

Development of an Undergraduate Major Committee (DUMC)

February 20, 2019, 2:00 – 3:00 pm, C005 Plant Sciences (my apologies for forgetting to remind you about the room change...we will be in C021 for the rest of the semester)

NOTES

Handouts: agenda, feedback from colleagues, feedback from AAC and DUMC

Attendees: Cini, Franck, Frank, Todd, Vamsi, Pankaj (not Jane, Punya, and Tamla)

1. Review New Core Courses Syllabi/Proposals in CIM (30 min)
 - a. BSPM 120 – Let's see what CAS AAC says about "Plant Health Major Freshman Orientation". DUMC likes it. It is accurate.
 - b. BSPM 130 – Changes have been made. It is ready for CAS AAC.
 - c. BSPM 230 – Franck got up to speed on edits needed and will make them.
 - d. BSPM 320 – Vamsi will revise this course after BSPM 120, 130 and 230 have been revised.
 - e. BSPM 330 – Pankaj is working on revising this with some additional information gained from other courses in CIM and from Brad Goetz
 - f. BSPM 430 – Cini is working on revising this with some additional information gained from other courses in CIM and from Brad Goetz
 - g. Program – Vamsi is struggling with the program section of CIM. It is extremely cumbersome. He will reach out to Andrea Russo to get help with this and to answer the question about what to do with the program with regard to the new courses that will not show up in CIM until they are approved by UCC.
2. Comprehensive Program Proposal
 - a. Reviewed the document online. Google doc https://drive.google.com/drive/folders/13-E-851VhJz86_pVw_W_NBhY8ZlrnFFF?usp=sharing
 - b. Document includes task assignments.
 - c. Add text for your sections to this document as you can. We will revise it later.
 - i. Todd has added a draft of his section. Does not include classroom resources yet. We wonder to what extent we should say we have what we need if we would like to leverage our effort to build our capacity for the future. Amy will help with this.
 - ii. Frank added sections from the Preliminary Program Proposal.
 - iii. Where to begin:
 1. Take text from the Preliminary Program Proposal
 2. Find ideas and links in notes from past DUMC meetings
 3. Use resources in DUMC Resources web site
 - d. **Amy** will help with developing student numbers.
3. We have not heard back from Andrew about whether a vote of the BSPM Education Committee is needed and/or when that will be, if necessary. **Cini** will follow up.
 - i. Are additional approvals needed from BSPM faculty, staff and graduate students? Support has been good so far.
4. **Tasks and timeline**
 - a. Course developers make edits to courses in CIM and syllabi before Friday morning. The earlier the better for BSPM 120, 130 and 230 because Vamsi will need your changes to build BSPM 320.

- b. All – review courses in CIM and communicate changes needed to DUMC before **11 am, Friday, 2/22.**
- c. **Cini** will start CIM workflow for the revised courses and the first version of the program proposal at **noon on Friday, 2/22/2019**
- d. **Cini** will send a message to Adelle Thompson, Matt Camper and Tiare Santivestan about following up with CAS AAC next Monday. (done 2/21/19)
 - i. We want to provide more background on why we selected Plant Health as the name of the major.
 - ii. We would like their input to and approval of the proposed core courses and program.
- e. **No DUMC meeting on 2/27 unless** CAS AAC has comments on the program and/or courses that we need to discuss in person. We will try to address these via email.
- f. **CPP developers**
 - i. Do the best you can to complete your section of the CPP and add text to the CPP google doc by close of business on Friday, March 1.
 - ii. For people like me who need to the weekends to get their work done, please complete your section(s) by 8 am on Monday, March 4 so the committee can review it/them.
 - iii. In any case, send DUMC an email to let us know when a section is ready for review.
 - iv. Use text from Preliminary Program Proposal, ideas from past DUMC meeting notes, and resources on the DUMC Resources web site to get started
 - v. Review sections as they are completed, before the next DUMC meeting on March 6, 2 pm, C021 Plant Sciences.