Student Services Managers

Wednesday, June 12, 2019
IDEAs in Action Curriculum

- Approved by Faculty Council on April 12, 2019

- New Curriculum: 
  https://curricula.unc.edu/curriculum-proposals/ideas-in-action

- Department Meetings (March – May, 2019)

- Implementation Team, faculty and staff from:
  - College of Arts and Sciences
  - Undergraduate Education/Curricula
  - Academic Advising
  - Registrar
  - Admissions
  - Professional Schools (Nursing)
III Pilot Courses, Fall 2019

IDST 190-002: Death and Dying
SS,GL
• Jeannie Loeb, Psychology and Neuroscience
• Jocelyn Chua, Anthropology
• Jennifer Larson, English and Comparative Literature

IDST 190-006: Gender
SS, US
• Anna Bardone-Cone, Psychology and Neuroscience
• Cary Levin, Art and Art History
• Maxine Eichner, School of Law

IDST 190-007: Experiencing Latin America: Bodies, Belonging, Nature
VP, BN
• Gabriela Valdivia, Geography
• Gosia Lee, Romance Studies
• Susan Harbage Page, Women’s and Gender Studies

More info: https://curricula.unc.edu/students/ideas-information-and-inquiry-iii-courses/
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IDEAs in Action Course Submission Process

Process

1. Access OneDrive Folder and Review Resources
2. Identify Faculty Liaison
3. Meet with Your Undergraduate Curriculum/Instructional Committee (if exists)
4. Prioritize Courses
5. Share Information With Your Faculty
6. Review Syllabi for Uploading to OneDrive
7. Update Spreadsheet
8. Contact The Office of Undergraduate Curricula

IDEAs in Action Course Submission Process

Process

1. Access OneDrive Folder and Review Resources

- A course spreadsheet to use for requesting General Education requirements for existing courses.
- Syllabus Checklist
- Student Learning Outcomes (SLO) for each Gen Ed (to copy & paste in syllabi)
- Gen Ed Conversion Chart (suggestions)
- Sample Syllabus Template
- IDEAs in Action proposal v. 5.0 (for distribution to all faculty in your unit)
IDEAs in Action Course Submission Process

Process

2. Identify Faculty Liaison

- E.g., Director of Undergraduate Studies.
- Point of contact during the submission and review process.
- Must be available during the 2019-2020 academic year.

Process

3. Meet with Your Undergraduate Curriculum/Instructional Committee (if exists)

- Determine an internal process for selecting new Gen Eds and updating syllabi (will vary by departments)

Options:

- Instructor submits Gen Ed request and updated syllabi to liaison/committee for review.
- Liaison/committee makes Gen Ed recommendations and shares information with instructors for review and feedback.
- If multiple instructors teach the same course, encourage instructors to collaborate on revising the syllabus to reflect new Gen Eds.
### IDEAs in Action Course Submission Process

#### Process

**4. Prioritize Courses**

<table>
<thead>
<tr>
<th></th>
<th>Phase #1</th>
<th>Phase #2 (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadline</strong></td>
<td>October 15, 2019</td>
<td>February 1, 2020</td>
</tr>
<tr>
<td><strong>Effective Date</strong></td>
<td>Fall 2021</td>
<td>Fall 2021</td>
</tr>
</tbody>
</table>
| **Priority courses**   | • Required courses in the major/minor  
                        | • Courses for first-year students  
                        | • Courses numbered below 400     |
IDEAs in Action Course Submission Process

Process

5. Share Information With Your Faculty

- Syllabus Checklist
- Student Learning Outcomes (SLO) for each Gen Ed (to copy & paste in syllabi)
- Sample Syllabus Template
- IDEAs in Action proposal v. 5.0
- Internal deadline for submitting Gen Ed requests and updated syllabi (e.g., September 15, 2019)
IDEAs in Action Course Submission Process

Process

6. Review Syllabi for Uploading to OneDrive

- Double check syllabi to make sure they have all required elements!
- Incomplete syllabi will be returned to the department, which will slow down the review process.
- Instructors may provide a brief justification statement at the top of the syllabus indicating how the requested Gen Ed(s) are reflected in the syllabus.
- Save syllabi to your OneDrive folder.
  - File Naming Convention: “Subject + Number” (e.g., POLI 100, WGST 300).
IDEAs in Action Course Submission Process

Process

7. Update Spreadsheet

- For each course being submitted, mark the Gen Ed requirement(s) being requested with an “x”.
- The spreadsheet includes all active courses in the department.
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IDEAs in Action Course Submission Process

Process

8. Contact the Office of Undergraduate Curricula

- Department liaison should email ideasinaction@unc.edu when:
  1. Your spreadsheet is completed for Phase #1 (October 15, 2019 deadline)
  2. All syllabi for the requested courses have been reviewed and saved to your OneDrive folder.
What Happens Next?

• OUC will review spreadsheet, Gen Ed requests, and syllabi.
  • If incomplete, OUC will contact faculty liaison.

• By November 1, 2019, OUC will provide all departments/schools with a summary of course submissions and Gen Ed requests, by division.
  • This information may be helpful in selecting courses and Gen Ed requests for Phase #2.

• The General Education Oversight Committee (GEOC) will review syllabi.
## Curriculum Submission Process

<table>
<thead>
<tr>
<th>Curriculum Revision Type</th>
<th>Process</th>
<th>Deadline</th>
<th>Effective date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requesting IDEAS in Action Gen Eds for existing course</td>
<td>Spreadsheet/OneDrive</td>
<td>October 15, 2019</td>
<td>Fall 2021</td>
</tr>
<tr>
<td>(Phase #1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Requesting IDEAs in Action Gen Eds for existing course</td>
<td>Spreadsheet/OneDrive</td>
<td>February 1, 2020</td>
<td>Fall 2021</td>
</tr>
<tr>
<td>(Phase #2)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New course</td>
<td>CIM-Course Form</td>
<td>October 15, 2019</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Inactivate/delete course</td>
<td>CIM-Course Form</td>
<td>October 15, 2019</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Revise course (e.g., title, description)</td>
<td>CIM-Course Form</td>
<td>October 15, 2019</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>New course for IDEAs in Action curriculum</td>
<td>CIM-Course Form</td>
<td>October 15, 2020</td>
<td>Fall 2021</td>
</tr>
<tr>
<td>Revise major/minor requirements</td>
<td>CIM-Program Form (pending)</td>
<td>October 15, 2019</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

**Answers**

1. Spreadsheet/OneDrive Folder
2. CIM-Course Form
3. CIM-Program Form
CAT & CIM at UNC: Implementation Timeline

Year 1 (2015-16)
- CAT
  - Design
  - Layout & navigation
  - Content

Year 2 (2016-17)
- CAT
  - Workflow
  - User access
  - Training
  - New content
- CIM
  - CIM-courses, start project

Year 3 (2017-18)
- CAT
  - New features
  - Design changes

- CIM
  - CIM-courses, start project

Year 4 (2018-19)
- CAT
  - New features
  - Transfer pathways

- CIM
  - Courses, go-live
  - Programs, start project

Year 5 (2019-20)
- CAT
  - New features
  - Edit content (student-centered language)

- CIM
  - CIM-Programs, go live
  - Develop custom reports

June 1, 2016 & Aug 15, 2016
16-17 Catalog Published

June 1, 2017
17-18 Catalog Published

June 1, 2018
18-19 Catalog Published

June 1, 2019
19-20 Catalog Published
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Course Search Tool (added 2018-19)

http://catalog.unc.edu/course-search/
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Catalog: Explore Programs Tool (added 2018-19, updated 2019-20)

http://catalog.unc.edu/programs/
Biology, A.S.-B.A.

This is a suggested course plan. It is highly recommended that you meet regularly with your academic advisor to determine your course selection and progress toward graduation.

This catalog also includes a complete list of requirements for the Biology B.A. degree.

### North Carolina Community College

<table>
<thead>
<tr>
<th>UGETC</th>
<th>Course Description</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>UGETC</td>
<td>English composition (ENG 111 + ENG 112 = ENGL 105)</td>
<td>6</td>
</tr>
<tr>
<td>UGETC</td>
<td>Humanities/Fine Arts/Communications (2 courses from at least 2 different disciplines; see UGETC list below)</td>
<td>6</td>
</tr>
<tr>
<td>UGETC</td>
<td>Social/Behavioral Science (2 courses from at least 2 different disciplines; see UGETC list below)</td>
<td>6</td>
</tr>
<tr>
<td>MAT 172</td>
<td>Pre-calculus Trigonometry (UNC MATH 130)</td>
<td>3, 3</td>
</tr>
<tr>
<td>MAT 271</td>
<td>Calculus I (UNC MATH 231)</td>
<td>2, 2</td>
</tr>
<tr>
<td>BIO 111</td>
<td>General Biology I (UNC BIOL 101 + BIOL 101L)</td>
<td>4</td>
</tr>
<tr>
<td>BIO 112</td>
<td>General Biology II (UNC BIOL 279 + BIOL 279L)</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Hours**: 34

<table>
<thead>
<tr>
<th>Additional General Education Courses</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX 111</td>
<td>Foreign Language Level 1</td>
</tr>
<tr>
<td>XXX 112</td>
<td>Foreign Language Level 2</td>
</tr>
<tr>
<td>XXX 211</td>
<td>Foreign Language Level 3</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
</tr>
</tbody>
</table>

**Total Hours**: 12
CIM: Dynamic/Responsive Workflow

1. GEOG CIM SSM
2. GEOG CIM Chair
3. CIM Honors
4. CIM CAS Admin
5. CIM CAS Curr Cmte
6. CIM CAS Board
7. CIM Registrar
8. PeopleSoft
Rollbacks & Comments

1. In Workflow/Approval, select **Rollback**, provide reason.

2. Email & link is sent to the user(s). Reason is listed as a comment on CIM form.

3. Rollback action is captured in approval path.
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Rollbacks: What Next?

1. Go to Pages Pending Approval website: https://nextcatalog.unc.edu/courseleaf/approve/

2. Select Edit and make changes.
3. Select Save Changes.
4. Select Approve.

1. Go to CIM Homepage: https://nextcatalog.unc.edu/courseadmin/

2. Search for course proposal (if needed).
3. Select Edit Course and make changes.
4. Select Start Workflow.
Important Reminder:
The default setting is “yes” for enforcing requisites.

<table>
<thead>
<tr>
<th>Prerequisites</th>
<th>SPAN 203</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corequisites</td>
<td></td>
</tr>
<tr>
<td>Pre- or Co-</td>
<td></td>
</tr>
<tr>
<td>requisites</td>
<td></td>
</tr>
<tr>
<td>Enforced Requisites</td>
<td></td>
</tr>
<tr>
<td>Should students be</td>
<td></td>
</tr>
<tr>
<td>checked for the</td>
<td></td>
</tr>
<tr>
<td>above requisites</td>
<td></td>
</tr>
<tr>
<td>when registering</td>
<td></td>
</tr>
<tr>
<td>for this course?</td>
<td></td>
</tr>
<tr>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
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CIM: Requisite Enforcement (Query)

Which courses have enforced requisites?
1. Login to ConnectCarolina
2. Query Viewer
3. Query: NC_SR_CS_ACT_CAT_PREREQ
4. Enter Subject code
5. Export to Excel spreadsheet
6. View R1 Group info in CC Course Catalog
CAT & CIM, What’s next?

• CIM-Programs, goal is to launch in fall 2019
• API – display Catalog content on department websites.
• Explore Program tool – add “quick view” feature.
• Approval Voting Features
• New PATH module
Questions?

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THE UNIVERSITY
of NORTH CAROLINA
at CHAPEL HILL