

Undergraduate Curriculum Council (UCC)
April 16, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA --

A. PRELIMINARIES

- 1a. Attendance – Pre-notified Absences:
Guests:
2. Minutes for **April 2, 2020**
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS

C. CONSENT CALENDAR – none this week

E. UNFINISHED BUSINESS – none this week

F. NEW BUSINESS –

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #1](#): from **College of Arts & Letters** to rename B.A. and A.A. in General Studies to University Studies. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#).*

State Proposal for Endorsement:

1. [2020-01](#) COB: Online BS in General Business Degree Completion from Associate's degree. Corresponds to [UCC AY2022 Proposal 1](#)

Curriculum, Course, and Program Change Proposals:

1. [Proposal 1](#) from **College of Business** to create a pathway for students with an Associate's degree in Business to complete a B.S. degree in General Business. All courses will be offered fully online. *Contingent upon SBOE approval of State Proposal #[2020-01](#).*

Other Business – place holders:

1. Catalog Format Review Subcommittee – defer until Fall 2020

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

G. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
April 23, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA --

A. PRELIMINARIES

1a. Attendance – Pre-notified Absences:
Guests:

2. Minutes for **April 16, 2020** -- approved by email vote last week.
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
GERC Minutes for **October 8, 2019, November 12, 2019, January 14, 2020, February 11, 2020, and February 25, 2020**
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

E. UNFINISHED BUSINESS – none this week

F. NEW BUSINESS –

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #2](#) from **College of Arts & Letters** to discontinue the B.A in Dance, Choreography, and Performance. The minor in Dance will continue, and no course changes are proposed. *Contingent upon OSBE approval of [State Proposal #2020-02](#).*

State Proposals for Endorsement:

1. [2020-02](#) CAL: Discontinue just the B.A in Dance, Choreography, and Performance, keeping the Dance minor. *Corresponds to UCC [AY2021-22 Change Memo #2](#)*
2. [2020-03](#) DHS: new A.S. in Health Sciences with two concentrations, depending upon which Chemistry course is chosen. **Track 1** is for students pursuing BS in Health Science, Dental Hygiene, Radiographic Science or Communication Sciences and Disorders. **Track 2** is for students pursuing Medical Lab Science, Pharmacy, or other graduate-level health profession. *Corresponds to UCC [Proposal 2](#)*

3. [2020-04](#) COT: new Intermediate Technical Certificate (ITC) and AAS degree in Hospitality Management. *Corresponds to UCC [Proposal 3](#)*

Curriculum, Course, and Program Change Proposals:

1. [Proposal 2](#) from Kasiska **Division of Health Sciences** to create an A.S. in Health Sciences with two concentrations, depending upon which Chemistry course is chosen. **Track 1** is for students pursuing BS in Health Science, Dental Hygiene, Radiographic Science or Communication Sciences and Disorders. **Track 2** is for students pursuing Medical Lab Science, Pharmacy, or other graduate-level health profession. *Contingent upon SBOE approval of State Proposal # [2020-03](#)*
2. [Proposal 3](#) from **Business and Support Services** to create a new Intermediate Technical Certificate (ITC) and AAS degree in Hospitality Management. *Contingent upon CTE and SBOE approval of State Proposal #[2020-04](#)*

Officer Elections – new Chair, Vice Chair, and Executive Secretary for AY2020-21

Eligible members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Cathy Gray, Wenxiang Zhu, Geoffrey Bennett, Wesley Usyak, Wendy Mickelson, Barb Mason

Other Business – place holders:

1. Catalog Format Review Subcommittee – defer until Fall 2020

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

G. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
September 3, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Welcome and introductions
2. Minutes – none; all have been approved.
3. Report from the Executive Committee:
New Officer election(s) required. The incoming Chair, Geoffrey Bennett, left ISU over the summer so the Chair position is open once again. Deidre Caputo-Levine is Vice Chair, and LaVona Andrew is Executive Secretary
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS – none this week

E. NEW BUSINESS –

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes): none

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 4](#) from **Political Science** to create new courses POLS 4461, 4462, 4463 and 4464; update course titles for POLS 4405 and 4454.

