

Core Curriculum Oversight Committee

Date: Friday, February 8, 2019

Time: 10:30 a.m. – 12:00 p.m.

Meeting Location: Chancellor's Conference Room, LSC, 14th Floor

Attendance: Ruben Anguiano, Sondra Bland, Michelle Carpenter, Andrea Falcone, Jeff Franklin, Antwan Jefferson (chair), Christine Martell, Sandra Quinn, Kim Regier, Brian Schaeffer, Mary Lee Stansifer, Kat Vlahos, Gregory Walker, Mary Baitinger (recorder). Not Present: Bassem Hassan, Nimol Hen, Alana Jones, Craig Lanning.

Agenda and Minutes

1. Announcements

- Minutes of 12/14/18

Vote: 8 voting members approved.

- Mark Wylie Student Petition – As chair of the CCOC, Antwan approved the requested waiver of English 1020 and 1030, as the student has an undergraduate and Masters degree, even though both are more than 20 years old.
- English 1601 Title Change (from Telling Tales: Narrative Art in Literature and Film to Storytelling: Literature, Film & Television) – Antwan approved this request, as departments or academic units sometimes change course titles to attract student interest in the course.
- English 2600 Title Change (from Great Works in British and American Literature to Literary Classics) – Antwan approved this request, as departments or academic units sometimes change course titles to attract student interest in the course.
- Core Course Evaluation Form – this was updated in January 2019 from its earlier publication in 2015, as the attendance policy and Early Alert policies had vague wording. A brief discussion ensued regarding the definition of Critical Thinking used on the evaluation form, and members were directed to the CCOC website's and definition provided by AACU, which is also provided to chairs and departments when crafting their syllabi.
- Revisions to Core Course Submission – RLST 4250 to RLST 3800 – RLST 4250 was submitted as consideration for a core course to the CCOC in November 2018, and the group questioned whether a 3000 level core course would attract more students. The department agreed and updated the syllabus to reflect the other suggestions provided by the CCOC.

Vote: 8 voting members approved (1 abstention) to change number from RLST 4250 to RLST 3800.

Vote: 8 voting members approved (1 abstention) to approve RLST 3800 syllabus as a whole.

2. New Business

- FYE proposed WGST 1111 for Fall 2019 – this course was sent for an e-mail vote prior to this CCOC meeting, due to additional FYE syllabi and core review of syllabi occurring simultaneously in the next two months. A majority vote was not collected electronically, so the meeting further discussed the syllabus and the First Year Experiences Program as a whole. From the feedback collected during the electronic voting period, Christy Heaton, Director of First Year Experiences, updated the syllabus and also came to the meeting to answer any questions. Topics discussed included: Is the theme of the class appropriate for first year students; contractual agreements between the student and instructor if the syllabus indicates a “subject to change/modification” in its wording; room optimization and need to review FYE syllabi prior to the end of spring semester; transition-to-college skills embedded in the course; and more transparency in grading. The CCOC requested an overview document of the First Year Experiences program syllabus parameters, so that when future syllabi are being reviewed they will have these guidelines available. Christy indicated that 3-4 additional syllabi will be ready for the CCOC to review in March, subject to each individual department chair’s prior approval.

Vote: 9 voting members approved WGST 1111 for the FYE program.

- Core Course Submission – MKTG 4200/INTB 4200 – International Marketing – This core knowledge area, International Perspectives, was submitted by Mary Lee Stansifer on behalf of the Business School. The CCOC found its content aligned with the core requirements and is the first upper division business course submitted by the school.

Vote: 9 voting members approved (1 abstained) for inclusion of MKTG 4200/INTB 4200 into the core.

- Core Course Submission – LDAR 1015 – Engaging Landscapes for Wicked Change – This syllabus was submitted for the Arts core knowledge area. The CCOC found its content needed some modification. Comments included:
 - Is this an Arts core class or perhaps Natural and Physical Sciences?
 - How is “art” defined?
 - Learning Outcomes, no matter the core area chosen, should be included in the syllabus.
 - Percentages add up to 110%, so they should be adjusted.
 - Re-examine the 40% attendance in the syllabus – will students be able to accomplish this?
 - More classes from Architecture and Landscape Architecture are welcomed in the core (very popular courses).
 - How is the title of the course defined within the context of the class? What is wicked change? Is it good or bad? This is not clear.
 - Are landscape issues cultural problems, and why?

- If this course name is used on a student's transcript, how will other universities view it as a transfer course?
- Eventually, the title of the course will be truncated to fit the catalog. What wording will be used for this?

Action: The CCOC requests revisions of LDAR 1015 before resubmitting to the CCOC and a final vote taken.

- International Perspectives Pre-Approval Process and Foreign Language Requirement – Mary Lee Stansifer, CCOC member, asked for a definition of what counts as an IP course, especially those offered in the Maymester and whether it being taught in England in the English language would count. The statement Mary Lee reviewed and discussed with the group was from 2015 on the CU Denver webpage, and the most recent course catalog description of Maymester classes (18-19) cites language that includes the definition of Maymester and what types of courses count.

Action: Brian Schaeffer of the Registrar's Office will bring a definition to share with the CCOC. If needed, Jeff Franklin will draft additional wording and submit to the group to review.

- Additional Item Not On Agenda – CCOC Core Review of Natural & Physical Sciences – Mary Baitinger passed out copies and details of the spring CCOC review, which are due on March 8. This is the largest group of syllabi that will be reviewed, with an average of 7-8 syllabi (class and labs). It was decided that labs should include their own learning outcomes, even though they are attached to a particular course. For future N&PS reviews, the syllabi will be configured in a different manner, in an effort to reduce the number of times that labs associated with courses are reviewed. One CCOC member received her own syllabi to review, and these were swapped with another member.
- Additional Item Not On Agenda – Time utilization outside CCOC meetings and voting versus non-voting members – Antwan emphasized the importance of honoring members' time outside of scheduled CCOC meetings and being mindful not to have additional work, if at all possible. He would also like feedback from voting and non-voting members, as input from both sources for syllabi and other CCOC matters is important. Article 15 of the CCOC Policies and Procedures provides a guideline of eight items that reviewers can utilize as a point of reference. Having additional guidelines, such as the FYE overview of program core courses, will be helpful for members as well.