**Core Curriculum Oversight Committee**

**Friday, March 11, 2022**

**10:30am-12:00pm**

**Zoom:** <https://ucdenver.zoom.us/j/95855892511>

**Attended:** Ruben Anguiano, Antwan Jefferson, Joann Brennan, Kodi Saylor, Marlene Smith, Yong Lui, Annie Miller, Kari Campeau, Megan Backstrom, Sandra Quinn, Mark Golkowski , Nicole Leonhard, Kim Regier, Guests: Jennifer Reich and Lara Medley

**Reminder:** Math and Composition Syllabi Review Spring 2022

**Agenda**

1. Approve minutes (document attached)

All approved.

1. Honors Program and Core - Jennifer Reich (“UHL CCOC memo” document attached)

The Honors and Leadership Program would like to submit a few UHL courses for approval to be used for core for transfer students in the UHL program. The courses are not open to all UCD students which is a requirement according to CCOC policies. This would be an exception to the policy. The First Year Seminar program has been working under a similar agreement with CCOC for several years.

Motion: In order to adhere to the precedent for First Year Seminar classes, we will allow the Honors Program to submit UHL classes for approval for specific core areas to allow transfer students to take UHL classes that will fulfill core areas. CCOC will approve courses for a one year period.

CCOC will need to determine a mechanism to review UHL approved courses either as part of our normal syllabi review of specific core areas or as a separate annual report from the UHL Program or some other mechanism to be determined.

CCOC will review CCOC policies and bylaws to discuss needed updates to align our practices with our policies and make changes as necessary.

1. FINE1004 course proposal (6 attachments)

Motion to approve course with revisions requested. Revisions requested: In the course proposal, it is clear that critical thinking is included and it is clear how the core learning objectives will be assessed in the class. But, these are not very clear in the syllabus and would like to see it more explicit.

All approved.

1. Syllabi Review Process (“CCOC Syllabi Review Procedure” document attached).

Approved as a current process with minor edits.

1. Update new Course Proposal Form (“cultural diversity course approval form 2016 edited by Kim” draft attached).

Edits approved to ask faculty to address how they will assess the learning objectives.

1. Update Student Petition Form (“ccoc student petition form 2016 edits by Kim” draft attached) – Kim made a couple edits for review.

Edits approved to ask students to describe how a substitution course addressed the learning objectives.

1. 10 year rule (attached document)

Item was not discussed.

1. Transfer class evaluation for Core – advisor survey draft made

Item was not discussed.