-year terms.

RATIONALE: CITC is requesting a seat on the CUC to be formally recognized in discussions regarding curriculum that deals with initial teacher certification. With this change, CITC would be ceding formal curricular authority for those curricular items, but due to the teacher certification accrediting body (NCATE), there still needs to be a formally recognized procedure for reviewing curriculum related to teacher certification.