Other Business:

1. **Officer Elections –** new Chair for AY2020-21 (Geoffrey Bennett left ISU over the summer)
Eligible members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Cathy Gray, Wenxiang Zhu, Wesley Usyak, Wendy Mickelson, Barb Mason

2. Catalog Format Review Subcommittee – deferred until Fall 2020

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

F. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
September 17, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences:
Guests:

1. Announcements
2. Minutes from **September 3, 2020**
3. Report from the Executive Committee:
 - a. UCC 101: Introduction, reminder, procedural run-down
 - b. New [UCC How-to video](#) – first of a short series
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

1. [Proposal 4](#) from **Political Science** to create new courses POLS 4461, 4462, 4463 and 4464; update course titles for POLS 4405 and 4454. *Changes affect Graduate Catalog.* Was **tabled** last week to allow time for consideration.

E. NEW BUSINESS –

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #3](#) COT Health Occupations for ADRN requirement change
2. [AY2021-22 Change Memo #4](#) College of Education course changes
3. [AY 2021-22 Change Memo #5](#) Change in History Minor
4. [AY 2021-22 Change Memo #6](#) Add GEOL options to BS Civil Engineering
5. [AY 2021-22 Change Memo #7](#) DHS 4426 Prerequisite minimum grade

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. **Proposal 5** from **Sociology** to change SOC 3321 to SOC/SOWK 4421 to accommodate a graduate section, remove the pre-requisite from SOC 4403, and update SOC curriculum. *Changes affect Graduate Catalog.*

Future Business:

1. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

F. ADJOURNMENT:

**Undergraduate Curriculum Council (UCC)
September 24, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA**

A. PRELIMINARIES

Attendance – Pre-notified Absences:
Guests:

1. Announcements
2. Minutes from [September 17, 2020](#)
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
GERC Minutes from [April 28, 2020](#) and [September 8, 2020](#) for UCC's acceptance
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #3](#) COT Health Occupations for ADRN requirement change
2. [AY2021-22 Change Memo #4](#) College of Education course changes
3. [AY2021-22 Change Memo #5](#) Change in History Minor
4. [AY2021-22 Change Memo #6](#) Add GEOL options to BS Civil Engineering
5. [AY2021-22 Change Memo #7](#) DHS 4426 Prerequisite minimum grade

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 5](#) from **Sociology** to change SOC 3321 to SOC/SOWK 4421 to accommodate a graduate section, remove the pre-requisite from SOC 4403, and update SOC curriculum. *Changes affect Graduate Catalog.*

E. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes): none

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 6](#) from **Respiratory Therapy** to update course titles and curriculum for Respiratory Therapy program
2. [Proposal 7](#) from **Unmanned Aerial Systems** to change title and course description, and reduce credits from 5 to 3 for UAS 0240
3. [Proposal 8](#) from **Paramedic Science** to delete CPAR 4410 and to create new course CPAR 4415 as its replacement.
4. [Proposal 9](#) from **Nuclear Operations Technology** for course and curriculum updates.

Future Business:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

F. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
October 1, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements -
 - a. UCC welcomes Barbara Frank, the new COSE rep for Biosciences, Chemistry, and Geosciences.
2. Minutes from [September 24, 2020](#)
3. Report from the Executive Committee:
 - o Met and confirmed Consent Calendar items for this week’s meeting.
 - o New “Parking Lot” section for next week’s agenda.
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR –

1. [Proposal 7](#) from **Unmanned Aerial Systems** to change title and course description, and reduce credits from 5 to 3 for UAS 0240
2. [Proposal 8](#) from **Paramedic Science** to delete CPAR 4410 and to create new course CPAR 4415 as its replacement.
3. [Proposal 9](#) from **Nuclear Operations Technology** for course and curriculum updates.

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 6](#) from **Respiratory Therapy** to update course titles and curriculum for Respiratory Therapy program.

E. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes): none

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 10](#) from **Organizational Learning and Performance** to create new courses CTE 4454, 4455; OLP 4412, 4441, 4454, 4455; update course titles and descriptions for CTE 4444, OLP 4442
2. [Proposal 11](#) from **Teaching and Educational Studies** to create new 21-credit and 30-credit Endorsements in Marketing Technology Education. *SBOE and Professional Standards Commission have approved these endorsements. Contingent upon approval of [Proposal 10](#).*
3. [Proposal 12](#) from **Industrial Cybersecurity Engineering Technology** to update courses and curriculum, create new CYBR prefix, delete ESET 0282A and 0282B.
4. [Proposal 13](#) from **ESTEC** to update Instrumentation Engineering Technology (IET) and Electrical Engineering Technology (EET) first year courses. *Contingent upon approval of [Proposal 12](#).*
5. [Proposal 14](#) from **Computer Science** to create a new undergraduate academic Certificate in Computer Science Cybersecurity, minor updates to courses and curriculum, and to delete CS 4471. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#) for the new certificate.*
6. [Proposal 15](#) from **Community and Public Health** to change HE prefix to CPH, renumber courses, and update course titles.
7. [Proposal 16](#) from **Kasiska Division of Health Sciences** to create a new 25-credit undergraduate Certificate in Addiction Studies. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#) for the new certificate. Contingent upon approval of UCC [Proposal 16](#).*
8. [Proposal 17](#) from **Occupational Therapy** to delete PTOT 4401 and replace it with new course PTOT 4406 Analysis of Human Movement Through Activity.

F. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

F. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
October 8, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences: Barbara Mason
Guests:

1. Announcements -
2. Minutes from October 1, 2020
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 12](#) from **Industrial Cybersecurity Engineering Technology** to update courses and curriculum, create new CYBR prefix, delete ESET 0282A and 0282B.
2. [Proposal 13](#) from **ESTEC** to update Instrumentation Engineering Technology (IET) and Electrical Engineering Technology (EET) first year courses. *Contingent upon approval of [Proposal 12](#).*
3. [Proposal 14](#) from **Computer Science** to create a new undergraduate academic Certificate in Computer Science Cybersecurity, minor updates to courses and curriculum, and delete CS 4471. *Contingent upon OSBE approval of Letter of Notification [#2020-LON-xx](#) for the new certificate.*
4. [Proposal 15](#) from **Community and Public Health** to change HE prefix to CPH, renumber courses, and update course titles.
5. [Proposal 16](#) from **Kasiska Division of Health Sciences** to create a new 25-credit undergraduate Certificate in Addiction Studies. *Contingent upon OSBE approval of Letter of Notification [#2020-LON-xx](#) for the new certificate. Contingent upon approval of UCC [Proposal 16](#).*

6. [Proposal 17](#) from **Occupational Therapy** to delete PTOT 4401 and replace it with new course PTOT 4406 Analysis of Human Movement Through Activity.

E. “PARKING LOT” – proposals and other items awaiting resolution

1. [Proposal 6](#) from **Respiratory Therapy** to update course titles, descriptions, and curriculum for Respiratory Therapy program. **Remanded** back to department to work with Chris Hunt to put this proposal into the standard catalog format and work out the questions about curriculum.
2. [Proposal 10](#) from **Organizational Learning and Performance** to create new courses CTE 4454, 4455; OLP 4412, 4441, 4454, 4455; update course titles and descriptions for CTE 4444, OLP 4442. PO needs to address new comments in the proposal before UCC considers this proposal.
3. [Proposal 11](#) from **Teaching and Educational Studies** to create new 21-credit and 30-credit Endorsements in Marketing Technology Education. *SBOE and Professional Standards Commission have approved these endorsements. Contingent upon approval of [Proposal 10](#).*

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #8 Drop CSD 4480](#)
2. [AY2021-22 Change Memo #9 correct BS Surveying and Geomatics Technology](#)
3. [AY2021-22 Change Memo #10 Remove NTD 4400 Prerequisite](#)
4. [AY2021-22 Change Memo #11 Change in ITC Energy Systems Technology](#) to add ENGL 1101 and CHEM 1101 as part of the Gen Ed requirements

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 18](#) from **Kasiska Division of Health Sciences and College of Pharmacy** to change PPRA 9907 to DHS 4427 and increase credits from 2 to 3 credits.
2. [Proposal 19](#) from **Global Studies and Languages** to update language course semester offerings and to change SPAN 3342 course title and description.
3. [Proposal 20](#) from **Finance and Economics** to create new 9-credit undergraduate Financial Literacy Certificate using existing courses. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx for the new certificate.*

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

H. ADJOURNMENT:

**Undergraduate Curriculum Council (UCC)
October 15, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA**

A. PRELIMINARIES

Attendance – Pre-notified Absences: Barbara Mason
Guests:

1. Announcements -
2. Minutes from October 8, 2020
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY2021-22 Change Memo #8 Drop CSD 4480](#)
2. [AY2021-22 Change Memo #9 correct BS Surveying and Geomatics Technology](#)
3. [AY2021-22 Change Memo #10 Remove NTD 4400 Prerequisite](#)
4. [AY2021-22 Change Memo #11 Change in ITC Energy Systems Technology](#) to add ENGL 1101 and CHEM 1101 as part of the Gen Ed requirements

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 10](#) from **Organizational Learning and Performance** to create new courses CTE 4454, 4455; OLP 4412, 4441, 4454, 4455; update course titles and descriptions for CTE 4444, OLP 4442.
 - a. PO needs to address new comments in the proposal before UCC considers this proposal.

