UCC Minutes
2/7/2019

Members present: Bill Attenweiller, Amanda Brown, Michael Bush, John Carmen, Sara Drabik, Richard Fox, Lisa Jameson, Trina Koscielicki, Tonya Krouse, Aimee Krug, Hilary Landwehr, Nancy Lang, Kelly Moffett, Terry Pence, K.C. Russell, Toru Sakaguchi, Michelle Teschendorf, Rachele Vogelpohl, Marcia Vorholt (covered by Lee Kersting), Ginger Webb, Zach Wells.

Members absent: Becky Bailey, David Cain, Joe Cobbs, Matt Ford, Rudy Garns, Terry Powell, Danielle Todd, Philip Yannarella.

Liaisons and Visitors present: Allen Cole (Registrar), Connie Kiskaden (VPUAA), Brett Mueller (Catalog), Beth Vasquez (Registrar's Office), Lee Kersting (for Marcia Vorholt from Accounting & Business Law).

1. Approval of minutes the 1/17/19 UCC meeting

2. Chair report –

    a. MAcc-Data Analytics/Data Visualization new concentration was added to the list of proposals (the system will not allow UCC Chair to add proposal to list because of custom routing); this is a new program that overlaps another program, but is referenced as a track for certain reasons

    b. **REMINDER:** When completing Curriculog forms, complete required portions, launch the proposal, and then make changes to the document. Launching the proposal will track changes to the document. After completing the proposal, then you can approve the form for it to be shipped to the next decision-making stage

    Also make sure you select the appropriate boxes regarding grad/undergrad, TEC, Gen Ed and Faculty Senate. If incorrectly checked, the proposal will have to be custom routed (which does not work very well). Note that only a major overhaul to a program will have to go through Faculty Senate otherwise course changes, new courses and program changes do not require FS approval.

    c. MAT mass course change form was approved by all five college curriculum committees and deans; it is currently in Grad Council where the committee is waiting for a quorum to finalize voting

    d. Discussion continues about how to create x92 courses to track undergraduate student research; Provost's office will provide further direction

    e. You do not need to complete a Program Change form if you are changing a course name, number, or designation for courses listed in a program (as required or elective); Acalog will automatically make the change

3. Curricular items (see below) –

    PROPOSALS FOR APPROVAL
    Department of Allied Health - HSC - 105
    Department of Allied Health - RSP - 205
    Department of Allied Health - RSP - 310
    Department of Allied Health - RSP - 310L
    Department of Allied Health - Respiratory Care, B.S.
    Department of Nursing - NRP - 478

Department of Teacher Education - EDU - 205
Department of Teacher Education - EDU - 319
Department of Teacher Education - EDU - 324
Department of Counseling, Social Work, and Leadership - SWK 307, 310, 405, and 406/408 (Pre/Coreq change)
Department of Kinesiology and Health - PHE - 492
Department of Kinesiology and Health - Physical Education (Non-Certification Track)
Department of Integrative Studies - IST - 394
Department of Integrative Studies - IST - 397
Department of Integrative Studies - IST - 492
Department of Integrative Studies - IST - 494
Department of Integrative Studies - IST - 497
Department of Integrative Studies - IST - 499
Department of Business Informatics - Business Informatics, M.S.

ALL APPROVED

4. New business – Connie Kiskaden graciously shared some information about CPE.

   CPE updates for certificate programs: If the certificate is not considered a SACS substitutive change, then you no longer need to go through the entire program creation process. The process now includes completing a Notification of Intent (NOI) form, completing a pre-proposal, submitting to AAC for approval, and creating a proposal in Curriculog. After the Curriculog proposal is approved at UCC, the program information will automatically be added to program inventory. You can ask Abdou to clarify whether or not the change is substitutive.

   Going forward, NOIs must be entered into the system two weeks prior to CCAO (Council of Chief Academic Officers) meeting. Since the CCAO schedule has been set for AY 2018-19, the following are the deadlines for NOI submissions to make the next scheduled CCAO meeting. For NKU, this means NOI's must be through the AAC approval in Curriculog before the dates listed below:

   - January 11, 2019
   - February 8, 2019
   - March 8, 2019
   - April 12, 2019
   - June 14, 2019

   In an effort to keep the program inventory up to date and accurate, using the dates below, please make any changes to your programs to confirm that all information in the program inventory is correct.

   - February 12, 2019
   - May 1
   - August 1
   - November1

5. Adjournment