Undergraduate Curriculum Council (UCC)
January 12, 2017 – 3:00-5:00 p.m. in Rendezvous 301, Meridian 653
Volume XXXIII, Meeting 1 (19-1)
MINUTES – *Approved by Curriculum Council via email on March 2, 2017; Accepted by Academic Affairs on March 13, 2017*

A. PRELIMINARIES –
 1a. Attendance:

Members:	Brian Attebery, Geoffrey Bennett, Lisa Goss, Mary Hofle (chair), Bob Houghton, Spencer Jardine, Thomas Kloss, James Lai, Steve Maclure, Elizabeth Morgan (telecom), Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

 1b. Excused: Susan Belliston
 1c. Guests: Matt Wilson (GERC Vice Chair)

 2. Minutes for approval: none, all were approved last semester.

 3. Announcements –
   Many thanks to all council members for their hard work last semester, they are a good group and a joy to work with.

 5. Report from the Executive Committee: did not meet, no report.

 6. Information from Academic Affairs: Proposal status updates:
   Proposal #53 Chemistry (CHEM 1101)
     Hofle met with Selena Grace and Joanne Tokle before winter break regarding removing courses from the Gen Ed Program. There is no precedent or procedure in the state for removal, so ISU can devise its own procedure. CHEM 1101 cannot be removed from the Gen Ed Program for at least another year, since every other institution in Idaho teaches CHEM 1101 as one of their Objective 5 GEM courses. For now, the Chemistry department will need to figure out a way of assessing CHEM 1101 as an Objective 5 course. Hofle said she reviewed the history with Grace and reiterated that CHEM 1101 should not have transitioned from the previous Gen Ed Goals into the new Gen Ed Objectives. Grace was amenable to GERC and UCC continuing to work this year on finding a satisfactory solution to this dilemma. Grace will also discuss this issue with the State Board of Education (SBOE) to get their input on how much leeway the universities have in deciding which courses to offer in Objectives 1 through 6 in the GEM system. GERC has complete purview over Objectives 7, 8 and 9 since those are ISU's discretionary Objectives.

   Proposal #57 Paramedic Science Academic Certificate
     This proposal is on hold pending replies to Deans' Council's questions and concerns. It also requires a letter to the SBOE for their approval of this Certificate.

   Proposal #48 Entrepreneurial Leadership and Entrepreneurial Innovation minors, new MGT 2210
     Academic Affairs denied the two new Entrepreneurial minors, but the rest of the proposal was approved.

 7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC)
     GERC met on Tuesday. The GERC chair had met with the Institutional Effectiveness and Assessment Committee that afternoon and reported on GERC's efforts and progress in reviewing and approving general education assessment plans. Most assessment plans have been approved, but there are still some plans that need revisions, and a few still to be submitted for

GERC's review. The open question is what can and may GERC do regarding general education courses for which a plan has not been submitted or approved.

Departments submitted their first round of assessment reports last fall. GERC plans to make a few modifications to the reporting form in response to feedback it has received. GERC also intends to start working on the backlogged items it had compiled of future business items. They will approve their final Gen Ed Course List for the 2017-18 catalog next week. Discussion. Departments have some latitude on how often they assess each learning outcome within the Objective. Tokle will check on the SBOE's expectations of frequency of assessing outcomes. Some adjustments to assessment schedules may be needed to maximize efficiency.
.

8. Information from the Chair: none

9. Information from the Faculty Senate and other Councils:
   Faculty Senate met on Monday and continued their work on policies. Discussed Faculty Constitution, encouraged each Senator to talk with their constituents to find out what faculty want the constitution to include, and how much a priority it should be. A small group of 4 Senators will be reviewing previous versions of the Constitution as a starting point.

10. Other related information or questions:
    White demonstrated how to find and approve the online catalog pages. Each UCC council member will need to carefully review and approve the pages for their units' proposals before the pages can go to the next person in the approval chain. An automatic email will be sent out with the link for each page to be approved. UCC members need to finish their approvals by next Friday.