2. [Proposal 11](#) from **Teaching and Educational Studies** to create new 21-credit and 30-credit Endorsements in Marketing Technology Education. *SBOE and Professional Standards Commission have **approved** these endorsements. Contingent upon approval of [Proposal 10](#).*
3. [Proposal 18](#) from **Kasiska Division of Health Sciences** and **College of Pharmacy** to change PPRA 9907 to DHS 4427 and increase credits from 2 to 3 credits.
4. [Proposal 19](#) from **Global Studies and Languages** to update language course semester offerings and to change SPAN 3342 course title and description.
5. [Proposal 20](#) from **Finance and Economics** to create new 9-credit undergraduate Financial Literacy Certificate using existing courses. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#) for the new certificate.*

E. “PARKING LOT” – proposals and other items awaiting resolution

1. [Proposal 6](#) from **Respiratory Therapy** to update course titles, descriptions, and curriculum for Respiratory Therapy program. **Remanded** back to department to work with Chris Hunt to put this proposal into the standard catalog format and work out the questions about curriculum.

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
October 22, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA Revised

A. PRELIMINARIES

Attendance – Pre-notified Absences:
Guests:

1. Announcements -
2. Minutes from **October 15, 2020**
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 6](#) from **Respiratory Therapy** to update course titles, descriptions, and curriculum for Respiratory Therapy program. **Remanded** back to department to work with Chris Hunt to put this proposal into the standard catalog format and work out the questions about curriculum.

Proposed Policy:

1. [Accelerated Program BA/BS to MA/MS policy draft](#) – *collaborative effort among UCC, Grad Council, Academic Standards Council, Faculty Senate, Academic Affairs, Grad School, and Registrar's Office.*

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 21](#) from **Emergency Services** to update EMGT curriculum to HSEM (Homeland Security and Emergency Mgmt), create new HSEM courses and delete EMGT courses. *OSBE has already approved the program name change; confirmed no further notification to OSBE is required.*
2. [Proposal 22](#) from **Theatre & Dance** to update courses and BA in Theatre curriculum, create new courses THEA 2215, 2235, and 3315. *Affects COE Drama Endorsements [Proposal 23](#).*
3. [Proposal 23](#) from **Teaching and Educational Studies** to update Drama Endorsements to match changes in Theatre curriculum. *Contingent upon approval of [Proposal 22](#).*
4. [Proposal 24](#) from **Radiographic Science** to create a 16-month part-time option for the Diagnostic Medical Sonography program, and to create new course DMS 4494. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#).*
5. [Proposal 25](#) from **Chemistry** to generalize BS/MS admission requirements and to remove summer offering for CHEM 1111 & 1112.
6. [Proposal 26](#) from **Physician Assistant Studies** to create a new Pre-Physician Assistant Minor. *Contingent upon OSBE approval of Letter of Notification #[2020-LON-xx](#).*

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.

H. ADJOURNMENT:

**Undergraduate Curriculum Council (UCC)
October 29, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA --**

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:
2. Minutes from **October 22, 2020**
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - i. Minutes for **September 22, 2020** - for UCC's acceptance
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 21](#) from **Emergency Services** to update EMGT curriculum to HSEM (Homeland Security and Emergency Mgmt), create new HSEM courses and delete EMGT courses. *OSBE has already approved the program name change; confirmed no further notification to OSBE is required.*
2. [Proposal 22](#) from **Theatre & Dance** to update courses and BA in Theatre curriculum, create new courses THEA 2215, 2235, and 3315. *Affects COE Drama Endorsements [Proposal 23](#).*
3. [Proposal 23](#) from **Teaching and Educational Studies** to update Drama Endorsements to match changes in Theatre curriculum. *Contingent upon approval of [Proposal 22](#).*
4. [Proposal 24](#) from **Radiographic Science** to create a 16-month part-time option for the Diagnostic Medical Sonography program, and to create new course DMS 4494. *Contingent upon OSBE approval of Letter of Notification [#2020-LON-xx](#).*

5. [Proposal 25](#) from **Chemistry** to generalize BS/MS admission requirements and to remove summer offering for CHEM 1111 & 1112.
6. [Proposal 26](#) from **Physician Assistant Studies** to create a new Pre-Physician Assistant Minor. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week

