

COMMITTEE ON COURSES  
JANUARY 13, 2021  
MINUTES

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

GUESTS: B. Dailey, Registrar; J. Palencia-Gutierrez, GSA Student Representative; M. Miller, Course Specialist; C. Williams, Library Representative

ABSENT: W. Chen; S. Dingwall; B. Newman

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

The Committee voted to approve the minutes from the December 9, 2020 meeting.

The Committee reviewed the course proposals for the ANTH 142 (E-Z) segments and noted concern that the course descriptions do not match those found in the ANTH 142 (E-Z) proposal. The Committee asked the Registrar to correct this error by updating the proposals to include the correct course description that is presented in the (E-Z) proposal.

The Committee noted concern that the following courses did include BCH 100H as a prerequisite as it is equivalent to BCH 100, which is a prerequisite for the courses:

BIOL 118; BIOL 122/MCBL 122; BIOL 166; BIOL 171A; BIOL 175

MCBL 121/BIOL 121; MCBL 124/BIOL 124; MCBL 126; MCBL 127; MCBL 129; MCBL 130

PLPA 120L/MCBL 120L/BIOL 120L

The Committee requested that the Registrar update the proposals to include BCH 100H as a prerequisite.

The Committee reviewed the course change proposal for ANTH 142F and noted concern that the segment title does not indicate that the course is about Black business culture and identity. The Committee voted to return the proposal and request that the title be updated to Black Business Cultures and Identity so that students know that the course is not just about business. The Committee approved that the Chair could consider the proposal for final approval when returned to the Committee's CRS queue.

The Committee reviewed the course change proposal for ANTH 142J and noted concern that the evaluation section of the syllabus notes the requirement for two essays, however, three dates are listed. The Committee voted to return the proposal and request that the syllabus be updated to clarify if two or three essays are required. The Committee approved that the Chair could consider the proposal for final approval when returned to the Committee's CRS queue.

The Committee reviewed the course change proposal for BPSC 165/BIOL 165 and noted concern that the CHEM 008A series is listed as a prerequisite for the course as it is a prerequisite for the CHEM 008B series. The Committee voted to return the proposal and request that the proposal be updated to remove the CHEM 008A series as a prerequisite as it is redundant. The Committee approved that the Chair could consider the proposal for final approval when returned to the Committee's CRS queue.

The Committee reviewed the new course proposal for ECON 137 and noted concern that the syllabus could not be opened in certain web browsers such as Google Chrome. Additional concern was noted

with the syllabus as it does not include the activities required for students to complete the three hours of individual study. The Committee voted to return the proposal and request that the syllabus be made compatible with all web browsers and that the syllabus be updated to provide more information on the individual study activity and also provide an update to the week-by-week breakdown to include information on readings and homework assignments.

The Committee reviewed the new course proposal for EE 148 and noted concern with potential content overlap with EE 144/ME 144 and EE 145/ME 145. The Committee voted to return the proposal and request that the program review the courses to determine if there is content overlap.

The Committee reviewed the new course proposal for TFDP 142 and noted concern that the syllabus does not include a detailed description of the course activities nor does the weekly schedule include reading assignments. The Committee voted to return the proposal and request that the syllabus be updated so that students are aware of what activities are required and what the reading assignments will be for each week.

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

The Committee reviewed and was supportive of the proposal for a BS+MS in Microbiology five year degree program. The Committee did note concern that the low GPA requirement of 3.0 for admission to the MS portion of the program is not competitive for a graduate program. The Chair will report the Committee's support and concern in a memo to the Senate Chair.

The Committee reviewed the Committee on Faculty Welfare Campus Climate Survey based on their charge of courses and instruction and had several observations. The Committee recommended that departments and programs work to propose professional development courses for undergraduate and graduate students to record and give official credit to the faculty who are already conducting the work in an informal matter and not receiving credit for it. The Committee noted concern with the findings in section 2.1 of the survey, which concluded that campus administrators' lack of consultation with faculty (regarding funding and hiring priorities, campus growth, allocation of resources, etc.) imperils UCR's research and teaching missions. The Committee noted that the lack of communication from administration to faculty also impacts staff as they work to support faculty and the academic mission of the University. As an example, the Committee noted the negative effect of the recent curtailment between the Fall 20 and Winter 21 quarters, which impacted students as enrollment managers and academic advisers were not available to enroll and advise students on courses for the Winter 21 quarter until the campus reopened on the first day of the quarter. The Committee further observed that the lack of staff welfare impacts both faculty and student welfare negatively. The Committee recommended that staff be consulted with their advice taken seriously for UCR to function more efficiently. Lastly, the Committee strongly recognized the need for campus leadership to support instruction. The Chair will summarize the Committee's observations and recommendations in a memo to the Senate Chair that will be sent to Committee members for review.

The Committee reviewed a memo from the Associate Provost and Director of Evaluation and Assessment proposing the requirement that learning outcomes be included on course syllabi. The Committee discussed the benefits of the proposal and how the practice will benefit students. Members noted that if the proposal were to be approved, faculty would need to be educated on how learning outcomes should be written. The Chair recommended that the proposal be optional, while other members noted that most syllabi do already include learning outcomes. The Committee concluded their discussion and decided to

vote on the issue at the Committee's January 27, 2021 meeting so that all members can review the memo and provide feedback. Additionally, the Committee hoped that the undergraduate student representative will be able to provide feedback on the issue.

With no other business to discuss the meeting adjourned at 2:25PM.

Approved: January 27, 2021

Prepared by: Beth Beatty, Committee Analyst