

COMMITTEE ON COURSES
JANUARY 27, 2021
MINUTES

PRESENT: M. Tang, Chair; Q. Chen; W. 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

ABSENT: 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 January 13, 2021 meeting.

The Committee voted to approve the following University Extension proposals:

- **UNEX XR Course Proposals:** BUS XR020; ENGL XR 012R
- **UNEX XR Instructor Proposals:** Al Fattal to instruct BUS XR010 & BUS XR020; Ali to instruct PHYS XR037 & PHYS XR050; Demir to instruct PHYS XR037 & PHYS XR050; Filane to instruct PHYS XR037 & PHYS XR050; Ignozzi to instruct BUS XR010; Luo to instruct BUS XR010; Mittiga to instruct PHYS XR037; Phan to instruct BUS XR020; Savich to instruct BUS XR 020

The Committee reviewed the course change proposal for CLA 020 and noted concern that the course syllabus is for an online version of the course and the change proposal does not propose an online mode of instruction for the course. Additionally, concern was noted that the justification for the change to the catalog description does not include a reason for the change from one hour of consultation to one hour of discussion. The Committee voted to return the proposal and request that the syllabus be updated to a version for in person instruction or the proposal be updated to note the proposal for online instruction of the course and that the justification for the change to the catalog description to be updated to address the changes being proposed.

The Committee reviewed the course change proposals for EDUC 209 and PBPL 260 and noted concern that a justification was not provided for the proposal to remove the cross listings for the two courses. The Committee voted to return the proposals and request that a detailed justification be provided for the action that specifically addresses the Committee's concerns that the same course will be offered by two different schools.

The Committee reviewed the new course proposal for EE 020A and noted concern that the course's content could potentially overlap with Mathematics courses offered on campus. The Committee voted to return the proposal and request that the department consult with the Department of Mathematics to determine if course overlap is present and to provide a statement of content overlap if it is present.

The Committee reviewed the new course proposal for PBPL 235 and noted concern that the course syllabus does not provide enough work to fulfill the proposed three hours of extra reading. However, the Committee did note that there is enough work described in the syllabus to fulfill the requirements for a four-unit course. The Committee voted to return the proposal with the recommendation that the program consider updating the catalog description so that it requires one and half hours of extra reading

and one and half hours of term paper. The Committee approved that the Chair could consider the proposal for final approval once returned to the Committee's CRS queue.

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

The Committee continued their discussion and review of a memo from the Associate Provost and Director of Evaluation and Assessment proposing the requirement that learning outcomes be included on course syllabi. Members noted support for the proposal but concern that the administration did not consult with the Colleges and Schools regarding the request. Concern was also noted by members that the campus does not have clear guidance for faculty to develop learning outcomes. The Committee recommended that the Office of Evaluation and Assessment work to develop guidelines for faculty to provide guidance for the development of learning outcomes. The Committee voted to support proposing an update to the Committees General Rules and Policies Governing Courses of Instruction. The proposed change will be sent to the Senate Chair for Senate review and consideration of approval by the Division.

The Committee reviewed a request from guidance from the Registrar regarding the Department of Philosophy's request to include "one course in Philosophy" as a prerequisite for their upper division courses, which would include all lower and upper division Philosophy courses. The Registrar advised that this action would be unique and set a precedence as current policy requires courses to list all prerequisite course numbers. Additional concern was noted regarding the management of broad statements and how they will be updated when new courses are approved. The Committee discussed the unique proposals of including all lower division and upper division courses as a prerequisite as it infers that course content does not build by courses taken. The majority of members voted to advise the Registrar that Philosophy should define the prerequisites for each course by adding each course prerequisite number to the CRS Course Prerequisite filed, which is the standard policy for all courses at UCR.

With no other business to discuss the meeting adjourned at 2:50PM.

Approved: March 10, 2021

Prepared by: Beth Beatty, Committee Analyst