

**University Curriculum Committee Minutes  
Meeting #6, October 30, 2007**

**Members Present:** Balch, Burges, Eldridge, Everett, Flashman, Hurlbut, Itin, Kinziger, Moyer, Powell, Robo, Van Duzer

**Members Absent:** Creadon, Moore

**Visitors Present:** Sally Botzler, Professional Studies; Mary Kay, Library; Judith Little, Assessment Office; Steve Smith, Natural Resources and Sciences; Robert Snyder, Academic Affairs; Harry Wells, Arts, Humanities and Social Sciences

**I. Announcements and Communications**

Eldridge announced International Education Week, November 13-15, 2007 (<http://www.humboldt.edu/iew/schedule.html>).

Robo announced Campus Dialogue on Race, November 1-9, 2007 (<http://www.humboldt.edu/~dialogue/>).

Burges shared copies of the CSU Coded Memo: AA-2007-28 titled Chancellor's Office Support for Educational Innovations:

**Transforming Course Design**

(<http://www.calstate.edu/AcadAff/codedmemos/AA-2007-28.pdf>).

Provost Snyder mentioned that the idea behind this is to look at the intersection of high enrolled courses plus courses where there's a high failure rate. Plus where there are interested faculty in the department who would like to work on this sort of project. Course names should be submitted to the Provost by November 30. Names of interested parties should be submitted to the Provost by December 12. Hurlbut added that she would like the Distance Learning Subcommittee to have the chance to review and advise on any proposals for courses involving distance learning. A brief discussion followed. Provost Snyder will bring the final list of courses to the UCC before submitting it to the Chancellor's Office.

**II. Minutes from Meeting #4, October 16, 2007** reviewed. M/Everett, S/Powell. Minutes approved with one change: "Chair Van Duzer noted that the UCC *might* (in place of "would") not support the use of the C-78 classification..."

**III. Discussion Item:** Midterm Subcommittee Program Reports.

Chair Van Duzer suggested that members start setting appointments with faculty to go over outcomes for programs which are not going through Program Reviews so that when we go back to Program Reviews, the outcomes assessment is all put together. Asked group to convene subcommittees to get the process started.

Flashman noted that the Institutions Subcommittee will meet in the coming week.

The LSEE Subcommittee Midterm Report was presented by Flashman. He will try to attend the last two LSEE Executive Committee meetings of this term. Hurlbut added that the LSEE Executive Committee has created subcommittees to deal with WASC assessment, Prioritization and other things that they're dealing with.

Everett noted that the IS/LS subcommittee will meet in the coming week.

The Distance Learning Subcommittee Midterm Report was presented by Hurlbut. This subcommittee has not met this semester, but does communicate. Provost Snyder noted that he is trying to pull together a group of representatives from the UCC and the colleges to assess what do to with 2007/2008 resources for distance learning.

The Joint Assessment Subcommittee Midterm Report was presented by Moyer. This subcommittee is looking at whether or not to disband it. Discussion followed focusing on the need for updating the subcommittee's charge. Chair Van Duzer suggested that the Joint Assessment Subcommittee meet and bring a plan for the future to the UCC.

**Discussion/Action Item:** Possible Elimination of the German Studies Program. Chair Van Duzer drafted a letter summarizing the UCC's concerns with the proposal to eliminate the German Studies program. This letter was to be sent to Provost Snyder, Vice Provost Burges, President Richmond and the Senate Executive Committee.

**Action:** motion to table the letter brought to this meeting by Chair Van Duzer. M/Eldridge, S/Hurlbut. The Motion passed with one opposed and one abstention.

Discussion continued from the previous meeting. Everett believes that the UCC or the Academic Senate needs to initiate the review of the Discontinuance Procedure. Everett volunteered to draft a letter to take to the Academic Senate meeting on this day stating this and Eldridge

agreed to look at the draft. **Action:** motion to present this letter to the Academic Senate today passed (M/NH, S/JR) with one abstention.

Chair Van Duzer asked Moyer to report back to him on comments from the Academic Senate after the meeting.

**Discussion Item:** Program Review Suspension.

Chair Van Duzer reminded the group that subcommittees need to move forward with outcomes.

**Discussion Item:** Program Prioritization

Chair Van Duzer would like the UCC to have some involvement and asked that members look over the program prioritization process undertaken by [Indiana State University](#). Provost Snyder noted that he selected this process to use as a model because it seemed like a thoughtful process and he liked the amount of collaboration with faculty.

**Meeting adjourned.**