

UNIVERSITY COMMITTEE ON CURRICULUM (UCOC)

MINUTES

October 5, 2016

2:00-3:30 pm

****HOH 706****

I. UCOC September 2016 Minutes

- Attachment: UCOC September 2016 Minutes

→APPROVED

II. NEW BUSINESS

- A. Interdisciplinary Minors Designed by Students (Robin Romans, Associate Vice Provost)
Robin Romans would like UCOC feedback on an idea to offer interdisciplinary minors designed by students in consultation with faculty. This is a continuation of a discussion the Provost requested the year before last around the *Classical Perspectives* interdisciplinary minor.

DISCUSSED, OCTOBER 5, 2016, Robin Romans said that the Provost would like UCOC to consider new, interdisciplinary structures that will best serve students in addressing “wicked problems” and lead to innovation of the university in the 21st century, as was seen at the university in the early 20th century. The future student will be the political science major, who considers how best to approach global warming. Romans said that in discussions with the Provost, the idea of something bigger than the minor came up, or perhaps smaller, and more economical, at 12 units. The desire was to offer something that was flexible and would allow students to either gain greater depth or greater breadth, according to their academic inquiry or world view. The two ideas that resulted in the discussions with the Provost were (1) offering interdisciplinary minors designed by students, or (2) creating additional interdisciplinary minors (variations of the *Classical Perspectives* minor), from which the students would choose.

UCOC members expressed support for the initiative, especially the interdisciplinary minor designed by students. They questioned the brevity of a 12-unit minor. They also questioned who would decide if there was a strong enough academic rationale for the proposed minor? They agreed that an advisor would need to be assigned, as one is for the interdisciplinary major, who fields students’ concepts and directs them to existent majors and/or minors, or agrees that the proposed study does not exist and builds the curriculum with the student. That person would also serve to connect students with faculty members for the required capstone projects.

UCOC Chair Tom Cummings requested that Robin Romans draft the parameters for such an interdisciplinary minor designed by students for UCOC review at the November meeting. He reminded Romans that clear parameters will be needed.

B. Second Major BA/BS and Adjunct Bachelor's Degree (Jane Cody, Dornsife Curriculum Dean)

The USC Dornsife College and the USC Viterbi School of Engineering propose creating a new kind of USC program, an adjunct major. An adjunct major is an option intermediate to a double major and a major and minor. It offers more depth and substance than a minor and is intended to amplify the value of the state of information students have achieved with respect to their respective home disciplines. A home discipline is established by completing a major from one of the USC Dornsife College's traditional disciplines. An adjunct major is a second major available only to students who are also matriculated in a traditional discipline. An adjunct major in informatics provides a template for how an adjunct major can be implemented at USC.

- Attachment: *Defining Adjunct Majors*

DISCUSSED, OCTOBER 5, 2016, Jim Moore presented the history of the idea of the “adjunct major.” Viterbi had wanted to offer a Bachelor of Arts (BA) Informatics. Dornsife was opposed to Viterbi offering a BA, but intrigued by the idea of partnering with Viterbi to make its idea come to fruition. They researched other institutions and two program types appeared that fit what they were attempting: adjunct and co-majors. They adopted the concept of “adjunct major,” and Informatics coupled with another major only. Per Moore, the Informatics adjunct major (approx. 52 units) would make the humanities major more attractive. Informatics would couple a strong research methodology with a deep knowledge of subject area, offered by the primary major. No other university offers an Informatics “adjunct major.”

UCOC members were generally intrigued by the concept and envisioned the potential (and marketability) of pairing a second major of Informatics with Sociology, and many other majors (attached either to the BA or BS). They asked if partnering with majors outside of Dornsife BA majors had been considered. Moore said that there has been discussion, perhaps a Bachelor of Science (BS) option, but the curriculum would be different; this was a place to start. Moore said that the “adjunct major” would offer departments another mechanism to “team up” in interdisciplinary ventures.

UCOC Chair Tom Cummings encouraged Dornsife and Viterbi to continue to develop the concept. He said that there was no need to present the new program type of “adjunct major” to the Committee on Academic Policy and Procedure (CAPP). The question was curricular in nature.

After Viterbi's presentation, UCO members questioned if a new entity needs to be created, or if the current rule of not integrating BA and BS majors could be revised. (It was noted that then two diplomas would have to be given, one for the BA and one for the BS.) They considered the minimum units required by Dornsife, the units required for a double major, versus two degrees, and the units required for a BA versus a BS degree.

Discrepancies in the detail of program and degree types offered at the university and published in the *2016-17 USC Catalogue* were noted by Geoff Shiflett. Kristine Moe will review the *2016-17 USC Catalogue* and address any corrections that need to be made. (Specifically dual degrees were found listed under Undergraduate Education, and dual degrees only apply to graduate level programs.)

Cummings assigned Brian Head and Geoff Shiflett to review the current policy as it relates to double majors.

The discussion will continue in November.

III. OLD BUSINESS

A. Transfer Units Applied to Masters

On October 7, 2015, UCOC approved that the Transfer of Course Work policy should be changed to allow no more than 25% of the minimum units required of a master's level program (excluding prerequisites) to be transferred in and applied to a USC program.