B. **INFORMATION ITEMS** – none

C. **CONSENT CALENDAR** – none this week

D. **UNFINISHED BUSINESS**

   Catalog Policy Recommendation for consideration:

   Council unanimously voted to approve the following statement to be included on the UCC proposal form:

   Listing Prerequisites in Degree Requirements for all Programs:

   All courses that are prerequisites for courses required for a program are to be listed in the catalog as requirements for the program, except for: MATH 1108, MATH 1143, MATH 1144 and MATH 1147.

   Curriculum, Course and Program Change Proposals:

   WITHDRAWN:

   1. Proposal #4 from the **Division of Health Sciences** for a new Certificate for the **Interprofessional Program in Mindful Practices** and new DHS 4411 Practicum course. Changes will affect the Graduate catalog. *Requires SBOE and NWCCU approval.* **Remains tabled indefinitely, per Linda Rankin, DHS Assoc. Dean. SBOE proposal was pulled by Provost.** *Morgan had confirmed this proposal should be considered as withdrawn.*

REMAINS TABLED:

1. Proposal #50 from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. .*GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet.

Read explained that she and White will transfer existing proposals in process from last fall into the new 2018-19 catalog proposal Tracking Sheet, so POs can continue working on their proposals without having to submit new requests.

E. NEW BUSINESS –

State Proposals for Review: **-- none this week**

New Proposal Forms:

1. Council unanimously approved the 2018-19 online Proposal Request Form (Appendix) with the suggested changes incorporated. This summer White plans to create drop-down menus for departments listed within each college when she has more time to work on this.

2. 2018-19 Proposal Form Template with new Degree MAP tables (Part C.3.)
   Read showed and explained the changes she and White made to the proposal form. Discussion about how the new major Degree MAPs should be handled if submitted with the proposals. The Central Advising office needs MAPs to be submitted as Word documents rather than in another format. Ultimately all Degree MAPs will be posted on the Central Academic Advising website for departments to download and update with all proposed changes corresponding to UCC catalog proposals. The first page of the MAP listing the degree requirements will be published in the Undergraduate Catalog, hence the need for UCC to review and approve changes to the MAPs. Hertz and Zink will clarify the instructions in the proposal form for UCC to review next meeting. Meanwhile, Read will disable the proposal request links on the UCC website with a note saying the new forms will be available in February.

3. Instructions for creating a Degree MAP (Major Academic Plan) – to be posted on UCC's website
   Hertz and Zink will revise these instructions for next meeting.

   Other: none

F. ADJOURNMENT: 4:25 p.m.

FORM APPROVED

[2018-19 online Proposal Request Form](#)

Undergraduate Proposal Request Form for the 2018-19 Catalog

Use this form to initiate a request to make curricular and/or course changes to the Undergraduate Catalog. Within 3 - 5 business days, you will be sent a link to an Undergraduate Catalog Curriculum Change form in Google Docs via email. You will indicate your proposed changes to the catalog in this Google Doc.

Please communicate with your Undergraduate Curriculum Council (UCC) Representative as Proposal Originators (POs) are urged to work closely with their UCC unit representative in the development of proposals. Additional information about the entire process for creating and submitting proposals to the UCC can be found on their website: http://www2.isu.edu/ucc/generalinfo.shtml.

FOR QUESTIONS ABOUT NON-CURRICULAR CHANGES TO THE CATALOG, such as updates to the Overview and Faculty tabs, please contact the Undergraduate Catalog Editor at ugcat@isu.edu.

Your email address (**uccmail@isu.edu**) will be recorded when you submit this form. Not **uccmail**? Sign out

* Required

College *

Select the college from which the proposal originates.

- ☐ CAL
- ☐ COB
- ☐ COE
- ☐ COSE
- ☐ KDHS
- ☐ COT
- ☐ Other: [_____]

Dept. or Program *

Select the department or program from which the proposal originates. DEPARTMENTS ARE GROUPED TOGETHER BY COLLEGE.

