CCOC – Meeting

3 February 2012

11:30-1
254 Rose Administration

Draft of Minutes

Members Attending: Marsha Adams, Beth Bennett, Kathy Bolland, David Cordes, Ryan Earley, Maurizio Godorecci, Mary Ellen Hanna, Dave Heggem, Brenda Hunter, Millie Jackson, George McClure, Luke Niiler, Cynthia Sunal, Amy Thompson, Liza Wilson, Z.J. Wu
Guest: Bob Smallwood, Assistant to the Provost for Assessment

1. Beth Bennett reported that the 2011 Course Review was almost complete (see attachment); only two courses remain from the 2011 review cycle.

    a. **GES 225 SB *Impacts Major Engineering Accomplishments*** – has been recommended for approval by the subcommittee and has been opened for voting.
    b. **SW 200 HI *History of Social Welfare in the United States*** –has a mixed review from the subcommittee and requires some discussion before being opened for voting.
        i. George McClure, chair of the subcommittee, explained that two of the three committee members recommended against approval for the course on two grounds:
            1. Criterion #7 for HI courses -- *This course presents the most extensive overview of the major course content available to students at The University of Alabama. No course shall carry the HI designation if its content is available in another course with greater breadth.*
            2. Instructor of the course is not an historian.
        ii. Kathy Bolland reported that the course is not intended to replace the need for students to take HI courses, such as Western or American Civilization, nor was it a course in Social Work, per se, but that it met the other criteria.
        iii. CCOC members were encouraged to review the course syllabus, the course review by the subcommittee, and the criteria for HI courses before voting to approve or not SW 200.

2. Beth opened discussion from the members on this year's review cycle.
    a. Marsha Adams reported that the feature of the review program, which indicated voting on a course had been completed, was not working this year – keeping track of where one was in the review process became more difficult. Beth said she would check with Jason Phillips to see if that feature could be restored for next year.

    b. David Cordes raised the issue from the CCOC November meeting about different levels of accountability for different core designations and the possibility of adopting minimal standards for all; Beth said that modification of our template guidelines should wait until the 5-year cycle had been completed.

c. David Cordes also reported that there had been a problem for his students enrolled in the University Scholars Program getting W designation credit for split level W courses taken at the 500 level; Mary Ellen Hanna and Brenda Hunter said that there had been work done on the University Scholars Program and they thought such issues had been resolved.

d. The question was raised – how many negative, "or disapprove," votes should constitute grounds for not recommending approval?
    i. Some members thought courses should have approval on all criteria.
    ii. Beth said that in terms of the W course reviews, the subcommittee had been more lenient because writing is widely interpreted across campus.
        1. This year, we gave department chairs the opportunity to provide more information about writing assignments, with an upload button for materials beyond the syllabus, but few took advantage of the option.
        2. The suggestion had been made that the CCOC provide exact instructions on what words should appear on the syllabus.
        3. Committee members seemed to agree that the problem was not contractual words on the syllabus but rather the explanation of how writing was being evaluated by the instructor in the overall framework of the course.

e. Beth said that the CCOC review process is designed to check to see if courses are in compliance with the institutional guidelines for core curriculum designations.
    i. The CCOC has not been given the authority to assess the quality of instruction in core courses nor does it function as an enforcement body – we designed the review program to give the department or program head the responsibility for maintaining compliance in between reviews.
    ii. We are already seeing that a few courses we approved in the first two years of this review cycle are not being held to the necessary criteria.
    iii. One committee member reported that his College dean was claiming that the 35 enrollment cap for W courses was going to be ignored and asked if the CCOC had the authority to challenge that.
    iv. Beth stated that the CCOC was advisory to the Office of Academic Affairs and the Provost.

3. Beth introduced Bob Smallwood to the committee and explained that, due to recent SACS changes pertaining to General Education, we are being asking to consider assessment measures for the Core Curriculum prior to the end of our 5-year review cycle.
    a. Bob emphasized that he appreciated the work being done by the CCOC and that he wanted to report generally on some possible assessment approaches we could consider here at UA, with the idea that some pilot strategies might be initiated for 2012-13.
    b. He described two general approaches being used elsewhere.
        i. Using commercially prepared standardized instruments, e.g. at the "rising junior" level.

ii. Developing core competencies associated with undergraduate programs and departments with the help of WEAVE.

c. Members asked questions about determining baselines for learning outcomes and how proficiencies might be demonstrated, to which Bob responded that SACS has softened its wording on some of these issues, giving more flexibility.

d. David Cordes asked that since SACS requires the assessment of general education and the state of Alabama has defined the boundaries for general education, could we limit our assessment to the parts of the UA Core Curriculum that are included in the state's general education program?
   i. Bob responded that UA made that argument in 2004, and SACS accepted it; it could be a strategy we use.
   ii. Beth said that approach would remove W courses, as well as C courses and FL courses, from the general education assessment planning.

e. Beth asked to form an *ad hoc* planning subcommittee to work this next month with Bob Smallwood to develop recommendations regarding assessment measures.
   i. The following members volunteered: Ryan Earley, David Cordes, Liza Wilson, and ZJ Wu.
   ii. The rest of the CCOC members were asked, based on the CCOC reviews to date, to consider what common learning outcomes could be assigned for HU, SB, HI, FA, L, FC, MA, and N courses.
   iii. The goal is for committee members to have some recommendations to make at the next CCOC meeting.

4. Members were reminded to finish voting on the two remaining courses under review. Meeting adjourned at approximately 12:50.

Next meeting date: 2 March

		#	Course Title			AGSC	Dept. Head	CCOC Status	URL for AGSC website
2011	AAST	201	Introduction to African-American (also AMS 201)	SB	rec. 4/10	YES	DoVeanna Minor	APPROVED	http://uaops.ua.edu/syllabus/201140/47081
	AAST	249	African American Literature (also EN 249)	HU	not reviewed			renewed as EN 249	
	AAST	249	African American Literature (also EN 249)	L	not reviewed			renewed as EN 249	
2011	APR	322	Advertising copywriting	W			Joe Phelps	APPROVED	
2011	APR	332	Public Relations Writing	W				APPROVED	
NEW	APR	415	Online Magazine Writing and Editing: Adv. PR Writing	W				APPROVED	
2011	APR	420	Political Communication	W	delete			5/30/2011	
2011	APR	423	Advertising Management	W				APPROVED	
2011	APR	432	Public Relations Management	W				APPROVED	
2011	AY	101	Introduction to Astronomy	N		YES	Raymond White	APPROVED	http://uaops.ua.edu/syllabus/201140/41877
2011	AY	102	Astronomy Lab			YES		APPROVED	http://uaops.ua.edu/syllabus/201140/44564
2011	AY	203	Observational Astronomy Lab			YES		APPROVED	http://uaops.ua.edu/syllabus/201140/44278
2011	AY	204	Frontiers Solar System Astronomy	N		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/46844
NEW	AY	206	Astronomy Beyond the Solar System	N	6/29/2011			APPROVED	
NEW	AY	433	Astronomical Techniques	W	7/26/2011			APPROVED	
2011	CAT	200	Computer Education Applications	C			Stephen Tomlinson	APPROVED	
2011	CAT	250	Computer Education: Curriculum Development	C				APPROVED	
2011	CBH	201	Computer Based Honors	C			Shane Sharpe	APPROVED	
2011	CBH	202	Computer Based Honors	C	delete			12/2/2011	
2011	CHI	101	Elementary Chinese I	HU			Koji Arizumi	APPROVED	
2011	CHI	101	Elementary Chinese	FL				APPROVED	
2011	CHI	102	Elementary Chinese II	HU				APPROVED	
2011	CHI	102	Elementary Chinese	FL				APPROVED	
2011	CHI	201	Intermediate Chinese I	HU				APPROVED	
2011	CHI	202	Intermediate Chinese II	HU				APPROVED	
2011	COM	100	Rhetoric and Society	HU		YES	Beth Bennett	APPROVED	http://uaops.ua.edu/syllabus/201040/40091
2011	COM	101	Principles of Human Communication	SB		YES		APPROVED	http://uaops.ua.edu/syllabus/201110/16777
2011	COM	121	Honors Critical Decision Making	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/49130
2011	COM	122	Critical Decision Making	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201010/18982
2011	COM	123	Public Speaking	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40094
2011	COM	210	Oral Interpretation of Literature	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40100
2011	COM	220	Interpersonal Communication	SB		YES		APPROVED	http://uaops.ua.edu/syllabus/201040/40104
2011	COM	310	Rhetorical Criticism	W				APPROVED	
2011	COM	341	Rhetoric and American Politics	W				APPROVED	