1. [Proposal 30](#) from **History** to create new BA/MA accelerated pathway program, and create new course HIST 4468 World War II and Holocaust. *Contingent upon new policy for accelerated programs.*

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes): none

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 27](#) from **Nuclear Engineering** to create new NE 4450 course, update course description for NE 4488.
2. [Proposal 28](#) from **Health Informatics** to change course prefix from INFO to HI (courses 3330, 4422, 4424, and 4426)
3. [Proposal 29](#) from **Kasiska Division of Health Science** to create new permanent course DHS 4428 Evidence-Based Lipid Practice.
4. [Proposal 31](#) from **Human Performance and Sport Studies** to create new accelerated 3+2 pathway to earn BA/BS in Exercise Science and Masters in Athletic Training (BS/MSAT or BA/MSAT) in 5 years. *Changes affect Graduate Catalog. Contingent upon new policy for accelerated programs.*
5. [Proposal 32](#) from **Mathematics & Statistics** to add MATH 3310 to Applied Math Minor requirements, change course description for MATH 1143, and update pre-requisites for MATH 4423 and MATH 4424. *Department opted not to change corresponding 5500 level graduate course pre-reqs.*

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
November 5, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:
2. Minutes from **October 29, 2020**
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 22](#) from **Theatre & Dance** to update courses and BA in Theatre curriculum, create new courses THEA 2215, 2235, and 3315. *Affects COE Drama Endorsements [Proposal 23](#).*
2. [Proposal 23](#) from **Teaching and Educational Studies** to update Drama Endorsements to match changes in Theatre curriculum. *Contingent upon approval of [Proposal 22](#).*
3. [Proposal 27](#) from **Nuclear Engineering** to create new NE 4450 course, update course description for NE 4488.
4. [Proposal 28](#) from **Health Informatics** to change course prefix from INFO to HI (courses 3330, 4422, 4424, and 4426)

5. [Proposal 29](#) from **Kasiska Division of Health Science** to create new permanent course DHS 4428 Evidence-Based Lipid Practice.
6. [Proposal 30](#) from **History** to create new BA/MA accelerated pathway program, and create new course HIST 4468 World War II and Holocaust. Was **tabled** pending clarifications from department to answer questions. *Contingent upon new policy for accelerated programs.*
7. [Proposal 31](#) from **Human Performance and Sport Studies** to create new accelerated 3+2 pathway to earn BA/BS in Exercise Science and Masters in Athletic Training (BS/MSAT or BA/MSAT) in 5 years. *Changes affect Graduate Catalog. Contingent upon new policy for accelerated programs.*
8. [Proposal 32](#) from **Mathematics & Statistics** to add MATH 3310 to Applied Math Minor requirements, change course description for MATH 1143, and update pre-requisites for MATH 4423 and MATH 4424. *Department opted not to change corresponding 5500 level graduate course pre-reqs.*

E. "PARKING LOT" – proposals and other items awaiting resolution – none this week

1. [Proposal 26](#) from **Physician Assistant Studies** to create a new Pre-Physician Assistant Minor. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2020-21 Change Memo #12 Clarification of B. Music ensemble requirements](#)
2. [AY 2021-22 Change Memo #13 SOWK PSYC substitutions](#)
3. [AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite](#)

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 33](#) from **Nursing** to create new course NURS 4130C, delete NURS 3110L, and update curriculum for the Traditional BSN and Accelerated BSN.
2. [Proposal 34](#) from **Fire Services Administration** to delete FSA 2201 and replace it with new course HSEM 1125.
3. [Proposal 35](#) from **College of Business** to add ECON 4485 to the Applied Education Course list
4. [Proposal 36](#) from **Marketing and Management** to create new Professional Sales Certificate and to delete the minor in Marketing. *Contingent upon OSBE approval of Letters of Notification #2020-LON-xx for the Certificate and 2020-LON-xx to discontinue the minor*
5. [Proposal 37](#) from **Kasiska Division of Health Sciences** to update B.S. in Health Sciences degree requirements and create 7 new tracks: Pre-Med, Pre-Physician Assistant, Pre-Dental, Pre-Healthcare Advocacy & Leadership, Pre-Occupational Therapy, Pre-Physical Therapy, and Pre-Veterinary Studies. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*
6. [Proposal 38](#) from **Pharmacy** to create new courses PHAR 9941, 9983, 9984; and for minor Pharmacy course and curricular updates.