- ☐ CAL (all)
- ☐ ACAD
- ☐ ANTH
- ☐ ART
- ☐ CMP
- ☐ ENGL/PHIL
- ☐ Gen Studies

- ☐ GS&Lang
- ☐ HIST
- ☐ IMNH
- ☐ LLIB
- ☐ MilSci
- ☐ MUSIC
- ☐ PoliSci
- ☐ PSYC
- ☐ SOC/SOWK
- ☐ THEA/DANC
- ☐ --
- ☐ COB (all)
- ☐ ACCT
- ☐ ECON
- ☐ FIN
- ☐ GEN BUS
- ☐ HCA
- ☐ INFO
- ☐ MGT
- ☐ MKTG
- ☐ --
- ☐ COE (all)
- ☐ CFS
- ☐ OLP
- ☐ SPED
- ☐ SPEL
- ☐ SS&PE
- ☐ TES
- ☐ --
- ☐ KDHS (all)
- ☐ BSHS
- ☐ COUN
- ☐ CSD
- ☐ DENT
- ☐ EMGT
- ☐ FSA
- ☐ HE
- ☐ IDEP
- ☐ MLS

- o ☐ NTD
- o ☐ NURS
- o ☐ Paramedic Sci
- o ☐ PAS
- o ☐ PHARM
- o ☐ PTOT
- o ☐ RS
- o ☐ --
- o ☐ COSE (all)
- o ☐ BIOL
- o ☐ CE
- o ☐ CHEM
- o ☐ CS
- o ☐ GEOL
- o ☐ Math/Stat
- o ☐ ME
- o ☐ PHYS/NE/HPHY/EE
- o ☐ ---
- o ☐ COT (all)
- o ☐ Business Tech
- o ☐ ESTEC
- o ☐ General Ed
- o ☐ Health Occ. Dept.
- o ☐ Technical Dept
- o ☐ Trade & Industrial Dept
- o ☐ Other: [   ]

Proposal Title *

Succinct, descriptive title for proposal; 10 words or less

[   ]

Proposal Originator (PO) *

Name of person creating the proposal (The PO is the person who will be contacted if a need for clarification about the proposal arises.)

[   ]

PO's Phone # *

[   ]

PO's Preferred Email Address *

<div style="border: 1px solid; width: 150px; height: 40px;"></div>

PO's BengalWeb Username *

The username used when logging in to BengalWeb (An account under this username will be set up for the PO in the eCatalog so that the proposed changes can be reviewed before catalog publication.)

<div style="border: 1px solid; width: 150px; height: 40px;"></div>

Name of UCC Rep for your college/unit *

A list of current UCC members can be found at: http://www2.isu.edu/ucc/members.shtml

<div style="border: 1px solid; width: 150px; height: 40px;"></div>

Sections of eCatalog Impacted *

BRIEFLY state which sections of your departmental pages (i.e., the Admissions, Programs, Plans of Study, and Courses tabs) you are changing.

<div style="border: 1px solid; width: 340px; height: 240px;"></div>

Does your proposal include any changes to courses (i.e., information on the COURSES tab of the eCatalog)? See examples: *

e.g., deletion or addition of courses in Banner, changes to course name or description, pre- and coreqs, number of credit hours, grading method, when course is offered, course equivalencies, etc.

- ○ YES
- ○ NO

Do proposed course changes affect any courses used to satisfy General Education Objectives?

Information about courses that are currently used to satisfy General Education Objectives can be found at: http://coursecat.isu.edu/undergraduate/academicinformation/generaleducation/. For information about creating a new General Education Objective course, go to: http://www2.isu.edu/gened/ .

- ○ YES
- ○ NO

Are changes to curricula/course of study being proposed (i.e., information on the ADMISSIONS, PROGRAMS, or PLANS OF STUDY tabs of the eCatalog)? *

e.g., degrees, emphases, lists of required courses, etc. (Please note that the addition or deletion of programs may require additional approval from the Idaho State Board of Education and possibly the NWCCU before those catalog changes can be published.)

