Committee on Courses of Instruction (COCI)

Meeting Agenda

March 7, 2017
10:00am-12:00pm
410 Mrak Hall

*Note*
All pertinent documents are attached to the meeting call and/or posted in ASIS. To save resources, we no longer print agendas or meeting calls.
ASIS website: http://asis.ucdavis.edu

1. Course review
   a. Status of queue
      i. 6 – waiting on department for further information
      ii. 8 – waiting for Theresa’s review
      iii. 84 – ready for review in batch #4
      iv. 23 – pending COCI discussion/denial
      v. 3 – need special second review
   b. Timeline: Batch #4 coming soon! Due April 14th
   c. Notes regarding review comments
      i. Members are concerned about not having access to the instructor name. How are we letting students know when courses will be offered if that information isn’t in the catalog?

2. Discussion item
   a. Possible ICMS revisions
      i. Revise directions for the “Remarks” field – Consider adding extra language for the reason/rationale behind the change
      ii. Consider including a field or instructions about where to list optional grading breakdown information – “Approximate basis for grading”, make sure to say it’s optional.
   b. Required lecture attendance – Syllabus isn’t exactly a contract, we could revise 537(A), but this doesn’t seem necessary.
   c. Delegation authority of GE to Deans – Handout approved.
   d. Final exams in undergraduate courses – A big final project can substitute. We should be cautious, because this may lock future instructors into a situation where they don’t have a final exam. The decision should have a pedagogical rationale.
   e. Course evaluation regulation – If the open window for completing an online course evaluation will be short, then it is best practice to include that information in the syllabus and/or inform students early via email so they can make arrangements to complete the form.

3. Consent items
   a. Approval of meeting summary – 2/7/2016 Approved