7. [Proposal 39](#) from **Kasiska Division of Health Sciences** for a new Minor in Healthy Aging.
Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.
8. [Proposal 40](#) from **Microbiology** to add BIOL 4423 and BIOL 4436 as electives for the B.S. in Microbiology degree.

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.
3. **Change Memo Clarification Subcommittee -- placeholder; deferred until Spring 2021**
Create a subcommittee to create clear, consistent criteria for change memos. Change Memos streamline catalog cleanup changes, but circumvent college dean and impact response reviews.
Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell all expressed interest in serving on this subcommittee.
4. **Course and Program Duplication -- placeholder; deferred until Spring 2021**
Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
5. **Impact Response Timeline -- placeholder; deferred until Spring 2021**
Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC.
6. **UCC’s Role in Program Prioritization -- placeholder; awaiting Faculty Senate’s direction**
UCC has purview over courses and curriculum

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
November 12, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA - Revised

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:
2. Minutes from **November 5, 2020**
3. Report from the Executive Committee:
 - Reinforce UCC deadlines for proposals
 - Need for future discussion of faculty curricular oversight in interdisciplinary programs
 - Inclusion of COE related changes in proposals in which a COE change is needed
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2020-21 Change Memo #12 Clarification of B. Music ensemble requirements](#)
2. [AY 2021-22 Change Memo #13 SOWK PSYC substitutions](#)
3. [AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite](#)

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 30](#) from **History** to create new BA/MA accelerated pathway program, and create new course HIST 4468 World War II and Holocaust. Was **tabled** pending clarification of “junior year”, and College of Ed’s decision on how to add the WWII course to their Endorsements. *Contingent upon new policy for accelerated programs.*

2. [Proposal 31](#) from **Human Performance and Sport Studies** to create new accelerated 3+2 pathway to earn BA/BS in Exercise Science and Masters in Athletic Training (BS/MSAT or BA/MSAT) in 5 years. *Changes affect Graduate Catalog. Contingent upon new policy for accelerated programs.* Was **tabled** pending departmental approval of changes made to...
3. [Proposal 32](#) from **Mathematics & Statistics** to add MATH 3310 to Applied Math Minor requirements, change course description for MATH 1143, and update pre-requisites for MATH 4423 and MATH 4424. *Department opted not to change corresponding 5500 level graduate course pre-reqs.* Was **tabled** pending clarification by department of faculty vote counts.
4. [Proposal 33](#) from **Nursing** to create new course NURS 4130C, delete NURS 3110L, and update curriculum for the Traditional BSN and Accelerated BSN.
5. [Proposal 34](#) from **Fire Services Administration** to delete FSA 2201 and replace it with new course HSEM 1125.
6. [Proposal 35](#) from **College of Business** to add ECON 4485 to the Applied Education Course list
7. [Proposal 36](#) from **Marketing and Management** to create new Professional Sales Certificate and to delete the minor in Marketing. *Contingent upon OSBE approval of Letters of Notification #2020-LON-xx for the Certificate and 2020-LON-xx to discontinue the minor*
8. [Proposal 37](#) from **Kasiska Division of Health Sciences** to update B.S. in Health Sciences degree requirements and create 7 new tracks: Pre-Med, Pre-Physician Assistant, Pre-Dental, Pre-Healthcare Advocacy & Leadership, Pre-Occupational Therapy, Pre-Physical Therapy, and Pre-Veterinary Studies. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*
9. [Proposal 38](#) from **Pharmacy** to create new courses PHAR 9941, 9983, 9984; and for minor Pharmacy course and curricular updates.
10. [Proposal 39](#) from **Kasiska Division of Health Sciences** for a new Minor in Healthy Aging. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*
11. [Proposal 40](#) from **Microbiology** to add BIOL 4423 and BIOL 4436 as electives for the B.S. in Microbiology degree.

