

UNIVERSITY COMMITTEE ON CURRICULUM (UCOC)

MINUTES

December 4, 2019

2:00-3:30 pm

****HOH 114****

I. UCOC NOVEMBER 2019 MINUTES

- Attachment: *UCOC November 2019 Minutes*

➔ **APPROVED**

II. NEW BUSINESS

A. USC Games Request to Group Courses (Matt Bemis, Associate Registrar of Degree Progress and Curriculum Services)

DISCUSSED Bemis reported that the School of Cinematic Arts had recently requested to cross-list courses that are relevant to the USC Games programs as “GAME,” so that the *Schedule of Classes* would list the cross-listings in a single location as if they corresponded with a real, single department. Staff from the Registrar’s Office met with representatives from the SCA, where it was decided that this would not be the appropriate course of action. Bemis explained he agreed to consult with UCOC about additional options to leverage the *SoC*’s functions to meet the SCA’s need. While UCOC members could understand the nature of the SCA’s request, ultimately it was decided that the *SoC* is not the appropriate tool for this purpose, and suggested that the Games Division website and student advisement would best serve the purpose.

B. Repetitious Coursework and its Effect on GPA (Matt Bemis, Associate Registrar of Degree Progress and Curriculum Services)

DISCUSSED Bemis questioned a Degree Progress Department practice that involves removal of coursework from the GPA when there is a restriction on applying the coursework to a program, whether or not the coursework is considered duplicative. He said it is an antiquated practice originating in the manual processing of transcripts to determine progress toward degree and degree completion, and it does not reflect the current policy on repeat credit. His recommendation was to discontinue the practice of removing courses from the GPA when they are not considered duplicative. UCOC members were supportive of this recommendation, and asked Bemis to write up a summary to be reviewed further for a potential vote and distribution.

C. Academy Rotating Topics Courses (Geoff Shiflett, SES Chair)

DISCUSSED BUT NOT ON AGENDA Shiflett requested input from UCOC about proposals SES was reviewing, submitted by the Academy. The courses in question were stated to be “special topics” courses, listed with permanent course IDs, but with rotating topics each semester based on student interest and current developments in the field. Each topic would be indicated in the course section title.

SES wanted to clarify the level of specificity required in the proposals to warrant moving forward with the requests. UCOC's recommendation was that a fully fleshed out syllabus, representative of what a real offering of each course might be like, is required. Additionally, the Academy should be asked to describe future directions and topics, potentially including additional section titles planned, to move forward.

III. OLD BUSINESS

A. Special Topics in Physical Education (John DeMartini, Curriculum Coordination Office)

DISCUSSED NOVEMBER, 2019 [...] The committee also had concerns related to the theory-activity distinction, such as how the courses are represented in the catalogue, who decides in which category a course resides, and who should approve theory courses. It was noted that, per a UCOC chair decision in 2016, PHED courses would no longer be reviewed by SES because they were not considered academic in nature. Guidelines and future directions remain open for discussion.

UPDATE SINCE THE NOVEMBER MEETING UCOC's recommendation to schedule the sections as PHED 299 was met with zero objection. Steve Vankanegan, Department of Physical Education, said that there is likely no need to introduce PHED 199, as the proliferation of PHED Special Topics offerings is not expected. He also noted his willingness to represent the department at a future UCOC meeting to answer any questions or concerns, should the committee request it.

DISCUSSED DECEMBER, 2019 SES will review PHED theory courses as appropriate. If in the future a PHED 499 is requested, SES will assess how to proceed.

IV. INFORMATION ITEMS

A. GE Memos

- *Attachments: UCOC GE Memo 11-13-19*
UCOC GE Memo 11-19-19

Members Present

Diane Badame
Matt Bemis (Assoc. Registrar)
Steven Bucher
Megan Chan (Financial Aid)
John DeMartini (Support Staff)
Donna Garcia
Judy Garner
Brian Head
Chi Mak (Chair)
Robin Romans
Geoffrey Shiflett

Members Absent

Lawrence Green
Danielle Mihram

Guests