

**UNDERGRADUATE CURRICULUM COMMITTEE  
MINUTES OF 5 December 2005**

**Members Present:** Caton, Deiulio, Gillman, Mazzarella, McMahon, Nichols, Thorton, Weiss, Raines, Safko, Sellen, and Rankin. **Guest:** Prof. Schwarze.

**Prof. Deiulio**, Committee Chair, called the meeting to order at 2:01.

I. Discussion with Prof. Schwarze regarding Liberal Learning Council (LLC) proposed handbook changes. Prof. Schwarze submitted a draft copy of Academic Regulations and Information and the LLC Charge.

Prof. Schwarze overviewed the genesis of the LLC and the integration of the submitted draft text into the handbook and the repercussions of involving the LLC in the overall process of approval. Prof. Schwarze acknowledged the work of the LLC subcommittee (Deiulio, Underwood, Breese, Kidd), which developed the handbook text and made recommendations to the Faculty Senate. Prof. Schwarze informed the UCC that the Faculty Senate challenged the LLC subcommittee to clarify the handbook text. The Faculty Senate eventually accepted the LLC subcommittee recommendations.

Prof. Schwarze reviewed draft six Section IV of the proposed Academic Regulations and Information for the UCC and highlighted the specific curricular action and the simplification of the language to reflect the practice of the University. Prof. Schwarze emphasized the submitted drafts are not perfect and steps need to be taken clarify and manage the curriculum. The Faculty Senate wants feedback on these drafts.

**Questions/Discussion with UCC and Prof. Schwarze**

Prof. Nichols asked what would be the result if a department proposes a new course in the A of I, the course passes the UCC and LLC, then the department decides not to use it as an A of I? Prof. Schwarze suggested that it could become an elective or be used as a 100 or 200 level course. Ultimately, the academic departments will determine the purpose of the course.

Prof. Mazzarella posed the question: What if a course is submitted as an A of I, then turned down by the LLC and the department? Prof. Caton questioned, isn't the goal of the LLC to make the A of I criteria clear? What is the role of these two bodies? Dr. Schwarze noted the guidelines are in the handbook, and makes the roles of these two bodies clear. Prof. Mazzarella commented that the LLC has two objectives: to specify their goals and apply their criteria. Is this hypothetical course suitable for the curriculum? Prof. Caton asked: What if the course is being proposed to meet A of I? Prof. Mazzarella said the UCC has the right of first approval of curriculum. Prof. Nichols voiced that it is difficult to evaluate a course proposal and not be aware of the LLC requirements for an A of I course. Prof. Nichols noted that last years process did not approve all the courses.

**The discussion with Prof. Schwarze turned to the process for reviewing course proposals.**

Prof. Schwarze opened this discussion with why course proposals should come to the UCC first and then the LLC. Prof. Mazzarella asked why the course proposals come to the UCC first. Prof. Schwarze explained the LLC was not in existence when the structure of the course proposal process was created. The LLC is challenged because they are creating the process as they move forward. The LLC is working to codify and adjust as they go. Prof. Deiulio returned the discussion to a course that has already been approved by UCC and is in existence and then wants to be proposed as an A of I? Prof. Schwarze offered the existing courses would come to the LLC and be reviewed for their suitability as an A of I course. Prof. Mazzarella asked as a point of clarity if the LLC would only be reviewing proposals for their A of I suitability?

**The discussion with Prof. Schwarze turned to the draft text wording in regards to 223 courses.**

Prof. Nichols noted in the Draft Section 5 other major changes that should be reviewed. The Writing Intensive text should be in section B and there is no description of Graduate Curriculum Committee. Prof. Schwarze confirmed that the issue regarding the Graduate Curriculum Committee has already gone to Assoc. Provost Dorothy Doolittle for review. Prof. Schwarze clarified that each process is outlined and each level makes it clear. Prof. Nichols voiced that there is no clear articulation of what LLC would do with 223 courses. Prof. Schwarze stated the LLC didn't feel qualified to propose text to outline the process of approval for the 223 courses. Prof. Weiss asked if it is important to have more eyes on the proposal since it will still end up at the Senate level? Prof. Mazzarella clarified that it is a constitutional responsibility to view documents for suitability in the oversight process. Prof. Schwarze stated that once a 223 course is placed in the course catalogue it would have been put through the entire process and would be recertified each year for three years. She added that the implementation of this process would be the responsibility of the Liberal Learning Dean. Prof. Deiulio noted that an existing course would move back through committee, especially if it is a 223 course with a change of topic. Prof. Mazzarella voiced a concern that the LLC process narrows the focus. Prof. Nichols raised the hypothetical question: What if a course is in the course catalogue and the instructor wants to propose it within the A of I making subtle changes to the course by emphasizing an aspect or adding assignments? Would this allow the departments to get double duty from this hypothetical course? Prof. Deiulio voiced a concern that within the process of this hypothetical course would the UCC need to see all the paper work in triplets? Lisa Duncan Raines voiced that in fact the hypothetical course has changed in essence and therefore must be subjected to the proposal and review process. She further specified that any adjustments to the course-no matter how small, still constituted a different course.

