

UUF COMMITTEE ON CURRICULUM (UUFCC)

THURSDAY, DECEMBER 11, 2008
11:30 AM - 1:00 PM
ADELBERT HALL, ROOM 351

MINUTES

ATTENDANCE

John Blackwell
Patrick Crago
Gary Deimling
Donald Feke
Donald Hunt (for
Amy Hammett)

Debby Jacobsen
Julia Grant
Kenneth Gustafson
Marshall Leitman
Jennifer Lhotsky

Joseph Mansour
Renee Sentilles
Peter Whiting
Jeffrey Wolcowitz

UNABLE TO ATTEND

Catherine Albers
Emily Garvey
Gennifer Gibbs
Amy Hammett

Jill Korbin
Marilyn Lotas
Vasu Ramanujam

Jacklynn Sanford
Mano Singham
Jane Suresky

The meeting was called to order at 11:35 a.m. by Gary Deimling, Chair of the UUF Committee on Curriculum.

1. APPROVAL OF MINUTES

Upon motion, duly seconded, the minutes of the UUF Committee on Curriculum meeting of Thursday, October 16, 2008 were unanimously approved.

Upon motion, duly seconded, the minutes of the UUF Committee on Curriculum meeting of Thursday, November 20, 2008 were approved with two changes:

- 1) Marilyn Lotus to Marilyn Lotas
- 2) CAS course listed under CAFS group 1 changed to CSE course.

There was a request that future minutes regarding the CAFs would include subject and course number.

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2. MSASS TRAVEL ABROAD COURSE

At the November meeting the committee requested further detail and clarification of the CAF for MASASS 375 and 380 from MSASS. The committee asked Chair Deimling to contact Dean Gilmore to request that a representative from MSASS come and discuss the CAFs regarding their travel abroad courses to the committee members. Debby Jacobsen, Director of International Education Programs at MSASS, took the opportunity to join us and explained that the program is an alternative for students who are not able to participate in a study abroad program but who may want international exposure in their course curriculum. She addressed both MSASS 375 and MSASS 380 and the concern regarding the coursework that is involved that allows for it to be a three credit class. She stated that a more detailed syllabus has been outlined and it is a three month course inclusive of meetings, assignments, and the trip abroad. She also stated that the travel abroad courses allow students to observe and participate in another country's culture and social/public policy issues and while in the country there is intensive reading and research assignments with a presentation to occur after the student returns from the trip. Based on the revised CAF forms and syllabi both courses received approval of the committee (See Section 3 below).

3. REVIEW OF COURSE/PROGRAM ACTION FORMS (DOCUMENTS AVAILABLE FOR REVIEW AT <https://filer.case.edu/org/uuf/>)

The Program and Course Action Forms were posted on the filer website in advance of the meeting for review. Listed below are the items reviewed at the meeting and status if the form was approved or if additional requirements are sought for the course to be approved by the UUFCC.

Program Actions

CAS (all approved)

CAS Applied Math BS major (change requirements to reflect research emphasis of department)

CAS Biology BA major (change requirements to reflect reconfiguration of courses)

CAS Biology BS major (change requirements to reflect reconfiguration of courses; drop BIOL 395)

CAS Biology minor (change requirements to reflect reconfiguration of courses)

CAS Film minor (change requirements to limit double-counting)

CSE (approved)

CSE Materials Science & Engineering major (change requirements to add option)

WSOM (approved)

WSOM Marketing minor (change course requirements)

Course Actions-Group 1

(courses affecting a single school; informational purposes only and already approved by the chair of UUFCC)

NONE

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Course Actions-Group 2

(involves more than 1 school)

MSASS (both approved with revised syllabus)

MSASS SASS 375: International Travel and Study Seminar (new course)

MSASS SASS 380: Western European Travel and Study Seminar (new course)
(approved with revised syllabus)

Course Actions – Group 3

(SAGES First, University, & Department Seminars, Capstones)

CAS (all approved)

CAS FSSY 110: The Greek Hero since Antiquity (new title)

CAS USNA 231: Cholesterol: The Good, the Bad, and the Money (new course)

CAS USSO 234: Questions of Identity (new course)

CAS USSO 269: Create-A-College (new course)

CAS USSO 285P: China in Transformation and Globalization (new course)

CAS USSO 285S: Correspondence (new course)

CAS USSO 285T: Why We Believe Weird Things (new course)

CAS USSO 285V: Travel Literature in the Age of Discovery (new course)

CAS USSY 264: Censorship and Iconoclasm (new course)

CAS USSY 272: Intellectual Property: Pirates and Profiteers (new course)

CAS USSY 284: The Art of Madness (new course)

CAS USSY 285D: The World of African Literature (new course)

CAS USSY 285F: Embattled Images of War (new course)

WSOM (all approved)

WSOM MGMT 395: Advanced Seminar (department seminar; change in pre-req)

WSOM USNA 243: CWRU's Carbon Footprint (new course)

4. CSE MOTION ON SAGES, REPORTS DUE 12/19/08

Chair Deimling reminded committee members that the due date for the WSOM, SON, and CAS to submit their report regarding CSE motion on SAGES by Friday, December 19th via e-mail to him at gary.deimling@case.edu. A copy of WSOM report was distributed to committee members, CAS report was being e-mailed, and Chair Deimling will contact SON representative, Jane Suresky, for a copy of their report. All three reports and the CSE motion will be distributed to committee members following the due date for review over the winter break. The January 15th UUFCC meeting will have a discussion and a vote from voting members regarding what should be the recommendation to the UUFCC. Because of the importance of this meeting and the need for a quorum on this vote, Chair Deimling urged all committee members to attend.

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5. CAF APPROVAL PROCESS DRAFT

Jeff Wolcowitz, Dean of Undergraduate Studies, distributed a draft policy for the committee to review. Although not all course action forms require full UUFCC review approval, the forms require the signature of the Chair of the Committee. The committee decided a process be outlined and upon approval of the committee, will distribute the process with a memo to the Deans. The revisions based on the committee member's feedback will be completed and the revised CAF process and a draft of the PAF process will be reviewed at the next meeting.

6. SAGES AND THE WRITING PORTFOLIO

Peter Whiting, Director of SAGES, distributed materials about the update on the SAGES Writing Portfolio and the proposed revisions to the writing portfolio process. There was discussion among the members regarding the English Department involvement and the introduction of an established faculty panel membership that would be responsible on an annual basis to review the student writings. There was lively discussion about what is good writing and interpreting the writing requirement of the SAGES seminar. Chair Deimling thanked Dr. Whiting for sharing this with the committee and responding to our questions.

The meeting adjourned @ 1:05 p.m.
Minutes by Jennifer Lhotsky.

NEXT MEETING:
THURSDAY, January 15, 2008
11:30 a.m.-1:00 p.m.
Adelbert Hall, Room 351