

All University Committee (AUC)
Thursday, December 2, 2021
3:30 p.m.
Virtual *via* Google Meet

Committee Members in Attendance:

Franca Barricelli, Deborah Benes, Oscar Burgos-Pimentel, Cathy Canney, Joe Cautela, Rachelle Dermer, Steven Fiedler, Kerry McManus, Daniel Sarefield, Elisabet Takehana, Kisha Tracy, Amy Wehe

Committee Members Absent: Laura Bayless, Rala Diakite

Guests in Attendance:

Mary Ann Barbato, Catherine Buell, Barbara Cormier, Elizabeth Gordon, Jane Huang, Denise Sargent, Nelly Wadsworth

Co-Chair Amy Wehe called the meeting to order at 3:34 p.m.

Acceptance of Sub-Committee Minutes

AUC Curriculum Meeting: October 21, 2021

Motion: Joe Cautela Second: Deb Benes

Vote: 11/0/0

Approval of AUC Minutes

AUC Meeting: November 4, 2021

Motion: Joe Cautela Second: Deb Benes

Friendly Amendment: There are corrections needed to be update for the wording under the NECHE Open Forum section. Dr. Canney will send corrections to the AUC secretary to update the minutes to reflect the correct wording.

Vote: 12/0/0 *(Approved w/ friendly amendment)*

Referral of Proposals

Refer proposals AUC #15 – AUC #22 to the AUC Curriculum Committee.

Motion: Joe Cautela Second: Deb Benes

Vote: 13/0/0

Proposals to Consider for Recommendation of Approval

AUC #3 – Quantitative Reasoning (QR) Designation for MATH 1300 Pre-Calculus

Sponsor: Amy Wehe (*On behalf of Mary Ann Barbato*)

Motion: Joe Cautela Second: Deb Benes

This is for Pre-Calculus. It initially did not have the QR designation. We wanted to talk about applications and how we can change the syllabus to make it better for QR. So that has been done. There was a question in curriculum about the original vote on this for the QR. So the new syllabus goes over the quantitative and reasoning subjects.

Feel more comfortable with and favor for this designation. This will help other departments with their process for MAJs for their departments.

Vote: 13/0/0

AUC #4 – Update the Prefix to Public Health Science Courses

Sponsor: Elizabeth Gordon

Motion: Joe Cautela Second: Deb Benes

Last year we changed the major from Environmental Public Health to Public Health Science. So want the prefix to reflect the new name change.

Vote: 13/0/0

AUC #5 – Procedural & Logical Thinking (PL) and Advanced Integrating & Applying (AIA) Designations for GEOG 3110

Sponsor: Elizabeth Gordon

Motion: Joe Cautela Second: Deb Benes

Seeking designations of Procedural & Logical Thinking (PL) and Advanced Integrating & Applying (AIA) for GEOG 2110 Climatology. It is currently an SMT under the old LA&S curriculum. It fits through data

analysis it fits with procedural and logical thinking outcome and because it is a 3000 level course and two options for prerequisites in the LA & S and it satisfies the requirement for an advanced course.

Vote: 13/0/0

AUC #6 – Adding Electives to the Geographic Information Systems (GIS) Minor

Sponsor: Jane Huang

Motion: Joe Cautela Second: Deb Benes

Proposing to add two new courses into the minor. These two courses were approved before the pandemic. These two courses have been added to the Geographic Science Technology Major and another minor in GIS Crime Mapping but not to the GIS Minor because we were not able to before the pandemic hit so now we are proposing to add this because we originally planned to before the pandemic; which is adding the two courses to GIS.

This is an interdisciplinary minor so the Computer Science colleagues have been consulted and they also voted in their curriculum committee meeting with a unanimous vote.

Vote: 13/0/0

AUC #7 – Adding Electives to the Geographic Science and Technology (GST) Minor

Sponsor: Jane Huang

Motion: Joe Cautela Second: Deb Benes

This is similar proposal to AUC 6 the two same courses Web GIS and GIS II added to Geographic Science & Technology Minor. It was added the major pre-pandemic and now seeking to add to the minor as well.