Prof. Weiss clarified the LLC is only concerned with the course proposal that specify if it's an A of I. Sean Rankin said if there is a change in a course purpose it should go through UCC first. Lisa Duncan Raines asked how would it be presented in the

catalogue? Carol Safko clarified that if an existing course wants to become an offering in the A of I, it would have to change its course title. Prof. Weiss voiced that procedurally it is easier to have the hypothetical course go through both the UCC and LLC.

Prof. Mazzarella moved to accept the two draft proposals. Prof. Weiss seconded. Both Prof. McMahon and Prof. Caton voiced strong opposition to the vote at this time. The vote was interrupted. Prof. Weiss and Prof. Deiulio recommend a review of the UCC forms regarding 223 courses. Prof. Nichols stressed the point that the rigor of the process should come from the UCC. Although the 223course proposals goes to LLC first it is important to note that the LLC is in tremendous flux and working out what they are doing as they go.

Prof. Gillman asked for a clarification and summary of the 223 course discussion and vote.

Prof. Deiulio suggested that the UCC move to accept the draft proposals at this time and revisit the issue of 223 courses in the spring semester. Carol Safko suggested that the 223 courses be held to a similar certification and recertification process as WI courses. Prof. Deiulio moved to accept the document with the caveat that the 223 course issue would be revisited in the spring. The motion was accepted and carried unanimously.

Prof. Deiulio stated the UCC acknowledges that WI certification and recertification is the responsibility of the UCC and the LLC is responsible for the certification and recertification of 223 courses. It was stated that Academic Departments will be made aware of these procedures and responsibilities.

Chair, Prof. Deiulio and the UCC thanked Prof. Schwarze. Prof. Schwarze left the meeting.

## 2. Announcements

Prof. Deiulio announced the following times for monthly UCC meetings for Spring 06 Semester: Tuesday at 8 am, 2:30-4:00 pm, or Friday at 4 pm. It was decided to meet on the last Tuesday of the month from 2:30 to 4:00 pm.

Prof. McMahon reported for the WI subcommittee that HIST 395 WI does adhere to WI requirements. Prof. Mazzarella moved to accept. Prof. Weiss seconded. Carried unanimously.

Prof. Deiulio reported on an email from the provost. It was decided to wait and respond to the SOCL Lab next semester.

3. Discussion (continued from last meeting) regarding the Theatre Program changes to Bachelor of Arts in Theatre. Prof. Deiulio followed up from the last meeting the fact that THEA 340 has been deleted from the catalogue. THEA 433 has been cut and noted in the revision to the proposals for the Bachelor of Arts in Theatre. The overall changes to

the Bachelor of Arts in Theatre eliminates six courses from the overall degree and three to six credit hours from each concentration. Prof. Weiss raised the question regarding the large number of hours required for the Theatre degree. Prof. Deiulio voiced that the department is aware of matriculation. Prof. Mazzarella moved to accept. Prof. McMahon seconded. Carried unanimously

Prof. Deiulio raised the question of the Theatre Minor. Prof. McMahon moved to accept the Theatre Minor. Prof. Deiulio seconded. Carried unanimously.

Prof. Deiulio returned to last meetings discussion of the proposal for a forty-two hour credit requirement for Theatre Majors. Carol Safko clarified that all concentrations within the theatre program are different. She quoted the forty-two hour rule in the course catalogue. Prof. Weiss called to question the forty-two hour rule because it limits elective possibilities for the students. Prof. Mazzarella moved to accept. Prof. McMahon seconds. Majority recommended. Prof. Weiss against.

### **New Courses**

**Thea 254.** It is recommended that the course syllabus clarify its grade percentage and that the prerequisites (THEA 150/FNAR 218) courses and grade scale be clarified. Prof. Nichols moved to accept. Prof. Thorton seconded. Carried unanimously

**Thea 261** Prof. Gillman gave an overview of the course and its play-reading list. Prof. Mazzarella moved to accept. Prof. McMahon seconded. Carried unanimously.

Prof. Mazzarella and Prof. Weiss raised the question of the large number of students double majoring in Theatre.

**THEA 370** Prof. Weiss recommended that the course be at the 300 Level. Prof. McMahon recommended it be a three-credit course. Prof. Deiulio commented that since the course is based on a London trip the department would need to justify the contact hours with Dean Gordon. Prof. Deiulio also voiced a concern regarding the viability of the course to attract students because of its THEA 210 and 211 prerequisites and the minimum grade of D-. Prof. Mazzarella moved to accept. Prof. Canton seconded. Carried unanimously

**Thea 438** The question was raised as to whether this course is repeatable for credit and what is its minimum grade. It is recommended to confer with the chairman of the department to get clarification. Prof. Mazzarella moves to accept. Prof. McMahon seconded. Carried unanimously.

Prof. Nichols served as secretary from this point onward.

Respectfully submitted,

Denise Gillman, Acting Secretary