

UNIVERSITY COMMITTEE ON CURRICULUM (UCOC)

MINUTES

February 5, 2020

2:00-3:30 pm

****ACC 312****

I. UCOC DECEMBER 2019 MINUTES

(Note, a January meeting was not held)

- *Attachment: UCOC December 2019 Minutes*

➔ **APPROVED**, with clarifying edit.

II. OLD BUSINESS

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

DISCUSSED, DECEMBER 2019 [...] UCOC members were supportive of [his] recommendation, and asked Bemis to write up a summary to be reviewed further for a potential vote and distribution.

- *Attachment: Excess Credit and Its Effect on the USC GPA Calculation*

➔ **APPROVED** for recommendation to Provost.

B. Updates on OSP-Related Developments (Megan Chan, Associate Dean, Compliance and Training)

DISCUSSED Chan said that the Compliance and Ethics Committee was established about two years prior and started the Globalization Working group to identify where USC students are located in the world and what information was available as related to administrative offices like Financial Aid, Enrollment etc. Staffing/organizational changes have put some of these efforts on hold for the time being, but Chan reported that the new Director of Data Privacy, Robert Gross, has been working on General Data Protection Regulation (GDPR) issues related to USC's abroad programs.

Chan also mentioned her work with the Strategic and Global Initiatives Office, particularly to document MOUs for OSP programs centrally, which is otherwise currently not done. She said that a representative from that office would be interested in having review access to the OSP program approval process, which may provide the opportunity to review new MOUs and also identify existing or missing MOUs.

Chi Mak, Chair, said he would like to continue this discussion in parallel with the other efforts across campus and ultimately draft materials and guidelines for Curriculum purposes, which may be useful in informing other areas of administration.

C. Online Curriculum (Chi Mak, UCOC Chair)

DISCUSSED BUT NOT ON AGENDA Mak reminded the committee of the plan to return discussion to online curriculum. He suggested the next meeting ought to focus on what's appropriate for online courses and programs at both the graduate and undergraduate levels, and how they should be reviewed. Diane Badame, Social Sciences Subcommittee chair, recommended that Associate Vice Provost Robin Romans, who liaises with WSCUC for online programs, provide some insight into relevant accreditation review considerations.

III. INFORMATION ITEMS

A. GE Memos

- *Attachment: UCOC GE Memo 12-10-19*

B. Scheduled Special Topics Report

- *Attachment: November 2019-January 2020 Special Topics*

Members Present

Diane Badame
Matt Bemis (Assoc. Registrar)
Steven Bucher
Megan Chan (Financial Aid)
John DeMartini (Support Staff)
Donna Garcia
Lawrence Green
Brian Head
Chi Mak (Chair)
Danielle Mihram
Geoffrey Shiflett

Members Absent

Judy Garner
Robin Romans

Guests