The meeting began at 8:00 a.m.

The Chair welcomed the Committee.

Consent Agenda:

The following items remained on the Consent Agenda and passed unanimously.

1. College of Aeronautics
   b. ANC – AHF 3102 – Advanced Human Factors
   c. ANC – AHF 4001 – Research Methods in Human Factors
   d. ANC – AHF 4302 – Human-Automation Interaction
   e. ANC – AVS 4302 – Fundamentals of Aviation Safety Mgmt. Systems

2. College of Business
   b. CGR – B.S. Information Systems

6. Department of Education and Interdisciplinary Studies
   Scholarly Inquiry (SI) – EDS 4311 – Research Methods

Consent Agenda Discussion Items

The following items were discussed and passed unanimously, as amended.

1. College of Aeronautics
   a. CRC – AVM 3202 – Airport Design

College of Psychology and Liberal Arts
4. Career Management Services/Cooperative Education
   CRC – CWE 3003 – Engineering Cooperative Engineering

The CRC forms for both AVM 3202 and CWE 3003 indicated the changes were to take effect in Fall 2014. However, because Fall 2014 registration had already begun, and the changes would make the courses more restrictive, it was explained that the changes could not go into effect until Spring 2015. Since there were no objections from either the College of Aeronautics or Career Management Services, the forms were accordingly amended.

The following item was discussed and tabled on a vote of 14-1-0.

College of Science
5. Department of Chemistry
   CRC – CHM 1101 – General Chemistry 1

As with AVM 3202 and CWE 3003, the changes were requested for Fall 2014, and it was also believed that the earliest this change could go into effect was Spring 2015. However, the Registrar indicated there was a
greater concern that this course is one into which a large fraction of incoming freshmen are block-registered, and none of them will have had the new prerequisite MTH 1011 (Precalculus A). It was asked whether MTH 1001 (Calculus 1) could be made a prerequisite, since they would necessarily have the requisite skills taught in MTH 1011 to go into MTH 1001, but it was explained that this would not alleviate the problem of block-registering freshmen into CHM 1101 only to have to rearrange their schedule if they did not place above MTH 1011 on the math placement exams. The Registrar explained that while it would be ideal if students would take the math placement exams as early as possible, there is no mechanism to enforce this, and that block-registration must be complete by mid-June. It was also asked if the Department of Chemistry had looked at high school data as to how students performed in high-school chemistry, and correlated this with their performance in CHM 1101. The Department responded that it had tried to do this in the past, but the data was generally too spotty to be very useful.

After some additional discussion, it was clear that the Committee agreed with what the Department wanted to do from an academic standpoint, but it was not clear how, if approved, the change would be implemented. In any event, the Registrar indicated that it is too late at this stage to implement this type of change for the Fall 2014 semester, given the work required to program BANNER for block-registration. The Chair suggested that the Committee could approve the change in principle and let the relevant parties figure out how to implement it, or the Committee could table the matter until the Department of Chemistry, the Registrar’s Office, and the Department of Mathematical Sciences (if appropriate) could work out how to implement the change under consideration, after which time the Committee could again take up the matter. It was also suggested that Enrollment Management might have a role in implementing such a change. A motion was made to table the matter with a suggestion that an implementation plan be worked out.

The following item was discussed and passed unanimously, as amended.
1. **College of Aeronautics**
   f. ANM – Minor in Applied Human Factors

The submitted curriculum included the wording “Technical Elective – Safety”, and it was unclear exactly what this meant. In response, it was explained that this was intended to mean “aeronautical safety,” and that the College had a couple of courses in mind, but might approve additional courses. It was suggested that the wording about a technical elective be changed to “The remaining credits may be fulfilled through approved restricted (or technical) electives.” The College of Aeronautics agreed and the amendment was made.

The following item was discussed and passed unanimously, as amended.
2. **College of Business**
   a. CGR – A.A. Accounting

The CGR form indicated the change to the curriculum should be worded “MTH 1000, Select one 1000-level (or higher) mathematics course,” consistent with the wording in other programs in the University Catalog. The Committee agreed that this wording was ambiguous, and suggested that the wording be changed to “MTH 1XXX or higher.” The College of Business did not object, and the form was amended.