2011	COM	342	Rhetoric of Social Protest	W				APPROVED	
2011	COM	413	Communication and Diversity (also AAST 413)	W				APPROVED	
2011	COM	415	African American Rhetoric (also AAST 415)	W				APPROVED	
2011	COM	450	Advanced Organization Communication	W				APPROVED	
2011	COM	463	Relational Communication	W				APPROVED	
NEW	COM	465	Intercultural Communication	W				APPROVED	
2011	GN	101	Elementary German I	HU		YES	Tom Fox	APPROVED	http://uaops.ua.edu/syllabus/201110/10986
2011	GN	101	Elementary German	FL				APPROVED	
2011	GN	102	Elementary German II	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201130/32514
2011	GN	102	Elementary German	FL				APPROVED	
2011	GN	103	Accelerated Elementary German	FL				APPROVED	
2011	GN	103	Accelerated Elementary German I	HU				APPROVED	
	GN	111	Accelerated Elementary German	FL	delete			9/26/2011	
	GN	111	Accelerated Elementary German II	HU	delete			9/26/2011	
	GN	112	Accelerated Intermediate German	FL	delete			9/26/2011	
	GN	112	Accelerated Intermediate German	HU	delete			9/26/2011	
2011	GN	201	Intermediate German I	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/41716
2011	GN	202	Intermediate German II	HU		YES		APPROVED	
2011	GN	260	The Holocaust in Film and Literature	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201110/11010
2011	GN	264	German Literature in Translation I	HU				APPROVED	
2011	GN	264	German Literature in Translation I	L				APPROVED	
2011	GN	265	German Literature in Translation II	HU				APPROVED	
2011	GN	265	German Literature in Translation II	L				APPROVED	
2011	GN	461	Advanced German Conversation and Composition I	W				APPROVED	
2011	GN	462	Advanced German Conversation and Composition II	W				APPROVED	
2011	HY	101	Western Civilization to 1648	HI		YES	Kari Frederickson	APPROVED	http://uaops.ua.edu/syllabus/201140/40361
2011	HY	102	Western Civilization since 1648	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/42190
2011	HY	105	Honors Western Civilization to 1648	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40153
2011	HY	106	Honors Western Civilization since 1648	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40158
2011	HY	203	American Civilization to 1865	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40488
2011	HY	204	American Civilization since 1865	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40772
2011	HY	205	Honors American Civilization to 1865	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/40160
2011	HY	206	Honors American Civilization since 1865	HI		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/44484
	HY	306	History of Oriental Thought	W	delete			6/29/2011	
	HY	341	U.S. and Vietnam War	W	delete			8/31/2011	

