

COMMITTEE ON COURSES
APRIL 21, 2021
MINUTES

PRESENT: M. Tang, Chair; Q. Chen; W. Chen; 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; E. Goodman (on leave); B. Newman

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

The Chair reminded the Committee to review the UNEX proposals assigned to the Committee for review on the Committee's Google drive by April 23, 2021.

The Committee voted to approve the minutes from the March 10, 2021 meeting.

The Committee reviewed the memo from the Department of EEOB requesting that the Committee review the course change proposal for EEOB 215 without a syllabus as the change only reflects a renumbering of a prerequisite course. The Committee was supportive of the request and course change proposal for EEOB 215.

The Committee reviewed a memo from Graduate Council regarding concerns with several graduate level Electrical Engineering courses. The Committee was supportive of the course change proposals but did recommend that course change proposals for already approved courses that have documented overlap be updated to include the changes in the prerequisite statement. The Chair will send a memo to the department requesting that the course change proposals be submitted.

The Committee reviewed the new course proposal for CS 251B/EE 251B and noted concern that while the proposal notes that the course heavily emphasize data-driven applications, the course syllabus does not document how the applications will be used. Further concern was noted that the course requires the use of undergraduate text books. The Committee voted to return the proposal with the request that the syllabus be updated to note how data-driven applications will be included in the course and to provide justification for how the course differs from an undergraduate level course. The Committee approved that the Chair could consider the proposal for final approval once returned to the Committee's CRS queue.

The Committee reviewed the course change proposal for GEN 242 and noted concern that the course structure section of the syllabus notes how the first weeks of the discussion section will be used but does not describe later sections of the discussion. The Committee voted to return the proposal and recommend that the section of the syllabus be updated to include how the discussion section will be used for the other half of the course. 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 Chair presented to the Committee an updated version of the proposed new policy guidelines for courses and instruction. The Chair reminded the Committee of the history of the proposal and noted that

a cover memo to the Senate Chair will be included once the document receives final approval. It was noted that the appendices are not included in the document. The Committee will review the proposed new guidelines with the appendices at their May 5, 2021 meeting.

The Committee reviewed the proposal for the ESHQ (Environment, Sustainability, and Health Equity) subject code. The Committee recommended that the program consult with the School of Medicine's Department of Social Medicine, Population and Public Health to ensure that the proposed new subject code and proposed new courses do not overlap with offerings by the department. The Chair will respond to the program with the Committee's recommendation.

With no other business to discuss the meeting adjourned at 2:09PM.

Approved: May 5, 2021

Prepared by: Beth Beatty, Committee Analyst