Rhode Island College Undergraduate Curriculum Committee

Minutes fo the meeting of 20 October 2023

2:00pm-4:00pm, by Zoom

**Present**: Sue Abbotson (Chair), Todd Borgerding, John Burke, Seth Dixon, Natasha Feinberg, Anthony Galvez, Quenby Hughes (FAS Dean), Carolynn Masters (Provost/VPAA), Soumyadeep Mukherjee, Glenn Rawson (Secretary), Kemal Saatioglu, Traci Weinstein

**Absent**: Carol Cummings (FSEHD Dean), Annette Griffin, Cara McDermott Fasy

**Excused**: Suchandra Basu (COGE Chair), Wendy Becker (from 2:23), Qian Liu.

**Guests**: Susan Clark, Silvia Oliveira, Holly Shadoian (until 2:40), David Ramirez, Kristen Pepin (from 2:34)

1. Call to order at 2:02pm

1. Minutes from last meetings on 12 May 2023 already approved and on the website.
2. Report of the Chair

* Worked over the summer to get all the Academic Rhode Maps updated and in place on the website. Also helped Lexi with catalog updates and an “online” version is there, but the fixed .PDF version is yet to be confirmed. We have 2023-2024 Word files for the catalog on the Forms and Information page but it might be that they are missing some details as the official copy has not finalized.
* I have sent out the request to Deans to examine courses not offered in the past two years and not scheduled for this year to see what needs to be deleted. This year there was nothing listed for Nursing. Seven possible for Social Work (we’ll leave these for now due to the flux situation within the school, and a new Dean can revisit later in the academic year), thirteen for FSEHD, and the FAS is looking at 138. The School of Business had eleven (CIS and CSCI are now both in SOB) and they have requested those all be maintained as they plan to offer them this year. The others have until the end of November to send me decisions; Quenby and Carol are both working on it and waiting to hear back from chairs
* Executive UCC did meet last month and discussed areas of concern that included: plans to get modalities listed in the catalog once CoOL has had its recommendations approved; keeping an eye on programs that exceed total credit guidelines and ensure moving forward that these are adhered to in new programs and revisions; need to find a way to fix catalog references to “alternate years”—as this term alone does not offer students a workable guide.
* Val Endress is working with SCG to find student reps for our committee; one was found to take the seat on COGE, and hopes are that we shall get some soon. Everyone asked to think about an possible candidates.
* We need to ensure that anyone submitting a proposal uses the current form.
* Given the changing dynamics of our student body, does it make sense to have three seats on the UCC filled by people from the School of Education and only a single seat for School of Business, who currently have a larger student body (Last graduation: FAS 468; FSEHD 82; SOB 138; SWRK 68; SON 69). Should we consider a change in the by-laws to take one seat from Education and transfer it to Business? If we want to do this it will have to go through Council.
* ***Discussion****: Various members supported reconsidering the membership apportionment systematically, and raised the question of what metric would be best for determining that (e.g., number of students in the various constituencies, or courses, or enrollments). UCC Chair said she would seek more information and suggestions, and bring this issue again to the next meeting.*

1. Annual Reports:

* Transfer Minors (2023 annual): *Holly Shadoian, Vice Provost of Undergraduate Affairs, reported that the policy on transfer minors was approved in 2019, and that we were the first school in the country to have one. It's a way of "repackaging" some of what some students earn at CCRI and providing an additional "stackable credential" (so, it's "posted" but not "awarded" at RIC), which can serve as a recruiting tool. The titles of our transfer minors may not be the same as any RIC minors. When the RIC staff member who had done much of the work on this left RIC, records of the processes or arrangements were lost, and now Brian Stevens in Admissions is working on technical matters while Holly Shadoian is working on inter-institutional issues for getting it going again.*
* ***Discussion****: none*

1. Monthly Reports

* COGE report: *Sue Abbotson, Chair of UCC, reports for Suchandra Basu, Chair of COGE, that COGE has formed an Executive Committee and is working with the full committee on improving the process and resources available to faculty for COGE proposals, including checklists, samples of successful proposals, digital forms, and updating the COGE website.*
* ***Discussion****: none*

