

Baccalaureate Core Committee

February 11, 2019

Minutes

Voting members present: Kathy Becker-Blease, Natalie Dollar (remote), Daniel Faltesek, McKenzie Huber, Filix Maisch, Bob Paasch, Weihong Qiu, Dana Sanchez, Inara Scott, Rorie Spill Solberg, Kaplan Yalcin

Voting members absent: Pat Ball, Nancy Barbour, Patrice Dragon, David Roundy

Ex-Officio members present: Faculty Affairs – Heath Henry; WIC Director – Vicki Tolar Burton (remote)

Category II Reviews

- No Discussion Needed
 - REL 212
 - Approved with no discussion needed
 - TRAL 357
 - Approved with no discussion needed

Category Reviews

- Discussion Needed
 - PH 104
 - The syllabus lacks the Baccalaureate Core (BC) Learning Outcomes (LOs). There is also no description on how the students are assessed and how they assignments link to the LOs.
 - The syllabus does not state the number of credits the course is worth.
 - The student conduct link is incorrect.
 - There are two instructors and they do not share a common syllabus, but only one syllabus was submitted for review.
 - Decertify
 - CSS 205-SOIL\FOR 206
 - There are 10 supposed to be syllabi for the course. Only 9 have been submitted. Some of them have similar issues, but others are specific to only one or two.
 - All syllabi need a clarification in their BCC statement that course counts in both Biol & Phys Science categories, but not both simultaneously.
 - All syllabi “stack” or merge the BC LOs for the 2 categories.
 - Not necessarily an issue, but it does mean there is no distinction on which outcomes fulfill which category.
 - Syllabi specific issues:
 - Syllabi 1 & 2:
 - Uses a single BC alignment statement, “will be assessed with combination” of...
 - Not acceptable but easily fixed by cutting and pasting from table
 - Also uses an assess all by general list in the current table
 - Syllabi 3 & 4:
 - Update course website address or eliminate it given that it’ll be in Canvas
 - Has a BC assessment line closing the BC verbatim and does this by paragraph that assessment happens everywhere in the course
 - Cut and paste from the very specific table submitted with the package
 - OR Has a lovely soil –learning-outcomes table with outcomes mapped to activities – Why not cover the BCCs here?
 - Includes summer service project
 - Links (Disability Access Statement, Student Conduct, Poster-Printing, Academic Integrity) not working
 - Syllabus 5:
 - Teaches Soil 205 and 206 but covers both classes on the one syllabus.
 - Needs correct Integrity and Student Conduct links
 - Missing alignment
 - Cut and paste from the table submitted with package
 - Syllabus 6
 - Can this course count as a BC course if it is only 1 credit?
 - Syllabi 7 & 8
 - Not a bad syllabus at all but DOES need the BCC table pasted in for alignment
 - Syllabus 9

- Has a lovely weekly table – Could achieve alignment here OR
 - Paste in relevant parts of SLO table from package
 - Current “alignment” is a lump-all square in a table – everything assessed everywhere – not acceptable
- The course has a high rate of withdrawals (15%) and the overall DFW rate is 25%
 - The course comes with a kit and it could be that students are withdrawing due to a lack of ability to get the required equipment.
- Due to the high DFW rate, it’s possible the course may need some redesigning.
 - Provisional recertification, provided that noted issues, which will be sent to the submitter, are addressed. The chairs will also communicate with the Unit Head to determine what actions, if any, are being taken to address the high DFW rate.
- TOL 375
 - [Notes](#) provided WIC Director
 - The syllabus is lacking the student conduct link
 - The table in form confirms what is noted in the notes from the WIC Director, which is that students are only revising 1,000 words which does not meet the minimum requirement for a WIC course.
 - Decertify and ask the originator to resubmit
- CHE 231/231H
 - One of the provided syllabi is missing the BC LOs and there is no connections made to how students will be assessed on them.
 - The syllabus also lacks the verbatim BC statement.
 - Decertify and ask the originator to resubmit

Adjourned 3:35pm

Minutes prepared by Caitlin Calascibetta