- ○ YES

o ○ NO

Will anyone else need editing abilities for this proposal?

If so, enter their name, BengalWeb username (4x4), and phone number in the box below:

In which catalog year do you want these changes to take effect? *

Completed proposals must be submitted to the UCC no later than SEPTEMBER 20th, 2017 for consideration for the 2018-19 Undergraduate Catalog.

NEW FOR 2018-19 PROPOSAL FORM: All programs are required to submit a Major Academic Plan (MAP) *

For more information about MAPs, go to http://www2.isu.edu/advising/student/degreePlanLanding.shtml

o ☐ "Yes, I am aware that degree MAPs are now required."

☐ Send me a copy of my responses.

Submit

100%: You made it.

Never submit passwords through Google Forms.

Powered by
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This form was created inside of Idaho State University.

Undergraduate Curriculum Council (UCC)
January 26, 2017 – 3:00-5:00 p.m. in Rendezvous 301, Meridian 653
Volume XXXIII, Meeting 2 (19-2)
MINUTES – *Approved by Curriculum Council on March 9, 2017; Accepted by Academic Affairs on March 27, 2017*

A. PRELIMINARIES –

1a. Attendance:

Members:	Geoffrey Bennett, Lisa Goss, Mary Hofle (chair), Bob Houghton, Spencer Jardine, Steve Maclure, Susan Belliston, Elizabeth Morgan (telecom), Joanne Toevs
Ex-Officio:	Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

1b. Excused: Thomas Kloss, Brian Attebery, James Lai, JoAnn Hertz, Chris Hunt,
1c. Guests: none

2.   Minutes for approval: *will vote via email*

3.   Announcements: none

5.   Report from the Executive Committee: none

6.   Information from Academic Affairs: Proposal status updates:
   Proposal #57 Paramedic Science Academic Certificate – Deans received additional information and are reviewing the proposal, their response is due tomorrow, January 27. Still needs approval from the SBOE, so this proposal will NOT meet the 2017-18 catalog deadline.

   Tokle informed everyone Read has been assigned to assist her and will be moving her office next week to the Administration Building, Room 104. Read will continue most of her duties, including working with UCC and GERC, but not Faculty Senate any more. Her phone number will remain the same, but be sure to use the **uccmail@isu.edu** and **gercmail@isu.edu** as appropriate to contact her. Plan is to establish better coordination between UCC, Graduate Council and State proposals. UCC and GERC will meet from now on in the Academic Affairs Conference Room, ADMIN 102, next door to Tokle and Read.

7.   Current Subcommittee Activities:
   a.   General Education Requirements Committee (GERC) –
        Council accepted GERC's Minutes for September 27, 2016, October 11, 2016, October 25, 2016, and November 8, 2016
        .
8.   Information from the Chair: none

9.   Information from the Faculty Senate and other Councils:
   Karina Mason Rorris from the Disability Services spoke to Senators regarding the services her office provides to assist students, faculty and staff. It was a short meeting because ISU closed early for snow.

10. Other related information or questions:
   Hofle and Houghton will meet with the Graduate Council to suggest they adopt UCC's proposal form for catalog change proposals. It would help the catalog editors, since UCC's form was carefully crafted to capture all the information they need in a user-friendly format.

B. INFORMATION ITEMS – none

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

New Proposal Forms:

1. 2018-19 Proposal Form Template with new Degree MAP information
   Members reviewed the proposed revisions to the form and made further suggestions, including tweaking the Impact Questionnaires to be consistent. Hofle mentioned the notation for removing a course from the gen ed program. She suggested GERC might consider systematically reviewing the SBOE's online Gen Ed portal to compare gen ed courses from each institution to get a better idea where it has flexibility and where it does not.

   Much discussion. The UCC proposal process is being used as a mechanism for reminding departments to create and submit Degree MAPs to Central Academic Advising, or to update their existing Degree MAPs as needed. Hertz and Zink will indicate in the Advising impact statement whether Degree MAPs are required. Hunt and the Registrar's Office will check to make sure the Degree MAP and proposed catalog changes agree with each other. There is some question whether the catalog system will automatically update Degree MAPs with updated course titles, descriptions, etc., or if such changes will have to be done manually. The Academic Advising website is being updated, should be ready by February 6 or so. White verified that the Registrar's Office corrects Plans of Study in the catalog to match curriculum approved by UCC. Proposal form **tabled** until the MAP template revisions and new website links are finalized. Zink will touch base with Hertz to make sure she concurs with the revisions to the form.

2. Revised Instructions for creating a Degree MAP (Major Academic Plan) – to be posted on UCC's website
   Deferred until next time.

REMAINS TABLED:

1. Proposal #50 from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet.

E. NEW BUSINESS –

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals: none this week

Other: none

F. ADJOURNMENT: 5:02 p.m.

Undergraduate Curriculum Council (UCC)
February 9, 2017 – 3:00-5:00 p.m. in Admin. Bldg, Rm 102, Meridian 653
Volume XXXIII, Meeting 3 (19-3)
MINUTES – *Approved by Curriculum Council on March 9, 2017; Accepted by Academic Affairs on March*
27, 2017

A. PRELIMINARIES
   1a. Attendance:

Members:	Brian Attebery, Geoffrey Bennett, Lisa Goss, Mary Hofle (chair), Bob Houghton, Spencer Jardine, James Lai, Steve Maclure, Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

   1b. Excused: Susan Belliston, Thomas Kloss, Elizabeth Morgan
   1c. Guests: Matt Wilson (GERC Vice Chair)

2. Minutes for approval: *will vote via email*

3. Announcements
> Hofle spoke with Amanda Eakins in the Graduate School regarding the proposal form they use for the Graduate Catalog and suggested they consider adopting UCC's proposal form to make it easier and more consistent for proposal originators and the eCatalog editors.   Eakins said she would be amenable to looking over UCC's form and taking it to Graduate Council for their consideration if warranted.

> Jardine mentioned the Library was hosting a reception for Art department faculty and students this evening from 4:30 – 6:30 p.m.

5. Report from the Executive Committee: did not meet

6. Information from Academic Affairs:
> Academic Affairs is updating ISU's 5-Year Plan of proposed program changes for the next few years. Departments should send all such proposals to Kelly Plummer-Sherrard in Academic Affairs, and she will record and route the proposals from there. Mid-cycle report to North West Council for Colleges and Universities accreditors (NWCCU) is due September 8. Academic Affairs will reconvene University Assessment Coordinators group this March. Tokle contacted the SBOE and verified they do not have a process for removing courses from Gen Ed program, so it will be up to UCC and GERC to create ISU's process. On behalf of Academic Affairs as well as herself, Tokle thanked everyone on UCC and GERC for their dedicated service and thoughtful discussions in these councils.

7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) –
> Wilson reported GERC approved their final list of next year's Gen Ed courses, which this council will consider today. He informed members that in GERC's assessment process Objective Review Committees (ORCs) will be designated by departments to convene and review each Objective at the end of the reporting cycle. There is still a question what NWCCU expects in terms of frequency in assessing each course, outcome, and Objective. Tolkle will have more information after the upcoming assessment workshop in March. She will answer some of GERC's other questions when they meet next week.

> 1) Council unanimously **approved** GERC's **Final Gen Ed Course List for the 2017-18 Undergraduate Catalog** (Appendix A).

   b. BAS Committee
> Council unanimously **approved** BAS Committee's Minutes from October 20, 2016 and November 18, 2016
> .