Vote: 13/0/0

AUC #8 – Procedural & Logical Thinking (PL) and Advanced Integrating & Applying (AIA) Designations for Geographic Information Systems (GIS) for Criminal Justice

Sponsor: Jane Huang

Motion: Joe Cautela Second: Deb Benes

This is to seek PL and IHIP designations for GIS for Criminal Justice which is offered in the Geographic Science and Technology and the Criminal Justice programs. It's taught to both disciplines Criminal Justice and GIS. So that is why we are seeking both the Procedural & Logical Thinking and the High Impact Practice.

Note: There was a friendly amendment from Curriculum was to change the AIA to IHIP in the title. And there was a recommendation to add CJ faculty who can teach the course.

Sponsor was told Dr. Kate Hazen would be another option to co-teach with Dr. Huang down the road.

Friendly amendment: Line 6B: Add Dr. Kate Hazen's name to the proposal as a CJ faculty who can also teach the course.

Vote: 13/0/0 (*Approved w/ friendly amendments*)

AUC #9 – Diverse Perspectives (DP) and Procedural & Logical Thinking (PL) Designations for Urban Geography

Sponsor: Jane Huang

Motion: Joe Cautela Second: Deb Benes

This course is a social geography class. We introduce students to the diverse perspectives with land, people, political, climate change teach that in GIS we go over mapping, creating perfect patterns, urban growth; that's why we are seeking both designations DP and PL.

Vote: 12/0/0

AUC #10 – Diverse Perspectives (DP) Designation for Four Social Geography Courses

Sponsor: Jane Huang

Motion: Joe Cautela Second: Deb Benes

This is a bulk proposal covering four courses: They are all in the category of social geography and each focus on a specific area. Every course has to touch every aspect of geography. That is why we are seeking the diverse perspectives designation for all of them.

Human Geography we talk about population and growth, disease and public health, fertility rate and death rate; we talk about how political forces impact populations and economic forces. Natural environment: precipitation and temperature and climate change may impact their lives. We study these and put them all together to understand the impact on these populations. We also study language and culture and urban development areas and what economic industries have more forces in those areas. In political geography we study political forces from the local people, the governing class, international communities; they all have their own perspectives. We study why people have certain perspectives.

Vote: 12/0/0

AUC #11 – Add Lab Designation to GEOG 1000 and Old LA&S Curriculum

Sponsor: Elizabeth Gordon

Motion: Joe Cautela Second: Deb Benes

Last year we added a lab to our introductory course GEOG 1000 to align it with the new gen ed, but at the time we didn't think about adding it to the old LA&S. So since we have three years of students still

under the old LA&S program, we are asking to have the lab designation added to the course under the old LA&S for that reason.

There was a friendly amendment from the curriculum committee: Line #4: They requested the LAB designation be retroactive to Fall 2021.

Vote: 12/0/0 (*Approved with friendly amendment*)

AUC #12 – General Education Designations for Select Honors Courses

Sponsors: Catherine Buell

Motion: Joe Cautela Second: Deb Benes

We have a total of three elements for the committee to consider. The first is to do a cleanup. Some of these classes when through AUC last spring (Spring 2021) and some didn't make it there at all. Because some of our courses live in academic departments we reached out to these departments to get the appropriate general ed designations for the classes.

One friendly amendment the sponsor is asking to have these retroactive to fall 2021. (Adding to number 4: Retroactively fall to fall 2021.)

A question from a committee member about HON 2100: Question was about asking for AIA, wanted to know should that wait for English Studies to pass through for this course? Sponsor answered: It came from consultation of English Studies department said that was their plan so we said we'll just put that in there. English Studies faculty backed that statement up and stated this is fine because this proposal is going through, now they will not need to put one through.

Vote: 12/0/0 (*Approved with friendly amendment*)

AUC #13 – General Education Designations for HON 1020

Sponsors: Catherine Buell

Motion: Joe Cautela Second: Deb Benes

This course is HON 1020 Current Events and Service Learning and it does not live in a department like some of our other courses it is taught across campus from variety of disciplines. So we chose to put this through on its own and we are seeking to have the designations Civic Learning (CV), Diverse Perspectives (DP), and Integrative High Impact Practice (IHIP) designation of Civic Engagement as assigned to this course.

The first time we are running the course is in spring 2022.

