

UNIVERSITY COMMITTEE ON CURRICULUM (UCOC)

MINUTES

December 1, 2021

2:00-3:30 pm

****Zoom Meeting****

I. UCOC NOVEMBER 2021 MINUTES

- Attachment: *UCOC November 2021 Minutes*

➔ **APPROVED.**

II. OLD BUSINESS

A. Updates to New Program Proposal Form (Andy Stott, Vice Provost for Academic Programs)

DISCUSSED Attention turned to minimizing the duplication of effort between developing the pre-proposal form and populating the Curriculog proposal. It was decided that duplicative fields will be removed from Curriculog and the information will live in the attached pre-proposal. The Curriculog form will provide an opportunity to describe any changes to the program that have been adopted since pre-proposal approval. If program proposals come through with revised content that UCOC finds significant, UCOC will bring the changes to the attention of Vice Provost Stott, but otherwise the pre-proposal will not automatically need resubmission. For the pilot version of this updated process, the Vice Provost for Academic Programs step of the workflow will remain, with the possibility of streamlining the process by removing it in future. To assist with the rollout of the updated pilot process, Stott recommended that the deadline for new programs to be extended from mid-February to March 1.

UPDATE FOLLOWING DECEMBER MEETING Curriculog was updated to reflect discussions from December, with the green light from UCOC Chair Chi Mak and Stott to take it live. It was also agreed to align the deadline for new courses and minors with the extended new program deadline of March 1.

III. NEW BUSINESS

A. Sunsetting Programs (Andy Stott, Vice Provost for Academic Programs)

DISCUSSED Stott remarked that the sign of a healthy curriculum process includes reviewing existing curricular provisions and pruning outdated or underutilized programs, a topic which was also being discussed by stakeholders elsewhere at USC. He referenced a recent article in *The Wall Street Journal* that in part commented on the apparent explosion of credential development at USC over the last five to ten years. The potential concern is that the growth has not been offset by any kind of retirement of outdated and unused POSTs. Stott encouraged UCOC to consider what institutionally relevant criteria might be part of the discussion on sunsetting programs, who should be part of the discussion, and what role might the Provost's Office have in enforcing the process.

Donna Garcia, commenting on behalf of UCAR, noted that there is no formal program termination process beyond what is initiated by the school and sent to the Registrar [to expire the POST in internal systems and remove it from the Catalogue]. She said that UCAR has been reviewing master's program data to help develop university-wide benchmarks and potentially a process to recommend sunsetting underperforming programs. Stott said his focus was equally on programs that remain in our institutional catalogue despite lacking any enrollment. Matt Bemis, Degree Progress, reported that there were about 53 programs that have been on the books for longer than five years and have not graduated a student since 2010 or before. He suggested programs with no recent enrollment nor graduating students might be candidates for sunsetting. Stott made it clear that some programs might warrant remaining on the books for institutional reasons and the commitment to diversity of thought, and further, that the process should not be seen as a popularity contest. Judy Garner recalled from a previous meeting the concept of an inactive status for POSTs, as a compromise. Bemis responded that his understanding was, from an accreditation standpoint, programs are either active or not—not somewhere in the middle. Mak recommended a future direction might be to review the list of ostensibly inactive programs to help prompt conversations with departments and program directors with regard to whether they intend to keep these programs active going forward, and if the intent is to keep them active, what is the rationale and the actions planned to keep them on the books.

IV. INFORMATION ITEMS

A. GE Memos

- *Attachment: UCOC GE Memo 11-17-21*

B. Scheduled Special Topics Report

- *Attachment: November 2021-December 2021 Special Topics*

Members Present

Diane Badame
Matt Bemis
Steven Bucher
Megan Chan
John DeMartini
Donna Garcia
Judy Garner
Brian Head
Chi Mak (Chair)
Danielle Mihram
Geoffrey Shiflett
Andrew Stott

Members Absent

Guests