

# Core Curriculum Oversight Committee

**Date:** Friday, November 13, 2015

**Time:** 1:30-3:00 p.m.

**Meeting Location:** Alumni Conference Room, LSC, 14<sup>th</sup> Floor

**Attendance:** Sheryl Coffey, Manuel Espinoza (chair), Jeff Franklin, Carol Golemboski (interim chair), Kent Homchick, George Kacenga, Hans Morgenthaler, Craig Lanning, Candice Shelby, Mary Stansifer, Tammy Stone, Mary Baitinger (recorder)

## Agenda and Minutes

### 1. Announcements/Updates

Individuals introduced themselves and discussed the voting procedures for the group and how a 2/3 supermajority would be required if a voting member from each college is not present. Mary Baitinger will solicit CCOC members to determine a spring semester meeting schedule.

### 2. Approval of minutes from October meeting

These were approved by the voting members. The group questioned the location of the student petition materials on the web that the CCOC reviews when a request has been made, as it has been perceived that these documents are not easy to find. Carol clarified that Manuel contacted the October petitioners about their request for course approvals, and these individuals will be submitting their revised syllabi at a future meeting.

### 3. Revisiting Student petition – William Mundo

This item was re-reviewed with supporting documents, as the student needs to register for spring 2016 classes. Although the course syllabus was not attached as requested, the group responded favorably to Mundo's educational and substantive experience as a whole. The group unanimously approved the petition with the understanding that he will be receiving proficiency credit only for the core requirements.

**Action Item:** Approval of student petition. Manuel will contact the student directly with the CCOC results.

### 4. Review of CCOC Core Composition Policy Reform documents

The Engineering Option #3 was revisited and its merits compared to the initially approved document (Option #1) Core Composition requirements. Discussion points included: Lower division versus upper division courses; the burden on engineering professors to teach writing; three course requirement; transfer student competency and how their previous courses match or are accepted with the CU requirement; taking composition courses within the first 30 credit hours; a mechanism to place out of writing courses but no resources to fully administer; departments capped by credit hours towards their degree; different departments' solutions to meet requirements; and the idea of a faculty-wide vote to solve the option choice situation. Because there are new CCOC members who did not craft options 1 and 2, it was suggested a representative from composition department provide his or her perspective. If a consensus or solution is not reached, the core composition requirement could be removed entirely from a CCOC decision, and other UE-related projects may be enacted to achieve this goal. This item was tabled, pending a core composition representative to speak with the CCOC.

**Action Item:** Jeff Franklin will reach out to the English Department and invite a composition faculty member to attend the next meeting.

5. Revision of Core Course list and CCOC Bylaws

Core Course List – The CCOC approved to correct the Core Course List for Spring, 2016 which will reflect the changes to PHYS 2311 and PHYS 2331 and programmed in the Degree Audit system, to be accepted in the Biological and Physical Science Knowledge Area with co-requisite lab.

CCOC Bylaws – The CCOC agreed to modify the quorum language, so that for routine business, a minimum of five school or colleges would need to be present, and for major decisions, all seven would need to be represented.

**Action Item:** Jeff Franklin will change the language, and Manuel/Carol will send out a corrected copy for approval.

**Final Result:** Bylaws were accepted by the group at the 12/11/15 meeting – 8 voted yes.

**Additional Item:**

Jeff Franklin provided the background and purpose for taking several historical CCOC documents of policies, procedures and bylaws and bringing them into one draft copy for the group to review and approve. A sample was provided and what has been accomplished thus far by Jeff, Carol and Manuel. Transfer course policies would be an auxiliary document to complement the main one. The old documents will be retired/shelved, deans would eventually receive a new copy of the CU Denver Core Policies and Procedures, and the website updated. This item will be discussed at the next CCOC meeting.

**Action Item:** Jeff will continue bringing documents and language together into one working draft, with assistance from Carol and Manuel. Review of the revised, unified CCOC policy and procedures document commence at the next meeting.