E. "PARKING LOT" – proposals and other items awaiting resolution – none this week

1. [Proposal 26](#) from **Physician Assistant Studies** to create a new Pre-Physician Assistant Minor. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-22 Change Memo #15 Adjust Prerequisite for ENGL 4494](#)
2. [AY 2021-22 Change Memo #16 ATC Cosmetology change](#)
3. [AY 2021-22 Change Memo #17 Update Education History endorsements](#) *Contingent upon approval of History Proposal 30*

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 41](#) from **Marketing and Management** to create new course MGT 4485, update the course title for MGT 4462, and change to letter grading for MGT 4484.
2. [Proposal 42](#) from **Health Care Administration** to change the BS to BBA in Healthcare Administration, add new course HCA 3393 and bring back HCA 4480. *Contingent upon OSBE approval of Letter of Notification # [2020-LON-xx](#) to change the degree from BS to BBA.*

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
 - b. Proposal template for Bachelors/Masters Accelerated programs
 - c. Include COE proposal change in proposals affecting COE
 - d. Interdisciplinary programs: How to deal with faculty oversight of curriculum
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.
3. **Change Memo Clarification Subcommittee -- placeholder; deferred until Spring 2021**

Create a subcommittee to create clear, consistent criteria for change memos. Change Memos streamline catalog cleanup changes, but circumvent college dean and impact response reviews.
Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell all expressed interest in serving on this subcommittee.
4. **Course and Program Duplication -- placeholder; deferred until Spring 2021**

Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
5. **Impact Response Timeline -- placeholder; deferred until Spring 2021**

Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC.
6. **UCC’s Role in Program Prioritization -- placeholder; awaiting Faculty Senate’s direction**

UCC has purview over courses and curriculum

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
November 19, 2020 – 3:00-5:00 p.m. via Zoom
AGENDA

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests: Shanon Ohler, Chris Owens, Janet Loxterman

1. Announcements:
2. Minutes from **November 12, 2020**
3. Report from the Executive Committee:
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-22 Change Memo #15 Adjust Prerequisite for ENGL 4494](#)
2. [AY 2021-22 Change Memo #16 ATC Cosmetology change](#)
3. [AY 2021-22 Change Memo #17 Update Education History endorsements](#) *Contingent upon approval of History [Proposal 30](#)*

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal 41](#) from **Marketing and Management** to create new course MGT 4485, update the course title for MGT 4462, and change to letter grading for MGT 4484.
2. [Proposal 42](#) from **Health Care Administration** to change the BS to BBA in Healthcare Administration, add new course HCA 3393 and bring back HCA 4480. *Contingent upon OSBE approval of Letter of Notification # [2020-LON-xx](#) to change the degree from BS to BBA.*

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week

1. [Proposal 37](#) from **Kasiska Division of Health Sciences** to update B.S. in Health Sciences degree requirements and create 7 new tracks: Pre-Med, Pre-Physician Assistant, Pre-Dental, Pre-Healthcare Advocacy & Leadership, Pre-Occupational Therapy, Pre-Physical Therapy, and Pre-Veterinary Studies. *Contingent upon OSBE approval of Letter of Notification #2020-LON-xx.*

Side-by-side Biology Comparison documents:

- BSHS Tracks 1, 2, 3, & 7 / Biology Biomedical Science
- BSHS / BS Biology: PreMed
- BSHS / BS Biology: Pre-PA
- BSHS / BS Biology: Pre-Dental
- BSHS / BS Biology: Pre-Vet

F. NEW BUSINESS:

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-22 Change Memo #18 - BIOL 2228 Prerequisites](#) – supercedes [AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite](#) which was approved by UCC on 11/12/2020.

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals: none this week, AY2021-22 catalog proposals are concluded.

G. FUTURE BUSINESS:

1. Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021

- a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
- b. Proposal template for Bachelors/Masters Accelerated programs
- c. Include COE proposal change in proposals affecting COE
- d. Interdisciplinary programs: How to deal with faculty oversight of curriculum

2. Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021

Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.

3. Change Memo Clarification Subcommittee -- placeholder; deferred until Spring 2021

Create a subcommittee to create clear, consistent criteria for change memos. Change Memos streamline catalog cleanup changes, but circumvent college dean and impact response reviews.

Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell all expressed interest in serving on this subcommittee.

4. Course and Program Duplication -- placeholder; deferred until Spring 2021

Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways

of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?

5. Impact Response Timeline -- placeholder; deferred until Spring 2021

Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC.

