

COMMITTEE ON COURSES
OCTOBER 14, 2020
MINUTES

PRESENT: M. Tang, Chair; Q. Chen; W. Chen; S. Dingwall; E. Goodman; W. Gui; A. Loyd; B. Newman;
Z. Qian; Z. Yang

GUESTS: B. Dailey, Registrar; M. Miller, Course Specialist; C. Williams, Library Representative

Chair Ming Lee Tang called the meeting to order at 1:00PM.

Following introductions of Committee members and guests to the Committee, the bylaws of the Committee were reviewed.

The Committee voted to approve the conflict of interest statement for the 2020-2021 academic year.

The Committee voted to approve the minutes from the June 4, 2020 meeting with the correction to add member Zhenbiao Yang to the list of present members.

The Committee reviewed and voted to approve the University Extension course proposals for EDUC X89.1 and EDUC X89.2. The Committee voted to approve the University Extension instructor proposals for the following: Gordillo to instruct EDUC X88.63; Kammert to instruct EDUC X81 & EDUC X87.01; Lossing to instruct SOC X2; Stewart to instruct EDUC X89.1 & EDUC X89.2

The Committee reviewed the course change proposal for ANTH 210A and noted concern that the course syllabus did not include a grading breakdown for the course. The Committee voted to return the proposal and request that the program update the syllabus to include the grading breakdown that was included in the course proposal so that students are aware of how their grade will be awarded for the course.

The Committee reviewed the new course proposal for CS 015 and noted concern that the course's content might potentially overlap with PHYS 050 which has the same course title. The Committee voted to return the proposal and request that the program review PHYS 050 and indicate if there is course overlap.

The Committee reviewed the course change proposal for EE 245/ME 222 and noted concern that the syllabus did not include a description the activities for the required hour of discussion. The Committee voted to return the proposal and request that the program update the course syllabus to include a description of the activities required for the one hour of discussion.

The Committee reviewed the returned new course proposal for ENGL 127SA and noted concern that the proposal includes 1.5 hours of discussion, however, the proposal's justification noted the addition of one hour of discussion. Concern was also noted that the syllabus does not include a description of the extra reading and discussion activities. The Committee voted to return the proposal and request that the program clarify the intended discussion hours and update the syllabus to include the description of the activities needed to fulfill the reading and discussion activities.

The Committee reviewed the returned new course proposal for ENGL 127SB and noted concern that the syllabus does not include a description of the extra reading and discussion activities. The Committee

voted to return the proposal with the request that the syllabus be updated to include description of the activities needed to fulfill the reading and discussion activities.

The Committee reviewed the returned course change proposals for LING 121 and LING 131 and noted concern that syllabi were not included as substantive changes were being proposed. The Committee voted to return the proposals and request that the program update the proposals to include a syllabus for each course.

The Committee reviewed the new course proposal for ME 224 and noted concern with the syllabus as it states the laboratory session is from 2:10 to 3:00PM on Wednesdays despite the proposed laboratory activity being 3 hours. The Committee voted to return the proposal and request that the syllabus be updated to include the correct hours of the laboratory.

The Committee reviewed the course change proposal for PBPL 002 and noted concern that a justification was not provided for the proposed change to activities in the catalog description. The Committee voted to return the proposal and request that the program update the justification section to include the reason for the proposed change.

The Committee reviewed the new course proposal for PBPL 185 and noted concern with the course syllabus section for “required text”. The Committee voted to return the proposal with the request that the section in the syllabus be updated to read “required readings” as the syllabus notes readings other than the text will be required.

The Committee reviewed the new course proposal for STAT 298I and voted to return the proposal and request that the program update the course syllabus to clarify that the written report should not include proprietary information on the company that the student is interning for as this could be a liability issue for the company.

The Committee reviewed the course change proposals for TFDP 166A, TFDP 166B and TFDP 166C and noted concern that the syllabi do not include a description of the activities required for the three hours of reading activity. Additionally, the grading breakdown for the course in the syllabi does not include how the reading activity will be assessed. The Committee voted to return the proposals and request that the department update the syllabi to include a description of the activities for the three hours of reading and include how students will be graded for the reading activity.

The Committee was supportive of the proposal for BUS 181 but noted concern with the statement in the syllabus that make up exams will not be permitted as UCR policy does allow for makeup exams in certain cases. The Committee voted to approve the proposal and send a message to the program to consider removing the statement from the syllabus.

The Committee was supportive of all other proposals assigned for review.

The Committee reviewed the feedback from the Senate Review of the proposed changes to the General Rules and Policies Governing Courses of Instruction. The Committee was appreciative of the detailed feedback. The Chair will work to update the proposal with the recommended changes for the Committee’s review at a future meeting.

The Committee reviewed the revised proposal for a BA+MPP in Public Policy combined five year degree program and voted to support the revised proposal. The Chair will communicate the Committee's support in a memo to the Senate Chair.

The Committee reviewed the proposed changes to Senate Regulation SR 544 and voted to support the proposed changes. The Chair will communicate the Committee's support in a memo to the Senate Chair.

The Committee reviewed the Systemwide Online Degree Taskforce Report and noted concern that that comparisons were made to Arizona State University's (ASU) online degrees as the UC System is very different from ASU. Concern was also noted regarding the resources needed to develop and support online degree programs especially in light of the current budget crisis. The Committee will continue to discuss the report at the October 28, 2020 meeting and finalize a response to the Senate Chair.

With no other business to discuss the meeting adjourned at 3:05PM.

Approved: October 28, 2020

Prepared by: Beth Beatty, Committee Analyst