

**MINUTES OF THE
UNDERGRADUATE CURRICULUM COMMITTEE MEETING
May 10, 2016**

Members Present: C. Adler, M. Anderson, T. Barton, J. Cantzler, C. Dominguez, R. Gonzalez, J. Gorsky, R. Kaufmann, J. Kua, B. O'Shea, S. Tammelleo, J. Weyant (sub.), L. Williamson

Meeting materials available at www.sandiego.edu/curriculum/undergraduate-committee/meeting-materials.php

Ron Kaufmann brought the meeting to order at 12:19 pm

Announcements

- **Degree audit treatment of course without fixed numbers in majors and minors**
 - This is a continuation of a discussion from the previous UCC meeting
 - Ron Kaufmann met with Chris Rapp in ITS. The new degree audit system (Degree Works) might be able to handle section-level audits. If that is the case, unique course numbers for courses that currently are taught under Topics course listings might not be necessary in order to enable accurate degree audits. The capabilities of Degree Works will need to be confirmed later.
- **Draft policy regarding deletion of courses that are taught infrequently**
 - Motion by L. Williamson. Seconded by B. O'Shea.
 - Draft language was reviewed in the previous UCC meeting
 - The language was presented to Dr. Tom Herrinton and he viewed it favorably
 - The policy will be incorporated into the College faculty handbook.
 - **Vote 12/0/0 (Motion passed)**
- **Numbering guidelines for course numbered in the 90's (x93-x99)**
 - During the summer, Ron Kaufmann will review all the courses listed in CIM and will note the courses that do not fall within the university's uniform guidance, which is as follows:
 - Course numbers in the 90's will be reserved for particular types of courses. Others can be added as recommended by the task force.
 - x99: Independent Study (199, 499)
 - x98: Internship (298, 498)
 - x97: Techniques (497)
 - x96: Undergraduate Research (496)
 - x95: Thesis/seminar (495)
 - x94: Special Topics (194, 294, 394, 494)
 - x93: Field Experience
 - These guidelines will be brought to the attention of each department.
 - A UCC member brought up the capstone seminar in their area. The department cannot decide what to do with the advanced integration component in the new Core.
 - It was suggested that the department consider separating the capstone into two capstone courses, one with Advanced Integration and one without.

- Ron Kaufmann will review how letters will be included with course numbers in the future. Course attributes, including flags, will be listed in the attributes field, so having a letter associated with the course might be redundant.
- Another UCC member brought up the situation in which the scope of a course might not fit cleanly within a particular designation (e.g., would a practicum be better under 493, field experience, or 497, techniques?).
- It was clarified that the example course titles represent categories and can be modified somewhat to suit the needs of individual departments and disciplines.

New business

- Expedited Actions – Motion to approve by S. Tammelleo, seconded by L. Williamson
 - ITAL 320 – Introduction to Italian Literature and Culture I (pp. 3-5)
 - ITAL 321 – Introduction to Italian Literature and Culture II (pp. 6-8)
 - ITAL 394 – Topics in Language, Literature, or Culture (pp. 9-11)
 - No discussion

No objections. All stand approved. 12/0/0

- Non-Expedited Actions
 - MUSC – Motion to approve by T. Barton, seconded by M. Anderson
 - MUSC 316 – English Diction for Singers (pp. 12-16) NEW
 - MUSC 317 – Italian and Latin Diction for Singers (pp. 17-21) NEW
 - MUSC 318 – German Diction for Singers (pp. 22-26) NEW
 - MUSC 319 – French Diction for Singers (pp. 27-31) NEW
 - MUSC 415 – The Art of Teaching Choral Ensembles (pp. 32-37) NEW
 - MUSC 491 – Music Advocacy and Classroom Management (pp. 38-44) NEW
 - No discussion

No objections. All stand approved. 12/0/0

- PSYC 378 – Motion to approve by C. Adler, seconded by J. Kua
 - PSYC 378 has been taught before as a Special Topics course and is going through the formal submission process.
 - No discussion

No objections. Stands approved. 12/0/0

- THRS – Motion to approve by T. Barton, seconded by B. O’Shea
 - THRS 231 – Christian Changemakers (pp. 55-74) NEW
 - THRS 332 – HIV/AIDS and Christian Ethics (pp. 75-86) NEW
 - No discussion

No objections. All stand approved. 12/0/0

Adjourned 12:36 pm

