Co-Chair Hill called the meeting to order at 8:33am in Waterman 327.

I. Approval of September and October 2017 Minutes.
The minutes of September 18, 2017 were approved as written. The minutes of October 17, 2017 were approved with a spelling edit.

II. Chairs Report.
1. AASHE conference debrief.
This was an international conference held in San Antonio, Texas were Laura presented a paper her and Deanne Wang co-authored on sustainability. The conference went well and Laura made a lot of new contacts. Laura will continue to work with faculty of other universities as UVM is leading the way on sustainability.

2. GECC update.
The committee is moving forward with the guidance of Faculty Senate President, Cathy Paris and Associate Provost, Brian Reed. They are an ad hoc committee of the Faculty Senate. Currently they are working on membership and how that will be determined. Presently the 4 chairs of the general education committees are serving with Cathy and Brian. Moving forward they may want more
representation from different areas of campus. The general education website is still in the works and it is looking good. The time line for going live would hopefully be the spring semester.

3. **Clearing up faculty confusion about 1-year provisional status of 2015-2016 courses expirations.** The Faculty Senate approved the following motion as a one year provisional status for the 2015-2016 academic year to allow for more seats at the start of the SU requirement.

I. **Motion to adopt sustainability learning outcomes:**

*Be it resolved, that the Senate approves the following sustainability learning outcomes:*

1. Students can have an informed conversation about the multiple dimensions and complexity of sustainability.
2. Students can evaluate sustainability using an evidence-based disciplinary approach and integrate economic, ecological, and social perspectives.
3. Students think critically about sustainability across a diversity of cultural values and across multiple scales of relevance from local to global.
4. Students, as members of society, can recognize and assess how sustainability impacts their lives and how their actions impact sustainability.

II. **Motion for implementation:**

*Be it further resolved, that the ad hoc Sustainability Learning Outcomes Committee work with the Office of Sustainability to grant interim AY 2014-15 approval of a subset of the 52 UVM STARS™ sustainability-focused courses that closely meet the four Sustainability Learning Outcomes and also solicit curricula for approval from any interested departments.

And, that they work together to create a Sustainability Curriculum Review Committee (SCRC) that would begin its work in Fall of 2014 to review course, curricula, and co-curricular proposals for meeting the Sustainability Learning Outcomes. The SCRC will report their efforts the Faculty Senate Curricular Affairs Committee.

III. **Motion to require sustainability learning outcomes under general education:**

*Be it resolved, that beginning with entering fall 2015 undergraduates, the Sustainability Learning Outcomes be made a general education requirement.

*Be it also resolved, that the following language be used in the course catalog:

"Sustainability Learning Outcome (SLO) Requirement: Beginning with the entering first-year class in fall 2015, all undergraduates must meet the Sustainability General Education Requirement for the University of Vermont. To meet this requirement, students must complete a course, curriculum, or co-curriculum prior to graduation that has been approved by the Faculty Senate's Sustainability Curriculum Review Committee."
It was communicated to all Faculty in 2016 that any SU course receiving the SU designation from the one year provisional status would have to submit their SU designation request to the SCRC for review. If the request was not submitted the SU designation would no longer apply to their course.

4. **Committee member responsibilities review.** It is extremely to attend meetings having reviewed the proposals. Also each member represents their varying units and should be available to provide support to fellow faculty if needed. Laura will create a presentation for the Faculty Senate that all members should bring back to their colleges to present as an update on sustainability.

**Members Guide to the Sustainability Curriculum Review Committee**

This serves as an informal guide to the responsibilities and activities of the SCRC and the faculty's role in carrying out the charge of the committee.

**CHARGE OF THE SCRC**

Sustainability is the pursuit of ecological, social, and economic vitality with the understanding that the needs of the present must be met without compromising the ability of future generations to meet their own needs.

This subcommittee has the role of maintaining and monitoring the portfolio of academic courses and experiences needed to achieve the Sustainability Learning Outcomes as approved by the UVM Faculty Senate. It serves as a sub-committee of the General Education Committee of the Faculty Senate. The committee has a representative of the Senate Curricular Affairs Committee (CAC) as an ex-officio member to maintain coordination with that body.

**ACTIVITIES OF THE SCRC**

Generally meeting on a monthly basis, the work of the committee consists of administration and management of the requirement as needed, working in close collaboration with the Associate Provost's Office and the Registrar's Office. There are generally two categories of work: 1) continued development of the curriculum and its implementation (including review of assessment data and recommending strategies for continuous improvement), and 2) approval of pathways (courses, curricula, experiences) to meet the requirement. The former does not require any special preparation other than a general familiarity of the goals and practices of general education at the University of Vermont. Two sections below address work on the approval process.

**USING COURSELEAF**

CourseLeaf is the current course management software for course approvals at the University of Vermont. It maintains the history of course actions as well as facilitates the hierarchical approval process. SCRC members only need to know how to use it to access course proposals. Current members can assist you in working with this software.

CourseLeaf is best accessed through the MyUVM portal under the “Resources” tab. Once in the Resources area, the CourseLeaf link is the first link on the left under “Your Courses.” Once in CourseLeaf CIM, a convenient way to access course proposals is to go under “ACCESS” and click on the link for course approvals:
To Approve a Course Change Form that's in Process, go here: https://catalog-next.uvm.edu/courseleaf/approve

AT the center of the Screen, choose the "YOUR ROLE" dropdown menu and go to: "SLO COMM CHAIR"
This will then list all courses up for review/approval. Selecting a course will bring up the proposal (SCROLL DOWN). Once you are done, you can select a different course to review.

REVIEWING PROPOSALS

The review of proposals emphasizes the clarity of the descriptions in describing how a learning outcome will be met. At the "Introduced" level, learning outcomes need to be clearly documented, but students need not be assessed. Exposure to readings, video and other media can introduce students to a concept. The depth to which this exposure actually conveys the concepts/knowledge to students as a population is always variable, but in this case, the instructor does not need specific feedback from student work. Informal class discussion about the introduced topics can suffice.

At the "Reinforced" level, students are expected to both be introduced to material, and also engaged with it through some kind of activity. This could be a reflection, paper, homework response, test, etc. This requires students to process the content and also provides the instructor with some evidence of how students as a group are engaging with and learning the material.

Courses are not expected to bring students to the "Mastery" level, but if that is the instructor's objective, the committee would like to know that as it manages this requirement into the future. The possibility of an "SU2" that demonstrates a higher level of "certification" of sustainability competence has been considered by the SCRC.

The committee discusses each proposal prior to approval and usually takes a seconded motion to approve if the course has merit for this requirement. Courses not meeting the requirement or needing additional work are "rolled back" in CourseLeaf. Instructors are contacted by the co-chairs to explore proposal modifications.

USING THE SHARED DRIVE
Log into the Shared drive (https://webfiles.uvm.edu), navigate to the “facsen” folder. The only folder that you will have access to in the facsen folder is the one titled “GenEd”. Inside the GenEd folder is the SCRC. Chairs and committee members will have permission to “add”, “read”, and “download” files. You cannot delete files in these folders. Use the shared drive to keep documentation of work of the SCRC.

MAINTAINING COMMUNICATION WITHIN YOUR ACADEMIC UNIT

The SCRC is a fully-represented committee of the undergraduate degree granting units at the University of Vermont. One of the goals of this representative model is that SCRC members will convey the evolving goals of this requirement to their colleagues and also advocate for adding courses from their unit to the portfolio of courses at the University of Vermont. Sustainability as an institutional priority can only be expressed to all students if the faculty at large support this institutional educational goal. Periodically reporting on the requirement at faculty meetings can help maintain the vitality of this curricular goal.
III. **Topics and Gen Ed courses debrief and questions.** Special topics courses cause a lot of tracking for the Registrar’s Office. If a special top topics course is offered three times it should become a standard course. Special topics courses can still happen they just will not be eligible for SU designation.

IV. **Building capacity for the experiential.** This is not utilized. How would this impact the work of the Registrar? Last year an ad hoc committee was formed to look more into this opportunity. The focus was to help nontraditional students, or professional students find experiential ways to get their SU designation while allowing all students to choose this path. Simon Jorgenson, Mary Louise Kete and Laura Hill will work on the experiential pathway options and will report back to the full committee.

V. **Course Review**

1. CDAE 243: Complexity in Food Systems
   The committee will not vote on this proposal. Laura will roll this proposal back to the author with suggestions and input.

   CDAE 242 (Complexity in Food Systems) is tabled waiting on a resubmittal.

2. NR 195: Water Management and Sustainability in the Netherland
   Laura Hill motioned to approve the proposal, Ting Tan seconded the motion.

   Approve: 8  
   Oppose 0  
   Abstain 1

   NR 195 (Water Management and Sustainability in the Netherland) is approved.

3. NURS 200: Health and Sustainability
   This has been reviewed previously.

4. HCOL 086C: Philosophy of the Environment
   Mary Louise Kete motioned to approve the proposal, Laurie Kutner seconded the motion.

   Approve: 8  
   Oppose 0  
   Abstain 1

   HCOL 086C (Philosophy of the Environment) is approved.

5. ENGS 096: Climate Change in Sci-Fi/Fant
   The committee will not vote on this proposal. Laura will roll this proposal back to the author with suggestions and input.

6. CE 151: Water and Wastewater Engr
   This course has already been reviewed and approved.
VI. **Other Business:** Laura would like to do a presentation to the full senate early in the spring semester. This would be the report that committee members would bring to their colleges to give an update on sustainability.

The meeting adjourned at 09:48am

The next meeting will be on December 12, 2017 from 8:30-10:00 in 327 Waterman

*Two members voted via e-mail.*