**ASCC SBS Panel**

Approved Minutes

Monday, March 20, 2017 9:45 -11:15 AM

110 Denney Hall

ATTENDEES: Givens, Kline, Lam, Lenhart, Oldroyd, Roup, Valle, Vankeerbergen

AGENDA:

1. Approval of 3-6-17 minutes

* Givens, Roup, unanimously approved with amendments to fix typos on second page of minutes (“…because **it** is not related…" and removal of a redundant “other”)

1. Economics 5261 (new course; return)

* Fisher College of Business did not provide concurrence. Department of Economics gave the following response to the non-concurrence: 1) The math requirements for Economics 5261 and 5262 are more rigorous than the Finance courses. 2) The scope of the business course is narrower and focuses on risk management. 3) The pre-requisites for the business course makes it very difficult for economics students to enroll.
* Additionally, Business Finance 4265 is taught using a different methodology. Industry professionals give lectures, not professors.
* Economics 5261 and 5262 are open to graduate students. Business Finance 4265 is not.
* Based on arguments in the above three bullet points, the panel does not think Fisher’s arguments for non-concurrence are reasonable.
* *Expand course schedule to include more detail. Currently, the course outline only includes 13 topics for 14 weeks. Develop a more detailed course schedule than the current course outline.*
* Roup, Kline, **four approved, one opposed** *with* *one recommendation (in italics above)*

1. Economics 5262 (new course; return)

* First four points for 5261 are valid for 5262 as well
* **Course outline only includes 9 topics for 14 weeks of class. Panel would like an extended and detailed schedule for the full 14-week course.**
* Roup, Lenhart, **four approved, one opposed with** **one contingency (in bold above)**

1. Psychology 5603 (new course)

* *Panel would like to know what topics are covered in weeks 11-14.*
* *How many times will students present?*
* *The panel feels the assessment is light for the undergraduate portion of the course, especially quizzes (each one only being 5 minutes).*
* *The panel recommends adding the learning objectives to the syllabus.*
* **Panel would like to know how student presentations will be assessed.**
* **Describe how student participation will be evaluated.**
* **Page one of both syllabi states, “Students will select a primary research article from a list curated by the instructor.” Provide the list of primary research articles.**
* Kline, Roup, **four approved, one opposed** with *four comments/questions (in italics above)* and **three contingencies (in bold above)**

1. First-year seminar—Jill Clark

* **Include the weight of each assignment toward the final grade.**
* **Include the standards for what is considered satisfactory and unsatisfactory for this course.**
* **Provide the panel with a list of course materials that will be available to students on Carmen.**
* **Specify weekly contact hours on the syllabus (110 minutes per week).**
* *Fix the following typos on the syllabus:* 
  + *The sentence in the course materials section should say, “All additional articles and reports are available* ***on*** *Carmen…”*
  + *Week 5 should say, “Field trip to* ***Kroger****”*
* Givens, Kline, **unanimously approved with four contingencies (in bold above)** and *two comments (in italics above)*

1. First-year seminar—Daniel Strunk

* Givens, Kline, **unanimously approved**

1. SHS 6742.03 (course change; return)

* *Second sentence of course description says “May-Summer Term.” Change this to “12-week Summer Term.”*
* *The Student Affairs Information and the Diversity statement on page 4 of the syllabus are the same. Either remove or revise one of these statements.*
* *Both self-reflection papers for the term are due by the 8th week of the term. The panel recommends spreading out the due dates for the reflection papers throughout the term.*
* *The panel recommends including the building name and not just the office number for the instructor’s office on the syllabus.*
* *Week 9 of the course schedule is listed as the end of the year. The panel is not clear what this means, especially since previous submission of syllabus indicates the end of the year in week 11.*
* **The summer term is 12 weeks. Explain why the course schedule only includes 11 weeks instead of 12.**
* **Clarify the contradictory attendance policy on page 4 of the syllabus. The course policy only lists university recognized absences as excused absences. However, the university attendance policy, which is also on the syllabus, defers to the school or department for establishing attendance policies.**
* Givens, Lenhart, **unanimously approved** *with five recommendations (in italics above)* and **two contingencies (in bold above)**