6. UCC's Role in Program Prioritization -- placeholder; awaiting Faculty Senate's direction

UCC has purview over courses and curriculum

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
November 24, 2020 – 3:00-5:00 p.m. ‘virtual’ meeting via email
AGENDA

A. PRELIMINARIES

1a. Attendance:

2. Announcements: UCC’s business for Fall 2020 is concluded. Council will reconvene in January.
3. Minutes from **November 12, 2020** and **November 19, 2020**

B. INFORMATION ITEMS – none

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-22 Change Memo #18 - BIOL 2228 Prerequisites](#) – to add BIOL 3301 as prerequisite option for BIOL 2228. *Supersedes [AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite which was approved by UCC on 11/12/2020.](#)*

F. NEW BUSINESS: none until next semester

G. FUTURE BUSINESS:

1. **Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021**
 - a. [Suggestions for Improvement of UCC Proposal Form and Process](#) (restricted access)
UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
 - b. Proposal template for Bachelors/Masters Accelerated programs
 - c. Include COE proposal change in proposals affecting COE
 - d. Interdisciplinary programs: How to deal with faculty oversight of curriculum
2. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.
3. **Change Memo Clarification Subcommittee -- placeholder; deferred until Spring 2021**
Create a subcommittee to create clear, consistent criteria for change memos. Change Memos streamline catalog cleanup changes, but circumvent college dean and impact response reviews.
Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell all expressed interest in serving on this subcommittee.
4. **Course and Program Duplication -- placeholder; deferred until Spring 2021**
Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?

5. Impact Response Timeline -- placeholder; deferred until Spring 2021

Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC.

6. UCC's Role in Program Prioritization -- placeholder; awaiting Faculty Senate's direction

UCC has purview over courses and curriculum

H. ADJOURNMENT:

**Undergraduate Curriculum Council (UCC)
February 4, 2021 – 3:00-5:00 p.m. via Zoom
AGENDA**

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:
2. Minutes – none, all were approved
3. Report from the Executive Committee:
Has met every week in January to work on tasks from UCC’s Future Business list:
 - a. **Revisions to [UCC Proposal Form](#) and [Proposal Request Form](#)**
 - Include COE changes in proposals affecting College of Education programs
 - Streamline infrastructure impact process
 - b. **Proposal template for Bachelors/Masters Accelerated programs**
 - working with Grad School to create one form to use for both councils
 - c. **Impact Response Timeline**
Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC
 - d. **Change Memo Clarification Subcommittee**
Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell have met and come up with proposed process changes
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
GERC Minutes for UCC’s acceptance:
[October 13, 2020](#), [October 27, 2020](#), and [November 11, 2020](#)
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-20 Change Memo #19 – FIN 4445 Prerequisite change to add FIN 3303](#)

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals:

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week

F. NEW BUSINESS: none this week

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals: none this week

G. FUTURE BUSINESS:

1. **Revise UCC Bylaws**
2. **Interdisciplinary programs:** How to deal with faculty oversight of curriculum
3. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.
4. **Course and Program Duplication -- placeholder; deferred until Spring 2021**
Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
5. **UCC’s Role in Program Prioritization -- placeholder; awaiting Faculty Senate’s direction**
UCC has purview over courses and curriculum

H. ADJOURNMENT:

Undergraduate Curriculum Council (UCC)
February 18, 2021 – 3:00-5:00 p.m. via Zoom
AGENDA -- REVISED

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:
2. Minutes – February 4, 2021
3. Report from the Executive Committee:
 - Need a new Vice Chair for this semester
 - Mid-term vacating council seats that are not expiring this May
4. Information from Academic Affairs:
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
GERC Minutes for UCC's acceptance: **January 26, 2021** and **February 9, 2021**
[Objective 6 ORC Report](#) – for UCC's acceptance
 - b. BAS Committee update
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS –

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. [AY 2021-22 Change Memo #20 -- Update Credits in Aircraft Maintenance](#) *(requires approval by OSBE and CTE)*

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals: none this week

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week

F. NEW BUSINESS: none this week

Minor Catalog Changes (no proposal needed, just a memo showing the exact changes):

1. ENGL Change Memo forthcoming – *may require OSBE approval*

State Proposals for Endorsement: none this week

Curriculum, Course, and Program Change Proposals: none this week

Officer replacement needed:

New Vice Chair to replace Deirdre Caputo-Levine for this semester – need volunteers!

G. FUTURE BUSINESS:

1. **Revise UCC Bylaws**
2. **Interdisciplinary programs:** How to deal with faculty oversight of curriculum
3. **Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021**
Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar's Office, Academic Affairs, and Marketing.
4. **Course and Program Duplication -- placeholder; deferred until Spring 2021**
Create a working group to develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
5. **UCC's Role in Program Prioritization -- placeholder; awaiting Faculty Senate's direction**
UCC has purview over courses and curriculum
6. **Impact Response Timeline**
Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC

H. ADJOURNMENT: