

## University Curriculum Committee Minutes September 5, 2013

**Members Present:** Becky Bailey, Robin Bartlett, Janet Bertog, Mary Bucklin, Linda Dynan, Allen Ellis, Richard Fox, Jim Hughes, James Koschoreck, Trina Koscielicki, Hilary Landwehr, Jonathan McKenzie, Joe Nolan, Daryl Orth, Julie Ossege, Stefan Paula, Terry Pence, Sara Runge, Bob Russ, Tracy Sigler, Lynn Smith, David Thompson, Chris Strobel, Rachel Vogelpohl, Belle Zembrodt. **Liaisons Present:** Linda Albertson, Mary Lepper, Casey Prather. **Guests Present:** Beth Vasquez

1. Call to Order
2. Approval of Minutes of 4-18-13
3. Additions to\deletions from the meeting
4. Chair's Report
  1. Introductions – summary of last year's accomplishments (attached after the minutes)
  2. College curriculum chairs, secretary
  3. Curriculum Overview presentation
  4. UCC web site demo
5. Curricular Items
  - a - College of Arts and Sciences - NONE
  - b - College of Business -  
Construction Management: BS in Career Technical Education (C1: program deletion) - APPROVED
  - c - College of Education and Human Services -  
Teacher Education - EDU 104 (K: prereq, descr) - they have added: Education majors must earn a grade of "C" or better. This note is a catalog description change.  
To enforce this, they will need to also submit a C2. - APPROVED
  - d - College of Health Professions - NONE
  - e - College of Informatics  
Business Informatics: BIS 594 (H: syllabus) MBI 694 (K: hours) - APPROVED
  - f - General Education - NONE
  - g - Other Programs -  
Honors: HNR 101 (K: pre-req) HNR 396 (K: hours, repeatability), M (deletions): HNR 201 HNR 202 APPROVED  
K forms for repeatability: HNR 301, HNR 302, HNR 303, HNR 304, HNR 306, HNR 307, HNR 308, HNR 309, HNR 394 - ALL APPROVED, **repeatability approved for up to 6 hours and a waiver needed for more than 6 hours.**
6. Old Business

Which number should we use for study abroad topics courses, x95 or x98? There are currently 8 courses numbered x95 (including MAHD 095), 2 of which are already study abroad courses. There are currently 4 courses numbered x98. Courses already holding the number we choose will NOT have to be renumbered. APPROVED X95 as available for Study Abroad. Departments wishing to use the Study Abroad number will need to submit the paperwork, but approval will be automatic.
7. New Business
  1. Do course changes for repeatability need to go through the UCC? YES, but for X94 and X99 just the paperwork needs to be done.
  2. New initiatives this semester
    - a. study of graduation requirement: area of concentration (focus)/minor/second major – Data needed and a committee to look into the requirements. Committee members – Mary Bucklin, Hilary Landwehr, Chris Strobel, and Belle Zembrodt.
    - b. updating the curriculum manual – to be started this year.
8. Adjournment

# Summary of UCC Activities, 2012-2013 Academic Year

## 1. Overview

The UCC has 30 members, one from each academic department plus one each from Integrated Studies, Honors, Steely Library, Women and Gender Studies, and University Programs. The UCC meets every first and third Thursday September through April with the exception of Thanksgiving and for only one Thursday in December. During this academic year, two meetings were canceled, one meeting was held on-line and one additional on-line vote was held after our December meeting.

Attendance for the year was 78% with better attendance in the fall than the spring. This is equal to last year's reported attendance.

## 2. Curriculum Changes Approved

Four new programs were approved this year:

- BS in Data Science
- BS in Respiratory Care
- MS in Health Science
- MS in Special Education

Three courses were added to the General Education program having completed the pilot project. In one case, the general education course was a replacement for an existing course.

We examined 25 program changes due to the CPE new program guidelines. In addition, we approved 71 other program changes, 20 program/track deletions, 7 new tracks and 1 on-line track. There were 3 new minors created and 4 changes to admissions standards approved.

The following numbers are approximate:

- Number of course changes: 440
- Number of new courses: 130
- Number of course deletions: 57 (an additional 36 courses were deleted through the catalog update process with the identification of courses not taught in at least 5 years)

The following were also processed by the UCC chair and registrar (although these did not need UCC approval)

- SAP term changes (dozens)
- SAP course types (e.g., LEC versus SPC) (dozens)
- Catalog "style" changes to course descriptions (dozens)

## 3. Other Efforts

- Discussed what to do about "Area of Concentration" because both "Area" and "Concentration" have been given definitions by CPE that do not match how we use them. Decided to keep the concept but rename it to be a "Focus". This issue was later tabled when the Provost negotiated a 1-year extension to retaining "Area of Concentration" with CPE.
- At the request of IT, reviewed programs that have not been utilized in years because of no enrollment (or very low enrollment). Deleted 20 of them.
- Reviewed the list of courses not taught in 5 years for deletion.
- Reviewed course descriptions to update to proposed "style guide" from catalog editor.
- Discussed whether to reserve a special number for study abroad topics courses. Decided to reserve a number (TBD, probably x98).
- Reviewed CPE changes to programs.

Submitted by Richard Fox, UCC Chair