

# Core Curriculum Oversight Committee

**Date:** Friday, March 8, 2019

**Time:** 10:30 a.m. – 12:00 p.m.

**Meeting Location:** Chancellor's Conference Room, LSC, 14<sup>th</sup> Floor

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

## Agenda and Minutes

1. Opening and Minutes
  - Minutes of 2/8/19

**Vote:** 9 voting members approved and 1 abstained (did not see the syllabus).

2. Announcements

- LCRT 2000 Title Change – The instructor asked to revise the title only, as part of adapting the course to literacy and culturally responsive teaching. As chair, Antwan approved on behalf of the CCOC.

3. Old Business

- LDAR 1015 – Wicked Change – This course was submitted to the CCOC for review in February, 2019. The committee recommended changes, Antwan provided these to the instructor, and the course is now presented for a final vote. Related to this course and others submitted for consideration, the CCOC discussed how teaching writing and critical thinking is integrated (or not), writing an effective syllabus, course objectives, and making sure the syllabus itself reflects the proposal objectives. The CCOC requested Antwan inform the instructor to further revise and make the current learning objectives stronger. Antwan will review the final copy and move the course forward for the Fall 2019 core list, based on the vote taken today.

**Vote:** 6 voting members approved LDAR 1015 for the core.

- Updates from FYS – FINE 1111 – This agenda item is an update. Based on CCOC feedback Antwan provided to Christy Heaton, Director of First Year Experiences, corrections were made to the syllabus. Antwan then approved the course on behalf of the CCOC, and it will be taught in the Fall of 2019. Christy also provided guidelines to

the CCOC that reviewers can utilize in the future when reviewing the parameters of FYS course content. The CCOC requested that the FINE syllabus further incorporate more action words in the Learning Objectives and check for any misspelled words. Antwan will pass this information on to Christy.

- Review of CCOC Core Syllabi (Natural and Physical Sciences) – Mary reported a few individuals have not yet turned in their reviews, and she will follow up with them. Scores and comments will be shared by Antwan with the chairs of each department. If Mary needs additional information about the reviews themselves, she will contact CCOC members directly.

#### 4. New Business

- FYE/FYS Courses – Christy Heaton provided three FYS courses for CCOC review. These will be taught Fall 2019 and need to be approved by March 15, in order to meet classroom scheduling deadlines. Comments by the committee include:
  - ARCH 1111 – The City Beautiful – The material in pages 5-7 is very generic and more appropriate for the instructor rather than the students; parts of the syllabus are inconsistent for the needs of the students; a boiler plate of a “good” syllabus should be given to instructors to follow when creating a new one for consideration by the CCOC (such as GEOG 1111); what happens to students’ grades when they don’t participate – not clear; some paragraphs are left hanging and there seems to be missing material; student challenges with writing are punted to the Writing Center—how will the instructor deal with teaching writing; the introduction is strong, but the rest of the syllabus needs revision to reflect this throughout; how is critical thinking defined; and better articulation is needed of what is expected of the students.
  - HDFR 1111 – You Got This: Learning to Lead – Course Learning Objectives and course LO seemed awkward in the order presented; alignment issues with the syllabus as a whole; policy should be clearer about attendance and grade reductions; and attendance policies do not meet university standards.
  - GEOG 1111 – The Ethics of Modern Zoos – Interesting class; good syllabus; class is student-centered; the format of this syllabus should be used as a sample for other syllabi writers; and attendance should be integrated into the grading scale, if it is required.

**Action:** For ARCH 1111 and HDFR 1111, Christy will be asked to make the updates listed above. When completed, Antwan will approve both courses on behalf of the CCOC.

**Vote:** For GEOG 1111, 10 voting members approved and 1 voted against this syllabus, with no corrections needed.

- HDFR 1080 – Lifespan Issues in Family Violence – Ruben, along with the instructor for the course, provided the purpose of the class and need to present this information early to students in their academic careers. Comments by the CCOC committee included: Scaffold the writing experience, build up ideas, revise and develop own ideas for the critical thinking component; content of course seems graduate-level—how will

the instructor modify the material for first year/freshmen students; add additional self-help resources to syllabus, such as the Phoenix Center; self-help resources should be talked about in class, as well as on paper; are there learning outcomes to course objective connections; provide timelines for writing and how feedback will be provided; and think about ways to increase participation and knowledge (i.e. exit tickets).

**Vote:** 10 voting members approved and 1 voted against LDAR 1015 for the core.

- MATH 1060 – Finite Math – This course, provided by the Business School and Math Department, will replace MATH 1080, which was deactivated Fall 2018. Jeff Franklin provided the history of how this course was created and its content (discreet applications from different math areas). It is not restricted to Business majors, but students from this discipline will be required to take it. Math 1060 will not overlap with any existing courses, and those transferring in similar courses will get CU Denver credit for the math requirement, rather than just credit towards graduation.

**Vote:** 10 voting members approved and 1 abstained (could not find syllabus) MATH 1060 for the core

- GEOG 3411 – Globalization and Regional Development – This course, if approved, will be placed in the International Perspectives core area. Comments by CCOC members include: Links needed to the policies listed; should there be a prerequisite for the course – if not, then wording needs to be clearer; course will need to be renumbered, if approved; no rubric or writing center requirement; critical thinking is present but difficult to find; the syllabus course is international but then focuses on regional US development (large to small scope); in order to be approved, this course would need more international perspectives; wording, “Failure to meet course expectations will result in a reduced grade” is vague and should be clarified to state how this reduction will be calculated; and including assignments in the weekly schedule would benefit the students.

**Vote:** 10 voting members approved and 1 voted against GEOG 3411 for the core, pending the instructor makes the changes requested by the CCOC (Antwan will provide these changes and assess if they are acceptable when a revised syllabus is returned to him).

- FINE 4775/5775 – Asian Art, 1850 to Now – This course, if approved, will be renumbered to 3775 and placed in the International Perspectives core area. At present, CAM students must take another lower-division course before taking 4775. But if approved by the CCOC as 3775, the pre-requisite will be removed. Comments by the CCOC include: The instructor, Yang, is excellent at teaching writing to students; critical thinking is evident in syllabus but not articulated and should be strengthened; attendance is connected to course content and students should be attending class; two attendance policies are listed, and there should only be one; wording in the participation section, “mentally engaged and verbally expressive” could be subjective; instructor information is missing; and Early Alert is missing.

**Vote:** 10 voting members approved and 1 voted against FINE 3775 for the core, pending the instructor makes the changes requested by the CCOC (Antwan will provide these changes and assess if they are acceptable when a revised syllabus is returned to him).