1. New Business

* ***Motion to approve #001*** *(T. Weinstein/D. Mukherjee)*
* 23-24-001 Approve title revisions of RAD 432 Radiobiology MEDI 203 Complete Introduction to Medical Imaging to become the more accurate RAD 432 Advanced Principles and Radiobiology and MEDI 203 Introduction to Medical Imaging.
* ***Discussion****: none*
* ***Action****: Unanimously approved*
* ***Motion to bundle and approve #002 and #003*** *(T. Weinstein/K. Saatioglu)*
* 22-23-002 Approve a proposal to restructure the PORT major to lessen the number of total credits to become 30. Also add the NEWL test to the list of acceptable proficiency tests, and change when PORT 305 is offered (reflected on catalog copy).
* 22-23-003 Approve a proposal to revise the PORT minor to allow students to include a greater variety of courses but remain at 18-20 credits.
* ***Discussion****: Proposer Silvia Oliveira explained that 30 credits is typical for a modern language major, and previously our modern language majors at RIC have been requiring more credits than most colleges in the region.*
* ***Action****: Unanimously approved*
* ***Motion to approve #004*** *(S. Dixon/K. Saatioglu)*
* 23-24-004 Approve the capping of POL 240 Model United Nations at 10 students to be able to better facilitate the course demands. Since this will not require and catalog change this can be made effective for Spring 2024 (when the course will be next offered).
* ***Discussion****: none*
* ***Action****: Unanimously approved*
* ***Motion to approve #005*** *(Q. Hughes/D. Mukherjee)*
* 23-24-005 Approve the revision of minors in French, Italian and Spanish minors to allow students to include a greater variety of courses but remain at 18-20 credits.
* ***Discussion****: Proposer David Ramirez clarified that the three language programs that do not use course 114 in their minors have not been offering that course for many years. PORT does offer that course regularly, and includes it in the minor. FAS Dean Quenby Hughes suggested that the Spanish program might consider teaching Spanish 114 again and including it in a future version of the minor, in connection with the advent of something called the Biliteracy Seal.*
* ***Action****: Unanimously approved*
* ***Motion to approve #006*** *(D. Mukherjee/N. Feinberg)*
* 23-24-006 Approve revisions to the Health Education program’s retention policies that offer greater clarity and update to current practice in the field.
* ***Discussion****: none*
* ***Action****: Unanimously approved*
* ***Motion to bundle and approve #007 through #015*** *(T. Borgerding/A. Galvez)*
* 23-24-007 Approve a revision to prerequisites of HPE 413 Practicum in Elementary Physical Education to become HPE 301 or HPE 301W, HPE 313 and HPE 314; or consent of department chair. Also, HPE 314 Middle School Activities, HPE 325 Assessment in Physical Education and HPE 409 Adapted Physical Education are missing “W” options and need these adding in.
* 23-24-008 Approve a revision to prerequisites of HPE 414W Practicum in Secondary Physical Education to become HPE 314 and HPE 315 or consent of department chair.
* 23-24-009 Approve a revision to prerequisites of HPE 415 Teaching/Assessment in Adapted Physical Education to become HPE 409 and SPED 333 or consent of department chair.
* 23-24-010 Approve a revision to prerequisites of HPE 417 Practicum in Elementary Health Education to become HPE 326 or consent of department chair.
* 23-24-011 Approve a revision to description of HPE 423W Student Teaching Seminar in Physical Education to clearly identify it as a WID course. Also revise the prerequisite of HPE 422W and HPE 423W to add the W to the prerequisite courses mentioned in each.
* 23-24-012 Approve a revision to prerequisites of HPE 424W Student Teaching in Health Education to become Concurrent enrollment in HPE 422W and an approved Readiness to Student Teach Portfolio.
* 23-24-013 Approve a revision to prerequisites of HPE 425W Student Teaching in Physical Education to become Concurrent enrollment in HPE 423W and approved Readiness to Student Teach Portfolio.
* 23-24-014 Approve a revision to prerequisites of HPE 434 Health Education Student Teaching Capstone to become Approved Readiness to Student Teach Portfolio; also, add “Graded as S/U” to the end of the description.
* 23-24-015 Approve a revision to prerequisites of HPE 435 Physical Education Student Teaching Capstone to become Approved Readiness to Student Teach Portfolio. Also add F and Sp to when offered.
* ***Discussion****: none*
* ***Action****: Unanimously approved*

1. Any Other Business

***Motion to adjourn*** *at 2:58pm (C. Masters/Q. Hughes)*

***Action****: Unanimously approved*

*Respectfully submitted by Glenn Rawson*