

From: John Eme <jeme@csusm.edu>
Date: Tuesday, November 21, 2017 at 8:35 PM
To: Paul Stuhr <pstuhr@csusm.edu>
Subject: Re: BIOL 434 and 634 C forms

Hi Paul,

My thanks to yourself and the UCC for the rapid feedback and help. I have attached the C-forms and Syllabi, and I've made the changes requested. Below, I've noted the changes in **bold** and using Track Changes in the attached files.

Please let me know if there is anything else needed or further clarification.

Best

John

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On Nov 21, 2017, at 1:53 PM, Paul Stuhr <pstuhr@csusm.edu> wrote:

Hello John -

UCC has reviewed the BIOL 434 and 634 C forms and requests the following clarifications and revisions:

BIOL 434

1. Box 6 can be "Cardio Physiology" **Change made and noted with Track Changes**
2. Box 8 (catalog description) can be cleaned up to align with common catalog copy language. **Change made and noted with Track Changes**
 - Delete "Provides an" start sentence with "Overview of cardiovascular..."
 - Last sentence – delete "Specific topics" start sentence with "Includes..."
3. Box 8 (catalog description) should also include the following statement (per dual-listing policy) - "Enrollment restricted to junior or senior level students in the Biological Sciences major." Unless the prerequisites are such that only junior or senior students would be in position to take such a course. **The prerequisite of BIOL 353 restricts this course to only juniors and seniors, so the language is not necessary.**
4. Syllabus – How will SLO #6 be assessed? Consider revising or working with Melissa Simnitt on this SLO. **I have added the following sentence to the 'Participation' component of the class assessment: Collaborating on in class work and asking questions of your instructor and fellow students is important and will be noted."**

5. Advisory: please update the ADA statement found in the syllabus, as Disabled Student Services has changed to Disability Support Services. **Change made and noted with Track Changes**

BIOL 634

1. Box 6 can be "Advanced Cardio Physiology". **Change made and noted with Track Changes**

2. Box 8 (catalog description) **See BIOL 434 remarks.**

3. Syllabus – How will SLO #7 be assessed? Consider revising or working with Melissa Simnitt on this SLO. I have added the following sentence to the 'Participation' component of the class assessment: Collaborating on in class work and asking questions of your instructor and fellow students is important and will be noted."

4. Advisory: please update the ADA statement found in the syllabus, as Disabled Student Services has changed to Disability Support Services. **Change made and noted with Track Changes**

Thank you John for your timely response. UCC looks forward to your revisions.

Kind regards,

Paul (UCC Chair)

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