	HY	357	World War I	W	delete		6/29/2011
	HY	358	World War II	W	delete		6/29/2011
	HY	392	Eighteenth Century Political Thought	W	delete		6/29/2011
2011	HY	393	British Empire and Commonwealth	W			APPROVED
2011	HY	400	Special Studies in History	W			APPROVED
2011	HY	409	American Revolution and New Nation	W			APPROVED
2011	HY	413	Mexican War through Civil War	W			APPROVED
	HY	417	U.S. from World War I to World War II	W	delete		9/19/2011
TEMP	HY	424	American Thought Before 1860	W	3/24/2010		APPROVED
TEMP	HY	425	American Thought Since 1860	W	3/24/2010		APPROVED
	HY	427	Women in Early America 1492-1877	W	delete		6/29/2011
	HY	429	American South and Southwest	W	delete		6/29/2011
TEMP	HY	430	Undergraduate Research Seminar	W	4/8/2010		APPROVED
TEMP	HY	432	Beyond Pocahontas	W	4/8/2010		APPROVED
2011	HY	443	Renaissance	W			APPROVED
2011	HY	444	Reformation and Counter-Reformation	W			APPROVED
	HY	450	Europe since 1914	W	delete		9/16/2011
TEMP	HY	451	Early Modern Germany	W	4/8/2010		APPROVED
	HY	471	Age Exploration & Conquest	W	delete		6/29/2011
2011	HY	474	Relations of U.S. and Latin America	W			APPROVED
	HY	476	History Religion in Latin America	W	delete		6/29/2011
TEMP	HY	481	War and Diplomacy in Late Medieval and Early Modern Europe	W	4/8/2010		APPROVED
TEMP	HY	482	War and Religion in the West	W	4/8/2010		APPROVED
2011	HY	490	England under the Tudors	W			APPROVED
2011	HY	491	England under the Stuarts	W			APPROVED
2011	HY	493	Britain in 18th Century	W			APPROVED
2011	HY	494	Britian in the Victorian Age	W			APPROVED
2011	HY	495	20th Century Britain	W			APPROVED
2011	JA	101	Elementary Japanese I	HU		Koji Arizumi	APPROVED
2011	JA	101	Elementary Japanese	FL			APPROVED
2011	JA	102	Elementary Japanese II	HU			APPROVED
2011	JA	102	Elementary Japanese	FL			APPROVED
2011	JA	201	Intermediate Japanese I	HU			APPROVED
2011	JA	202	Intermediate Japanese II	HU			APPROVED
NEW	JA	356	Traditional Japanese Literature Translation (also, WL 356)	W			APPROVED

NEW	JN	200	Introduction to Journalism	HU	7/25/2011		Jennifer Greer	APPROVED	
2011	JN	311	Reporting	W				APPROVED	
2011	JN	312	Editing	W				APPROVED	
2011	JN	315	Beat Reporting	W				APPROVED	
NEW	JN	411	Depth Reporting	W				APPROVED	
2011	JN	412	Opinion Writing	W				APPROVED	
	JN	414	Media Management and Operation	W	delete			9/19/2011	
2011	JN	415	Advance Magazine Writing	W				APPROVED	
NEW	MC	101	Mass Communication	SB	6/29/2011			APPROVED	
2011	MC	409	History of Communication	W			Caryl Cooper	APPROVED	
2011	MC	413	Communication and Diversity	W				APPROVED	
TEMP	MC	421	Political Communication	W	Fall 2010			APPROVED	
2011	MC	425	Media Management	W				APPROVED	
2011	RUS	101	Elementary Russian	FL			Tom Fox	APPROVED	
2011	RUS	102	Elementary Russian	FL				APPROVED	
	RUS	111	Accelerated Elementary Russian	FL	delete			9/26/2011	
	RUS	112	Accelerated Elementary Russian	FL	delete			9/26/2011	
TEMP	RUS	223	Nineteenth-Century Russian Literature in Translation (also, WL 223)	L	7/26/2011			APPROVED	
TEMP	RUS	223	Nineteenth-Century Russian Literature in Translation (also, WL 223)	HU	7/26/2011			APPROVED	
TEMP	RUS	224	Twentieth-Century Russian Literature in Translation (also, WL 224)	L	7/26/2011			APPROVED	
TEMP	RUS	224	Twentieth-Century Russian Literature in Translation (also, WL 224)	HU	7/26/2011			APPROVED	
TEMP	SW	200	History of Social Welfare in the United States	HI	3/31/2010	YES	Javonda Williams	VOTING	http://uaops.ua.edu/syllabus/201130/33781
TEMP	SW	210	Family and Child Welfare	SB	3/31/2010	YES		APPROVED	http://uaops.ua.edu/syllabus/201010/10008
TEMP	SW	212	Death, Dying and Bereavement	SB	3/31/2010	YES		APPROVED	http://uaops.ua.edu/syllabus/201110/18060
2011	SW	401	Social Welfare Policy and Services	W				APPROVED	
2011	SW	440	Social Work Practice with Individuals and Family	W				APPROVED	
2011	TCF	112	Motion Picture History and Criticism	HU		YES	Glenda Williams	APPROVED	http://uaops.ua.edu/syllabus/201110/10036
2011	TCF	112	Motion Picture History and Criticism	FA		YES		APPROVED	http://uaops.ua.edu/syllabus/201110/10036
2011	TCF	310	Telecommunication Programming	W				APPROVED	
TEMP	TCF	332	Electronic News Fundamentals	W	Fall 2010			APPROVED	
2011	TCF	433	Broadcast News Analysis	W				APPROVED	
2011	TCF	440	Seminar in America Cinema	W				APPROVED	
Courses for Review, Given TEMP Status, Fall 2010-Summer 2011									
TEMP	ARH	378	Art of the Atrician Diaspora	W			Cathy Pagani	APPROVED	
TEMP	ART	309	Navigating the Art World	W				APPROVED	

	BEF	490	Democracy and Education	W	delete		Natalie Adams	6/28/2011	
TEMP	BSC	471	Plant Physiology	W			Patricia Sobecky	APPROVED	
	BSC	497	Sp Tps: Intro Stats for Bio	C	delete				
TEMP	CE	468	Construction Scheduling	W			Edward Back	APPROVED	
NEW	CHS	427	Health Policy and Planning	W	7/25/2011		Lea Yerby (B. Wright)	not submitted--deferred review until 2012	
TEMP	CS	220	Business Programming II	C			David Cordes	APPROVED	
TEMP	CS	360	Data Structures & Algorithms	C				APPROVED	
TEMP	CS	457	Database Management Systems	W				APPROVED	
TEMP	CTD	255	Computer Application for Interior Design	C			Shirley Foster	APPROVED	
NEW	CTD	353	Language of Design	W				APPROVED	
NEW	CTD	427	Adv Comp. Applications Design	C				APPROVED	
TEMP	GEO	104	Hazardous Earth	N			Fred Andrus	APPROVED	
TEMP	GEO	401	Paleoclimatology	W				APPROVED	
TEMP	GES	225	Impacts Major Engineering Accomplishments	SB			Kevin Whitaker	APPROVED	
TEMP	PSC	437	Post Communism	W	delete		Richard Fording	9/19/2011	
TEMP	PSC	446	Political Econ of Security	W				APPROVED	
TEMP	SP	104	Elem Spanish for Engineering	HU		YES	Tom Fox	APPROVED	http://uaops.ua.edu/syllabus/201130/33410
TEMP	SP	104	Elem Spanish for Engineering	FL				APPROVED	
TEMP	UH	331	Save First: Poverty in America	HU		YES	Jacqueline Morgan	APPROVED	http://uaops.ua.edu/syllabus/201110/19091
TEMP	UH	332	Bridge Builders of Alabama	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/49339
TEMP	UH	333	vry Move Cnts ChessED Project	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/49342
TEMP	UH	334	Documenting Justice I	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/49340
TEMP	UH	335	Documenting Justice II	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201110/19093
	UH	336	Poverty and Civic Engagement	HU	delete				
TEMP	UH	350	Black Belt Experience	HU		YES		APPROVED	http://uaops.ua.edu/syllabus/201140/49346