

Undergraduate Curriculum Council (UCC)
April 18, 2024 – for 2025-26 catalog
AGENDA

A. PRELIMINARIES

Attendance:

Pre-notified Absences: Erin Berry, Cindy Hill

Guests: none

1. Announcements:
2. Minutes for [April 11, 2024](#) ‘virtual’ meeting - for UCC’s approval
3. Report from the Executive Committee:

4. Information from Academic Affairs:

As per usual practice, ISU has to notify the Office of the State Board of Education (OSBE) and our accreditors, North West Commission on Colleges and Universities (NWCCU) and get their approval or acknowledgement of any **changes to our program inventory** prior to implementation. OSBE only needs to know about programs (degrees, certificates, minors, concentrations, discontinuances), but NWCCU recently made changes to their notification requirements that affect curricular changes as well.

NWCCU has a [new course comparison form](#) they now require for **all curricular changes to our program inventory**, both graduate and undergraduate. They also want to know more [detailed information about program offerings](#) and how departments are conducting their assessment of programs, so please pay attention to that piece as you work with your constituents in completing their proposals. Ivory and Catherine will work together behind the scenes to complete these NWCCU forms, and Academic Affairs will submit the forms to NWCCU for their acceptance before the next catalog is published.

Please bear in mind: any time the total credits of new courses change the program **25% or more**, it is considered by NWCCU as a minor substantive change and **costs ISU \$1000** to implement, rather than a program inventory update, which is free.

5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update: meets next Tuesday, April 23.
 - b. BAS Committee update:
 - c. Catalog Format Review Subcommittee update:
6. Information from the Chair:
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR –

1. [Proposal #34A](#) from **Nursing, Registrar, and Academic Affairs** to correct course numbers and changes in order to comply with the 2021 AACN Essentials of Nursing Education standards. The original student cohorts need the original courses to complete the program; incoming and subsequent student cohorts will use the updated courses and curriculum. These changes were worked out, reviewed, and approved by the Registrar's Office, Nursing director, and Academic Affairs as a satisfactory way to resolve the accreditation problems incurred by the proposal as originally approved.
2. [Annual Change Memo from Registrar](#) documenting corrections made to the 2024-25 catalog during pre-publication review and proofreading.

D. UNFINISHED BUSINESS

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

State Proposals for Endorsement: none this week

Other Business:

1. Elections for Next Year's Officers – nominations open

Eligible members: Jessica Winston, Bob Houghton, Ajit Bhattarai, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn

Rotating off council but eligible for re-election: Ines Jindra, Ben Bolin, Randa Kress, Erin Berry

Nominations Received for Officer Positions:

- a. **Chair:** Wesley Usyak
- b. **Vice Chair:** Bob Houghton
- c. **Executive Secretary:** Ben Bolin is willing to serve again, contingent upon his re-election to UCC

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

F. NEW BUSINESS:

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

State Proposals for Endorsement: none this week

Other Business: none this week

G. FUTURE BUSINESS:

1. Sent to Catalog Format Subcommittee for investigation and recommendation: standardize catalog in regards to experimental courses; every subject code needs a lower division and upper division experimental course. Should it be a 1000 and 4000 level, or a 2000 and 3000 level pairing? Or an experimental course at each level? Grading question too: Letter, S/U, or allow flexibility depending on course and instructor needs?

[Experimental Course Spreadsheet](#) prepared by Ivory Fort

H. ADJOURNMENT: