UO Committee on Courses
Meeting Minutes

Date: April 15, 2016
Present:
- Bramhall, Ron
- Cherry, Christian*
- Eveland, Sue
- Hall, Gordon*
- Hodges, Sara
- Jefferis, Mike
- Kalnbach, Chuck*
- Lowery, Brian
- Mann, Roberta*
- Morrill, Bil
- Norris, Boyana*
- Schrader, Austin**
- Skelton, Scott
- Voeun, Mae**
- Warden, Kathy
- White, Frances*

* Voting members
** Voting student members

Next meeting: April 22, 2016

Courses submitted to UOCC for review: (Listed by Committee member responsible for review).
(Those highlighted have been approved, withdrawn, rolled forward/pending, denied)

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<th>Christian</th>
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<td>CRWR 230</td>
<td>AAA 425</td>
<td>BA 727</td>
<td>ARH 350</td>
<td>ANTH 471/571</td>
<td>PERS 241</td>
<td>HPHY 480/580</td>
<td>BI 621</td>
<td>CRES 435/535</td>
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<tr>
<td>CRWR 240</td>
<td>ARH 314</td>
<td>BA 734</td>
<td>EALL 680</td>
<td>CLAS 201</td>
<td>PERS 242</td>
<td>MUS 384</td>
<td>BI 622</td>
<td>LAW 627</td>
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<td>CRWR 244</td>
<td>ARH 315</td>
<td>CINE 415</td>
<td>MUS 347</td>
<td>HPHY 112</td>
<td>MUS 437</td>
<td>HPHY 562</td>
<td>BI 623</td>
<td>CRES 440/550</td>
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<td>CDS 201</td>
<td>CPSY 611</td>
<td>MUS 367</td>
<td>PHYS 626</td>
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<td>BI 624</td>
<td>CRES 445/545</td>
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<td>CPSY 645</td>
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<td>DAN 452/552</td>
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<td>MUS 810M</td>
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<td>EDST 663</td>
<td>PSY 303</td>
<td>PSY 305</td>
<td>MUS 351</td>
<td>479/579</td>
<td>MUS 820M</td>
<td>INTL 425/525</td>
<td>LAW 204</td>
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<td>FLR 414/514</td>
<td>HIST 273</td>
<td>PSY 306</td>
<td>PSY 308</td>
<td>PS 351</td>
<td>479/579</td>
<td>MUS 830M</td>
<td>LAW 205</td>
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<td>SPED 633</td>
<td>PSY 307</td>
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Administrative Actions:
- CH 677
- CH 678
- CH 679
- CPSY 633

Page 1 of 7
I. **Announcements** – None

II. **Discussion**

Sara was at the meeting to give updates on her review of graduate courses. Below are her notes:

AAA 425/525 (Reflective practice): No grad differential (needs another 19 hours). No syllabus for 525 version. Plenty of reading for 2 credit class = will need to see differential before approving.

Anth 471-571 – Zooarcheology (topics course; can be repeated once). Referenced in Classics too. Moss’s syllabus talks about Bb. Appear to be no TAs. Unclear what grad/undergrad differential is for Moss’s syllabus; Grad student grading description may skirt too close to GTF job. – Any response to Boyanna’s email? Dueppen syllabus makes differential pretty clear.

BA 727 – Ops Mgt. No learning outcomes on courseleaf? But syllabus has course objectives. Syllabus still has 710 course number (not 727). What is class meeting schedule? (How many hours on Fridays & Saturdays?) 4 hours per class? 10 pages per hour for readings – are these hard texts? No statement about Accessible Ed.

BA 734 – Supply Chain. No learning outcomes on courseleaf? But syllabus has course objectives. Syllabus still has 710 course number (not 734). What is class meeting schedule? (How many hours on Fridays & Saturdays?) 5 hours per class? 10 pages/hr for readings – tough texts? No statement about Accessible Ed.

Bi 621  Issue of GTF in Grad course – have they petitioned for this?

Bi 622  Typos on cover page in course leaf – says 5 presentations at 12.5 hours each; should 5 presentations at 2.5 hours each. Issue of GTF in Grad course

Bi 623  Issue of GTF in Grad course

Bi 624  Presentations estimated to take 95 hours total, but also says 8 hrs/wk for 10 weeks → needs to reconciled (on cover sheet). Syllabus says 30 hours/wk in class – what’s listed adds up to just 26; also hard to reconcile with cover sheet hours breakdown - ? Syllabus hours breakdown also says 10 hours at scientific conference; 80 hours on presentation – is this how they 90 hours of presentations on cover page?

CDS 462/562  No syllabus; only change is that a prereq is being abolished - ok

CIS 473/573 – Prob Meth for AI. Has GTF, but specifies will only grade for undergrads. Looks ok!

CPsy 611 – Ethics Discussion. Ok!

CPsy 645 – Health Promotion & Equity. Syllabus still has old name (Health Psych). Also has Bb mentions. Textbook is pretty basic for all grad class – it’s an undergrad text (but there are other readings, but not a whole lot)
CRES 435/535 – Israeli/Palestinian. Writing assignment hours on “cover sheet” don’t seem to add up right (add up to MORE than
hours listed). Mention of Bb on p. 5 of syllabus. Otherwise fine
CRES 440/540 – Dialogue. Looks fine
CRES 445/545 – Incarceration. Any overlap with courses in OTHER depts.? (Soc?) Odd (but ok) that grads don’t take quizzes. p. 6 still
mentions Bb. When are Grad Student paper presentations in term?
CRES 665 – Family Mediation. Syllabus has 2 alternate forms - broken down with weekly assignments or meeting over the course of
2 very long weekends → not quite sure how this all works. When in course of the term do observations occur? For “long weekend”
version, when do students prep for role plays?
DAN 452/552 – Dance Composition III. Catalog description says “advanced undergrad skills” – maybe edit to reflect grads in class
too? Change name of Disability Svcs (p. 3 of syllabus) Otherwise, ok!
EALL 680 – Ling Res & Bib. Requirements on p. 3 of syllabus don’t match up with percentage breakdown on p. 2. Otherwise, fine
EC 482/582 – Econ of Globalization. Need to clarify role of GTF
Edst 633 – Education & Immigration. Title change only – ok!
FLR 414/514- Myth & Mod Fantasy Fiction. Student workload section (pp 2-3) of syllabus appears maybe to have mix of summer
distribution of hours (table) and regular 10-wk term distribution of hours (p. 3). Otherwise, ok.
HPhy 480/580 – Tech Dev. Change in prereqs only – no issues.
INTL 425/525  - Global Food Security. Needs to address GTF role (e.g., no grading of grads in class). Otherwise, fine.
LA 423/523 – Drawing the Landscape. Update name of Accessible Educ Center (p. 4 of syllabus). Plagiarism link may also be
outdated. Didn’t see listing of add’l reading for Grads, although stated they will have more. Is there add’l reading on their own, for
final project/paper?
Law 721 – State Admin Law. Ok
Law 611 – Contracts. Fine
Law 612 – Contracts.  No syllabus; did this course just go away (3+3 credits in 2 classes became 4 credits in one class?)
Law 613 – Torts. Fine
Law 614 – Torts. Same deal as Contracts 612 – do these #s need to be retired/withdrawn?
Law 618 – Criminal Law. Fine; need to update Bb to Canvas
Law 619 – White Collar Crime. Odd that presentations don’t count for any part of grade (exam is 100%). Otherwise, ok.
Law 622 – Legal Research & Writing I. Supposed to be 168 hours total student engagement; only 129 - ? However, credit request
explains what students are actually doing – that needs to be updated in course leaf so it matches. Otherwise ok
Law 623 – Legal Research & Writing II. Supposed to be 168 hours total student engagement; only 129 - ? Unlike Legal Res & Writing 1 above, there is no explanation of what they are doing that constitutes 3 credits. Mentions Bb (p. 1 of syllabus)

Law 624 – Advanced Legal Res (2 credits). Ok
Law 627 – Accounting for Lawyers. Ok
Law 628 – Non Profit Org. Overlap with any course in PPPM??
Law 634 Contract Drafting. Ok
Law 642 – Legislation. Only 120 engagement hours; should be 168
Law 650 – Interview & Counsel. Fine
Law 651—Trial Practice. Fine

Law 678 – Indian Law. In Student Engagement breakdown – what is the “Other” at 8 hours per credit? Maybe exam(s)? Is the 2-credit version for undergrads or law students? Not quite getting how 2 and 3 credit versions differ – more reading for 3-credit version, and longer class meetings – anything else? Would like to know more about this

Law 721 – Intro to State Admin. Looks fine
Law 722 – ADR Strategy. Looks fine

NOTE: Not entirely clear about the distinction between the following 2 courses (Law 730 and 731). Although they clearly have different elements, there appears to be some overlap, and it wasn’t clear to me why some elements were in one class and some elements in the other. Maybe course descriptions could make this clearer?

Law 730 – Intensive Writing. “memo” assignment appears to have 2 due dates (p. 6 of syllabus)
Law 731 – Writing in Law Practice. ad a little trouble parsing the breakdown of hours for the writing assignments in the Student Engagement Inventory, but I *think* there is at least 50 hours there! See note above about this course and 730.

Law 740 – Innovations in Crim Justice. Looks fine
Law 741 – Child Dev & Law. There are other classes on child development on campus, but this one does seem uniquely angled for law students. Looks fine.

Law 742 – Leadership for Lawyers. Class probably doesn’t end at 12:50 am... (p. 1 of syllabus). There probably ARE other classes on leadership on campus (LCB, maybe?), even though the cover sheet would suggest not. Not sure this one is really that uniquely law-oriented. Seems a bit “lite” for a grad course (seems more like a professional development workshop) but it is only 1-credit. I’m ok with it.

Phys 626 – Optics with Labs. Need to clarify GTF role in Grad course. Still talks about Disability Servs (in addition to AEC) in syllabus. Plagiarism link is outdated.

Phys 627 – Optic Mats & Devices. Need to clarify GTF role in Grad Course. Cover sheet says 30 hours of reading in 1st paragraph of p. 2; syllabus says 45; 3rd paragraph p. 2 also says 30. Still talks about Disability Servs (in addition to AEC) in syllabus. Plagiarism link is outdated.

Phys 628 - Laser and non-linear optics. P. 2 of syllabus – last paragraph – doesn’t quite match up with SEI. Still talks about Disability Servs (in addition to AEC) in syllabus. Plagiarism link is outdated.

Phys 677M – Semicond Device. (multi listed; Chem677). Plagiarism link out of date. GTF role needs to be clarified

Phys678M – Semicond Proc. Multi listed. Lab hours don’t add up on cover sheet (2.5 * 15 = 37.5, not 45). Plagiarism link out of date. GTF role needs to be clarified

Phys 679M – Device Processing. Multi listed. Plagiarism link out of date. GTF role needs to be clarified

PS 617 – Political Behav. Misplaced apostrophe in “1)” under Description p. 1 (should be persons’) OR missing article before “person’s” First plagiarism link is dead. Second plagiarism link also didn’t work for me. Remove closing parens after plagiarism links (or put in an opening parens earlier) Update Disability Services info. But Yay on SAFE link!

Psy 479/579 Clarify role of GTF in Grad course. Graduate breakdown is sort of hidden in syllabus, but there. A short description of the Graduate “Informational Resources” projects would be helpful in the syllabus. SPD 650 (SP Mats & Manu). Has 684 (higher number) as prereq – confusing. Weekly out of class workload (found in syllabus) should be 9 (so weekly total is 12) – the SEI is correct. Otherwise ok

SPD 684  p. 5 of syllabus – 2.5 to 3 hours of reading a week, but only 30 pages (pp. 3-4). With 4 hours of time in class for critique, each of the 20 students will have approx. 12 minutes to present AND be critiqued. Maybe every student doesn’t present every assignment? During Finals week, all students are presenting, but this means add’l time for class meeting will need to be scheduled (final exam slot will be scheduled for just 2 hours = 6 minutes/student). p. 5 says 2.5-3 hours of reading a week; summary table on p. 10 lists 42 hours total (doesn’t equate). p. 5 also say 18 hours/wk on project, but summary on p. 10 says 80 hours (should this be 180?). p. 10 says 24 hours spent on “performance, creative activities” (which for this course includes presentation and critique), but it seems like students will be doing this for more like 40 hours during the term.

SPD 685  p. 6 of syllabus typo “they syllabus”  p. 6 says students will spend 2.5-3 hours reading per week, but elsewhere, it says 20 hours total. p. 6 also says 18 hrs/week on assignments, but p. 11 has them doing just 70 hours on “project” and another 44 on “lab work, experience”. There is also 30 hours of “field work” listed on p. 11, but it’s unclear what this is - ? With 4 hours of time in class for critique, each of the 20 students will have approx. 12 minutes to present AND be critiqued. Maybe every student doesn’t present every assignment? p. 11 says 20 hours spent on “performance, creative activities” (which for this course includes presentation and critique), but it seems like students will be doing this for more like 40 hours during the term.

SPD 686  p. 5 of syllabus – assessment only adds up to 98%. p. 6 of syllabus – says students will spend 2.5-3 hours reading per week, but p. 11 says 16 hours total. p. 6 also says 18 hrs/week on assignments, but p. 11 has them doing just 68 hours on “project” and
another 50 on “lab work, experience” (p. 12). There is also 30 hours of “field work” listed on p. 11, but it’s unclear what this is - ? (and it still doesn’t add up to 180). With 4 hours of time in class for critique, each of the 20 students will have approx. 12 minutes to present AND be critiqued. Maybe every student doesn’t present every assignment? p. 11 says 20 hours spent on “performance, creative activities” (which for this course includes presentation and critique), but it seems like students will be doing this for more like 40 hours during the term.

SPD 687 p. 6 of syllabus – says students will spend 1-1.5 hours reading per week, but p. 13 says just 8 hours total. p. 6 also says 17 hrs/week on assignments, but p. 13 has them doing just 76 hours on “project” and another 50 on “lab work, experience”. There is also 26 hours of “field work” listed on p. 12, but it’s unclear what this is - ? (and it still doesn’t add up to 170). With 4 hours of time in class for critique, each of the 20 students will have approx. 12 minutes to present AND be critiqued. Maybe every student doesn’t present every assignment?

SPD 688 p. 6 and p. 13 suggest different number of hours of reading than does “cover page” (in course leaf). p. 6 also says 17 hrs/week on assignments, but p. 13 has them doing just 100 hours on “project” and another 30 on “writing assignments” - doesn’t add up to 170. 4 weeks is not enough to write, critique peers’, apply to, and receive approval for an IRB protocol. Final page of syllabus suggests IRB approval might not be needed, although earlier in syllabus, there is an implication that Hum Subs approval will be needed. With 4 hours of time in class for critique, each of the 20 students will have approx. 12 minutes to present AND be critiqued. Maybe every student doesn’t present every assignment? The final projects are presented just during the final exam period, which lasts just 2 hours, giving each student approximately only 6 minutes to present.

SPD 689 Isn’t this part of sequence? (688 first, then 689?). Contact, out of class hours – got out of sync, p. 1. Will there be time for all 20 final presentations during final exam period? Student engagement inventory on “cover sheet” doesn’t exactly match that in syllabus. Like 688, has sort of contradictory statement about IRB approval at end of syllabus.

SPED 633 – Transition Planning I. Different grading scale than most, but it’s spelled out. Hybrid – (but not very). “Weekly knowledge checks” are mentioned as contributing to both reading hours AND online interaction hours – is that right?

SPED 634 - Transition Planning II. Different grading scale than most, but it’s spelled out. Hybrid – (but not very). “Weekly knowledge checks” are mentioned as contributing to both reading hours AND online interaction hours – is that right? Is Week 3 one of the online class weeks?

AAA 425 – Courseleaf has this course as a 400/500 but there was no SEI included for grad level. Need clarification from AAA.

Law courses – there was discussion regarding semester and term credits. It would be helpful to have some information regarding this posted to UOCC website.

Grad courses – Sara approved all courses except those with questionable GTF issues.
ARH 350 – it was agreed to table discussion regarding this course until Frances is back. A straw vote was taken and it was split 4/4.

√ ARH 314 – UOCC approved.
√ ARH 315 – UOCC approved.

√ CDS 201 – UOCC approved.
√ CDS 462 – UOCC approved.
EDST 663 – seems like more than a simple name change. Would like to see additional information.

HIST 273 – Would like to see syllabus.

√ CRWR 230 – UOCC approved.
√ CRWR 240 – UOCC approved.
√ CRWR 244 – UOCC approved.

FLR 236 – Need overlap information.
FLR 414/514 – Need overlap information.

There was a brief discussion regarding collecting overlap information and it was requested that the CAS curriculum committee should be seeking due diligence for potential overlapping courses.