Vote: 12/0/0

AUC #14 – Advanced Integrating & Applying (AIA) and Integrative High Impact Practice (IHIP) Designations for Honors Thesis I and Honors Thesis II

Sponsors: Catherine Buell

Motion: Joe Cautela Second: Deb Benes

This is for our Thesis I and Thesis II courses. We are seeking the designation of AIA and the Integrative High Impact Practices (IHIP) designations of Student-Faculty Research Project and Student-Faculty Creative Project. We felt these fit in these categories and every honors student must take these courses.

There is a friendly amendment to Section1 (Brief synopsis of proposal): Want it to be retroactive to this fall.

Vote: 12/0/0 (*Approved with friendly amendment*)

Other Business

Adding Registrar’s Notes to the Procedures and Practices for AUC and Standing Committees Document

We talked about this a little bit in our last AUC meeting. Now it is written up for discussion. We have a few things new in the draft and it was asked that we add this to our procedures and practices. So this is a draft for the committee’s consideration.

We had discussions with our Registrar Barbara Cormier and discussed what it should and would look like. This still fits with everything we talked about at our last meeting. In discussions with the registrar.

The first three bullets here: the minor course title changes, minor catalog description changes, and the cross-listing are things we already do in practice. The reason for the registrar notes is to have a place for these to live as an official document that is documented in the minutes.

The last two bullets are things that Barbara brought up in discussion to bring forth to the committee to see if these were okay to put into these practices and procedures, which would include course prerequisite and co-requisites removal that changes when all the courses involved are in the same department. If the prereq and coreq are in another department and effects another department that should go through AUC. So this is only if they are in the same department.

The last one is elective courses removed from catalog if not taught in the past five years but only by department’s request or if the department request to have it removed they can go this route without going through the whole process of AUC to take those off the books.

Motion to approve these amendments and changes to the procedures and practices documentation by Joe Cautela seconded by Deb Benes.

Committee member stated they do not have any problem with removing courses from the catalog if they have not been taught in the last five years and using this route. My only concern would be for bullet number 4: It could potentially affect other majors and minors if they have that course required for their own major and minor. Something to consider when looking over this document.

Problem is that if they need prerequisite and the major is packed full it would effect if students meet requirement of their major and effect the departments. I would prefer it goes through the governance process. Going through governance process may not result in it failing and also awareness of what is happening and everyone knows in case it might affect specific departments. Would be missing the input and discussion piece from departments that may be affected by the decision.

Friendly amendment to restrict to prerequisite or co-requisite removals within department only and only submitted by the department chair. Removal only. AUC Co-chair has added it to the document.

Committee member asked if the language could be change/written to say it impacts department only? That would be beneficial to the department to not have to go through the process and not have to red card so many students in. The registrar stated that is the direction they were going with this, this would eliminate the need to red card so many students into the course. So if the friendly amendment was to restrict it to prerequisite and co-requisite removals only within the department that would be beneficial.

We also wanted to put a note and make it clear that it could only be submitted by the department chair.

AUC Co-chair also wanted to note that the intro paragraph states that: "Registrar notes will be included in the AUC agenda and will inform the AUC chairs concerning any changes to courses so when it comes before the AUC and we see something that we think will need to go through the process, then we can require it go through the AUC process and have to go to a proposal and go through a vote.

Difference is we would not be voting and saving a significant amount of time. If we were able to remove this and just put in as AUC notes and registrar notes we could expedite changes without impact of having to enter multiple red cards.

AUC committee member asked: Where this info would be shown? Sponsor stated it would be in the AUC minutes.

Sponsor stated they would also have to have a form handed in/sent for the request. We have dynamic forms always available for downloads. So we would develop a form for this. We could also do something similar to the AUC website that would have another place for registrar notes details or something in that nature.

So the new language would read: **Course pre-requisites and co-requisite removals when all courses are within the same department and the changes only impact that department and come from the department chair.**

Chairs of departments would know if their courses are prerequisites of other departments and courses, so they would have to know that as well. That impacts enrollment so they do have to know that information

Sponsor asked if this would be effective immediately? Committee answered yes this would be immediate.

Vote: 11/0/1 (Yes/No/Abstain)

Items from the Floor

Co-Chair Kisha wanted to make sure committee was okay with reading the new format of the AUC forms. Everyone stated they were okay. The co-chairs stated if they do run into any issues to reach out to either co-chairs to let them know.

Adjournment

Motion: Joe Cautela Second: Deb Benes

Meeting adjourned at 4:36 p.m.

Vote: 12/0/0