

COMMITTEE ON COURSES
MARCH 10, 2021
MINUTES

PRESENT: M. Tang, Chair; Q. Chen; W. Chen; S. Dingwall; 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: B. Newman

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

The Committee voted to approve the minutes from the January 27, 2021 meeting.

The Committee discussed the mode of instruction for courses to be offered in Fall 21. The Committee confirmed with the Registrar that courses identified as needing to be taught remotely due to COVID-19 implications will be able to be offered without needing the Committee on Courses approval. However, if a course is not designated in the emergency category for remote instruction and an instructor wishes to offer the course online, a proposal needs to be submitted to add an online section of the course if it has not already been established. The Registrar reminded the Committee of the difference between courses offered remotely and online.

The Committee voted to approve the following University Extension proposals:

- **UNEX XR Course Proposals:** ENGL XR012I; ENGL XR012K; ENGL XR012M; ENGL XR012O; ENGL XR022; ENGL XR023
- **UNEX XR Instructor Proposals:** Enriquez to instruct ENGL XR012R; Singh to instruct PHYS XR037; Sullivan to instruct ANTH XR001

The Committee noted concern with the UNEX proposal for Franco Iglesias to instruct PHYS XR037 as the proposed instructor had not yet received a graduate degree. The Committee recommended that University Extension be asked to provide additional information to justify the proposed instructor's qualifications to instruct the course.

The Committee reviewed and supported the restore proposals for ANTH 114A, ANTH 114B and ANTH 114C. However, concern was noted that the prerequisite statement for consent of instructor differed. The Committee voted to approve the proposals and ask the department to confirm if they intended to have different prerequisite statements for the courses.

The Committee reviewed the course proposals for CPLT 027/MCS 036, FREN 045/MCS 045, and KOR 047/MCS 047/AST 047 and noted concern that the syllabi do not include a description of the activities to fulfill the discussion requirement. The Committee voted to return the proposals and request that the syllabi be updated to include a description of the discussion activity. The Committee approved that the Chair could consider the proposals for final approval once they are returned to the Committee's CRS queue.

The Committee reviewed the course change proposal for ECON 205A and noted concern that the course syllabus does not include an outline of the activities and readings by week. The Committee voted to return the proposal and request that the syllabus be updated to include a weekly breakdown. The Committee approved that the Chair could consider the proposals for final approval once they are returned to the Committee's CRS queue.

The Committee reviewed the course change proposal for EDUC 184 and noted concern that the syllabus notes that the discussion activity is optional, while the proposed catalog description requires one hour of discussion. The Committee voted to return the proposal with a request for the School to update the syllabus to require the discussion or update the course activities to replace the one hour of discussion with an activity that matches the requirements of the course.

The Committee reviewed the new course proposal for ME 221 and noted concern that the course's content could potentially overlap with EE 145. The Committee voted to return the proposal and request that the department review EE 145 and update the proposal to note if course overlap is present.

The Committee reviewed the returned new course proposal for TFDP 142 and noted concern that the syllabus still does not include detailed descriptions of the course activities and assignments. The Committee voted to return the proposal with the request that the syllabus be updated to clearly describe the course activities and assignments. The Committee approved that the Chair could consider the proposal for final approval once it is returned to the Committee's CRS queue.

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

The Committee reviewed the draft strategic plan for UCR based on their charge of courses and instruction. The Committee noted concern that the strategic plan does not include a plan to increase resources and hire staff and faculty to support many of the plan's proposed actions including the growth of online teaching and remote learning experience, increase of student enrollment, and growth of Masters programs. The Committee recognized that the strategic plan is an aspirational document but also commented on the importance of a tangible commitment to achieve the recommended plan. The Committee recommended that the strategic plan be updated to provide clarification and the rationale for the recommended growth of Masters programs and how they will benefit the campus. The Chair will draft a response to the Senate Chair noting the Committee's concerns and recommendations that will be sent to members for final review by email.

The Committee reviewed the Ad Hoc Committee on the Evaluation of Faculty Teaching's final report and were supportive of the report's recommendations. The Chair will report the Committee's support to the Senate Chair.

The Committee reviewed and supported the revised proposal for the formalization of the Division of Undergraduate Education. The Chair will report the Committee's support to the Senate Chair.

The Committee reviewed and voted to approve the requests for the establishment of ESST (Environmental and Sustainability Studies) and HQST (Health Equity Studies) subject codes.

With no other business to discuss the meeting adjourned at 2:35PM.

Approved: April 21, 2021

Prepared by: Beth Beatty, Committee Analyst