It was also suggested that the wording be changed in other programs in the Catalog to eliminate the ambiguous text. This led to a broader discussion on what the intent might be within each program that included this wording. For example, some programs might intend “any 1000-level or higher mathematics
course” irrespective of the content of that course, while other programs might be interested in a particular branch of mathematics (calculus vs. statistics, for instance). It was also suggested that a program’s intent might be for the student to take or transfer in a named math course, rather than a generic MTH 1XXX. The Chair asked if the Registrar’s Office could compile a list of programs with the ambiguous wording, and if so, he offered to contact those academic units to ask about the intent of their programs, and whether the wording could be changed to “MTH 1XXX or higher,” or something else that is clearer yet still in line with the program’s intent. The Registrar indicated this could be done.

The following item was discussed and passed unanimously, as amended.

College of Engineering
3. Department of Biomedical Engineering
   ANC - BME 4410 - Introduction to Biomedical Imaging

It was pointed out that one of the proposed prerequisites, CHM 2001 (Organic Chemistry 1) was a prerequisite to BIO 3210 (Mammalian Physiology), also a proposed prerequisite, making CHM 2001 redundant. As such, CHM 2001 was removed as a proposed prerequisite. It was also noted that the syllabus for the new course indicated that the reason to have PHY 2002 (Physics 2) as a prerequisite was to introduce students to the topics of optics and radiation, however PHY 2002 does not, in fact, include such material. It was explained that PHY 2002 only covers electromagnetism, and that while the Department of Physics and Space Sciences would ideally like to revamp the introductory physics sequence, this would require cooperation with several other programs (particularly those in the College of Engineering) that rely upon the existing sequence. The Department of Biomedical Engineering indicated that its desire would be to have even just a brief introduction to the basics of optics and radiation in either physics (optics/radiation) or chemistry (radiation). The Department of Chemistry noted that it briefly touches upon radiation in its introductory courses, but the Department of Physics and Space Sciences said that it could not fit the desired material into PHY 2002. In the end, PHY 2002 remained as a proposed prerequisite, but it was suggested that the course syllabus be amended to reflect that PHY 2002 does not include topics of optics or radiation.

Informational Item:

The Chair noted the following new members to the Committee.
1. New UGCC members: Dr. Chris Bashur (Dept. Biomedical Engineering)
    Dr. Richard Newman (School of Computing)

Discussion:

1. University Definition for a Credit Hour (Dr. Archambault)

   (Vote to recommend definition for a credit hour.)

   The Chair explained that he and Dr. Baloga (VP for Institutional Effectiveness) had spoken on the definition of a credit hour (hereinafter, “definition” or “draft definition”). The Online Academic Chairs Committee had met earlier in the month and approved additional language in the draft definition that addressed online learning. Dr. Baloga had indicated that she hoped the Committee would vote on recommending the definition. The Chair opened the floor for discussion. It was asked if any other changes had been made to the definition document, to which Dr. Baloga (who was in attendance) responded that she couldn’t recall whether the previous draft document included text related to thesis and dissertation (which is outside of the Committee’s purview), but otherwise there were no other changes. The Department of Chemical Engineering described as “hybrid” some of its courses which it did not believe directly fit into the draft definition, and asked whether its courses would be considered to be “traditional lectures” even though they
are a combination of both lecture and lab. It was explained that there are other courses that are a combination of lecture and lab, and that these fall under the appropriate categories in the draft definition, and that “hybrid” specifically refers to courses that are at least partially conducted online. It was also asked if it was okay if the number of contact hours exceeded those in the definition, to which the response was yes provided that the Committee does not feel the extra contact hours are so many as to be unfair given the credit awarded for the course.

A motion was made to approve the draft definition which passed unanimously.

The Chair reminded the Committee that the next meeting will be the last for the year, and also reminded the members that recent practice has been that any new, large (particularly programmatic) changes or additions that are desired to be in the next print edition of the Catalog should be presented at the April meeting, and not the August meeting. Such material presented at the August meeting shall not be guaranteed to make it into the next print edition of the Catalog, nor shall the Committee feel pressured into approving any large packages in August for that purpose.

Our next meeting is Friday, April 25 at 8:00 a.m. in the Physical Sciences conference room. Agenda items are due Friday, April 18.

The meeting ended at 9:00 a.m.

Respectfully submitted,

Mark Archambault – Chair