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CLARIFIED, SEPTEMBER 7, 2016, UCOC members confirmed that their intention was to apply the language of "no more than 25 percent of the minimum units required for the program" to all areas that previously used the bracketing of units rule, including the Second Master's Degree rule and the rules of "Double Counting" for Dual Degrees.

The Second Master's Degree rule should now read:

1. Second Master's Degree (referenced in USC Catalogue)

A "second master's degree" is any master's degree pursued after a first master's degree is earned at USC. The maximum number of units which may be applied toward the second master's degree for course work taken from a first master's degree at USC is: **no more than 25 percent of the minimum units required for the program.** ~~4 units toward degree programs requiring 24–32 units; 8 units toward programs requiring 33–40 units; 12 units toward programs requiring 41 or more units.~~ Second master's degrees are not allowed in the same program of study for students who earned their first master's degree at USC.

For students who earned their first master's degree at another institution, no course work may be repeated from the first program of study and no unit credit from the first program of study may be counted toward the second master's degree. Subject credit could be awarded if approved through a petition process to the dean of the degree program. Program exceptions require approval of the University Committee on Curriculum and are listed in the departmental sections of this catalogue. No individual exceptions are allowed.

DISCUSSED, SEPTEMBER 7, 2016, The Rules on "Double Counting," in regard to Dual Degrees are suggested below. The final edit will be reviewed and potentially approved at the UCOC October meeting:

2. Rules on "Double Counting," Minimum Units Required (referenced in *Curriculum Handbook*)

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In addition, there is the following limitation on "double counting:" a GPSC subcommittee (11/18/71) proposed that the requirement for each degree component not fall below those that pertain to a second master's degree. The limits for a second master's <http://catalogue.usc.edu/graduate-2/grad-reg/> indicate how many units earned toward a first master's degree at USC may be applied toward a second master's. They are: **no more than 25 percent of the minimum units required for the program.** ~~four units toward degree programs requiring 24–32 units; eight units toward programs requiring 33–40 units; 12 units toward~~

~~programs requiring 41 or more units.~~ Thus, if a dual degree were established combining a 30-unit MA and a 60-unit MS, the program could use ~~4~~ **7.5** units from the MS toward the MA and ~~12~~ **15** units from the MA toward the MS, reducing the total units from 90 to ~~74~~ **67.5**. **The sum of the minimum units required for the dual degree may be reduced by no more than 25 percent of the minimum units required for each, standalone degree.** However, all required courses for each degree ~~would be~~ **are** required for the dual degree. If a required course for either degree is not required for the dual degree, the catalogue copy must include justification for the omission (i.e., that certain courses in one degree provided comparable content to the omitted course in the other degree).

DISCUSSED, OCTOBER 5, 2016, UCOG members suggested that the text from the beginning of the first highlighted section to the end of the second highlighted section be removed and the words “sum of” be added to the second iteration of the “minimum units” in the added bolded sentence. Kristine Moe said that she would edit per their instructions for the November meeting and ask for UCOG members’ approval of the final edit. She added one additional line edit that is detailed in the below paragraph.

For UCOG Review and Approval in November, the edited:

Rules on “Double Counting,” Minimum Units Required
(referenced in *Curriculum Handbook*)

...

In addition, there is the following limitation on "double counting:." ~~a GPSC subcommittee (11/18/71) proposed that the requirement for~~ **The requirements of each degree component may** not fall below those that pertain to a second master's degree. The sum of the minimum units required for the dual degree may be reduced by no more than 25 percent of the sum of minimum units required for each, standalone degree. All required courses for each degree are required for the dual degree. If a required course for either degree is not required for the dual degree, the catalogue copy must include justification for the omission (i.e., that certain courses in one degree provide comparable content to the omitted course in the other degree).

B. General Education (GE) Review Process (Brian Head, Arts and History Subcommittee Chair)

April 6, 2016, Brian Head suggested that General Education (GE) courses be streamlined into the existing curriculum review process on Curriculog for greater workflow transparency. The current Dropbox method does not allow for trackability, reason for request, and discussion back and forth between committee(s) and department(s).

UCOG Chair Tom Cummings said that Richard Fliegel should be invited to the next UCOG meeting to discuss.

May 4, 2016, Richard Fliegel was unable to attend the meeting. Robin Romans will reach out to Fliegel to discuss.

DISCUSSED, October 5, 2016, Robin Romans met with Richard Fliegel over the summer. Fliegel said that GE operates much as a department operates. No other department is on Curriculog currently, and reviewers are concerned that submissions and comments would be viewed by others outside the committee.

Brian Head said that with the current Dropbox method, departments cannot see where their proposals are in the review process. That was a common complaint from the UCOC-school outreach meetings last fall. Head said that in Curriculog comments of the reviewers in the committee step are hidden, and even if they were not, the comments entered by reviewers should be appropriate to the forum.

RECOMMENDED, UCOC Chair Tom Cummings recommends to the Provost that General Education (GE) submissions be submitted and reviewed via the curriculum management system Curriculog.

Members present

Diane Badame
Steven Bucher
Thomas Cummings (Chair)
Donna Garcia
Brian Head
Kristine Moe (Support Staff)
Robert Morley (Assoc. Registrar)
Robin Romans
Geoffrey Shiflett

Members absent

Judy Garner

Guests

Jim Moore
John O'Brien