UCC Minutes
10/4/2018

Members: Becky Bailey, Michael Bush, David Cain, John Carmen, Maren Carpenter-Fearing, Joe Cobbs, Sara Drabik, Richard Fox, Trina Koscielicki, Tonya Krouse, Aimee Krug, Hilary Landwehr, Kelly Moffett, Terry Pence, K.C. Russell, Toru Sakaguchi, Danielle Todd, Rachele Vogelpohl.

Members absent: Bill Attenweiller, Amanda Brown, Matt Ford, Rudy Garns, Nancy Lang, Terry Powell, Michelle Teschendorf, Marcia Vorholt, Wendy Wood.

Liaisons and Visitors present: Allen Cole (Registrar), Connie Kiskaden (VPUAA), Brett Mueller (Catalog), Bethany Smith (Catalog), Beth Vasquez (Registrar's Office).

1. Minutes from 9-20-18 approved

2. Chair report –

   1) pulling PSY 100 H deletion from agenda as per department chair

   2) If your department has an "H" section (Honors) for a course, then you will likely be contacted

   3) You must complete a substantial change form when deleting a certificate or program

   4) There is a new Final Exam schedule – it is different from before; there is no lunch break (**PLEASE SHARE THIS INFORMATION WITH YOUR DEPARTMENT**)

3. Curricular items (see below) –

   PROPOSALS FOR APPROVAL
   Department of Business Informatics - INFORMATION SYSTEMS DEVELOPMENT CERTIFICATE
   Department of Teacher Education - MG Co-requisite changes
   Department of History and Geography - HIS - 100
   Department of History and Geography - HIS - 101
   Department of History and Geography - HIS - 108
   Department of History and Geography - HIS - 109
   Department of History and Geography - HIS - 310
   Department of History and Geography - HIS - 312
   Department of History and Geography - HIS - 318
   Department of History and Geography - HIS - 388
   Department of History and Geography - HIS - 489
   Department of History and Geography - History Pre-Major

   ALL APPROVED

   Department of Psychological Science - PSY - 100H   **PULLED FROM AGENDA AS PER DEPT. CHAIR**

4. New business (three items):
   1) Informational item – Honors is creating a curriculum committee; the makeup will be slightly different than other curriculum committees (e.g., it will not be a committee of full representation as that is not needed); communication is ongoing about how the committee should be formed and how it should function (e.g., where members should be drawn from; when they will meet; etc.); email any ideas to Richard Fox, UCC Chair

2) Discussion item (Pre-requisites) – any course that is 300 level or above is required to have a pre-requisite. However, this may not make sense for some graduate courses such as a graduate program's intro course which is also open to students of other graduate programs. Thus, a question for consideration is whether we should change the policy when pre-requisites do not make sense. A UCC member is drafting policy language for consideration by the UCC Committee. Any such change would require graduate council and faculty senate approval.

3) Discussion item – for the last item, the UCC took the SLO-train to Storageville. In other words, we discussed whether someone should create and maintain a repository for all course-level SLOs (**we are not discussing program level SLOs, just course SLOs**). Currently, NKU does not store SLOs for courses – not in SAP, the catalog, or anywhere. Thus, course SLOs are listed only when a course is initially proposed to UCC or the course undergoes a curriculum change to alter the SLOs.

   A concern shared at the UCC meeting is when a faculty member, over time, revises a course and changes the SLOs without submitting those SLO changes to UCC. The course was approved by UCC with specific SLOs, so a course with new SLOs would result in a non-approved version of the course. To resolve this concern, the faculty member would have to either use the SLOs that were included when the course was approved by UCC or would have to submit the SLO changes to the curriculum process (i.e., curriculog). Again, the concern is that faculty must teach the course in the format that it was approved; faculty cannot just change SLOs without approval from UCC – this could be a more significant issue when accrediting bodies evaluate NKU.

   A question posed by the UCC Chair is whether someone should create a SLO repository and if so, where? how? And, more importantly, who will maintain the database? Should UCC, or some other person, group, or committee, be in charge of cataloging SLOs?

   Faculty are currently being asked to review and, if necessary, adjust their course SLOs to correspond to the QEP plan based on information literacy, so the timing could be good for this type of effort. UCC members think creating an SLO bank is an idea worth exploring. Please ask your departmental colleagues about this idea so we may continue discussion at our next UCC meeting.

5. Adjournment