

UNIVERSITY COMMITTEE ON CURRICULUM (UCOC)

MINUTES

February 2, 2022

2:00-3:30 pm

****Zoom Meeting****

I. UCOC DECEMBER 2021 MINUTES

- *Attachment: UCOC December 2021 Minutes*

DEFERRED UNTIL NEXT MEETING.

II. NEW BUSINESS

A. USC Courses Offered by Other Institutions (Brian Head, Arts and Humanities Subcommittee Chair)

- *Attachment: FREN 333 Syllabus*

DISCUSSED FEBRUARY 2022 A new course proposal from the Department of French and Italian prompted discussion related to the oversight and instruction of USC courses when they are taught away from USC. While some USC courses are taught overseas by USC instructors, the course in question was proposed to be administered primarily by an unaccredited international institution and primarily by a non-USC instructor. In most cases international experiences administered by foreign institutions are evaluated by the USC Articulation Office in consultation with the Off-Campus Studies Panel and are granted faculty exceptions when appropriate, but as a new USC catalogue course, the course in question would bypass this mechanism of evaluation. It was noted that when courses are taught by locally contracted instructors abroad, the locus of accountability – whether USC administrators or USC departmental faculty – must be carefully established in order to ensure quality and to be able to respond to concerns. Ultimately, in an effort to expedite the proposed offering during the impending Julymester session, it was decided to encourage the department to first run the course as a 499. Future offerings could be proposed through the Articulation Office appraisal and transfer process. Eventually, guidelines for such courses that fall outside the norm could be investigated for future proposals.

III. INFORMATION ITEMS

A. Updates from Academic Programs

DISCUSSED FEBRUARY 2022 Vice Provost Stott reported on the revamped “pre-proposal” process that requires departments to secure a green light from the Provost’s Office in advance of formally proposing new programs. He noted that pre-proposals are generally reviewed, revised, and approved within 10 days to two weeks. Some pre-proposals remained under review for clarification, but overall the piloted adjustment to procedures had so far been a success and had already helped identify some non-curricular or curriculum-adjacent questions for departments to explore further.

B. Dramatic Arts Program Overhaul

DISCUSSED AS AN FYI Arts and Humanities Subcommittee Chair Brian Head explained that the School of Dramatic Arts expressed the intent to recalibrate their core undergrad courses to align course units earned with course contact hours as currently taught, which will require an extension to the revision deadline. It was noted that, while the SDA's position was understandable, special care would need to be taken to ensure continuity of education and to mitigate the risk of student pushback. The recommendation was to proceed as thoughtfully as possible with mindfulness of the student transition plan and the overall student experience at the forefront of their process. Vice Provost Stott was open to joining any discussions that might benefit from the Provost's Office weighing in.

C. Scheduled Special Topics Report

- *Attachment: December 2021-February 2022 Special Topics*

Members Present

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

Members Absent

Megan Chan

Guests

Julie Dimauro