8. Information from the Chair: none

9. Information from the Faculty Senate and other Councils:
    Since Read is no longer working with Faculty Senate, there is no liaison between UCC and Faculty Senate. UCC's Vice Chair used to attend Faculty Senate as an ex-officio member, but when the Senate was reconstituted a few years ago, no provision was made for a UCC representative to attend Senate meetings. Academic Standards Committee did not meet last semester; the Faculty Senate co-chairs will follow up and get them to reconvene this semester. Research Council has not met for a couple of months, but will probably meet again sometime next month.

10. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR – RUSH!! For 2017-18 catalog

Curriculum, Course and Program Change Proposals

1. Council unanimously **approved** Proposal #64 from the **Honors Program** (Appendix 1) to require a C-minimum grade in ENGL 1101 or 1101P as a pre-req to HONS 1101. This change is to match the minimum prerequisite grade requirement for ENGL 1102. *GERC made the original suggestion, and approves this change.*

D. UNFINISHED BUSINESS

New Proposal Forms:

Hunt distributed a handout explaining the three goals the Registrar's Office and Advising are trying to accomplish with the Degree MAPs:
- Existing MAPs are in the hands of the Advising office and published in the online 2017-18 catalog, but not in the .PDF version yet.
    - o UCC will not be asked to review and approve 2017-18 MAPs.
    - o UCC will be asked to work with departments to solve problems found in the MAPs in time for publication in the 2018-19 catalog.
- All catalog changes processed by UCC for 2018-19 include either updated MAPs or newly created MAPs for programs that didn't have one.
    - o MAPs will not be submitted with UCC proposals; instead MAPs need to be submitted to the appropriate Advising office.
    - o UCC Proposals should not be held up if MAPs are not ready.
    - o UCC will not need to review and approve MAPs yet, until all MAPs are created and published.
    - o The Registrar's Office will make minor corrections to MAPs to ensure they match the catalog curriculum and course listings.
    - o Once all MAPs are created and published, UCC will be involved in reviewing and approving changes and updates.
- Standardize program listings in the 2018-19 catalog.
    - o Increase coherence between program requirements, university requirements, MAP and DegreeAudit. Would benefit students and help them be more successful.
    - o UCC to approve standard program elements and methodology for counting credits required for degree completion. Registrar and Advising would then update the MAPs for as many programs as possible.
        - ▪ Suggested program elements – *still need definitions created*
            Program Admission
            General Education
            Program Core
            Major Requirements
            Concentration Requirements

Program Electives
Upper Division Electives
Free Electives

Hofle would like to receive an initial draft of how a MAP would look in the catalog as well as the definitions. *Hunt will provide them for UCC's consideration in their next meeting.*

UCC reps will need to work with their Proposal Originators to ensure they are aware MAPs will be required, and know where to go to get more information.

1. Council unanimously **approved** its **2018-19 Proposal Form Template** with new **Degree MAP** information (Appendix B).

2. Council **approved** the revised Instructions for creating a Degree MAP (Major Academic Plan) to be posted on UCC's website, with the changes discussed to be made by Hertz (Appendix C).

REMAINS TABLED:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *.GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *ITS approval still needed, too – Part D response is marked "NO", they cannot support the proposed changes.*

E. **NEW BUSINESS** –

State Proposals for Review: **--** none this week

Curriculum, Course and Program Change Proposals:

Council voted to approve and immediately **table** the following proposal for consideration later:

1. Proposal #2 from **Mathematics & Statistics** to change the course description for MATH 3360 and add MATH 2240 as a pre-req.

Other: none

F. **ADJOURNMENT:** 4:53 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED for 2017-18 Catalog:

1. Proposal #64 from the **Honors Program** to require a C- minimum grade in ENGL 1101 or 1101P as a pre-req to HONS 1101. This change is to match the minimum prerequisite grade requirement for ENGL 1102. *GERC made the original suggestion, and approves this change.*

Appendix A:

General Education *(for the 2017-18 Catalog)*
as revised and approved by GERC via email on January 19, 2017; accepted by UCC on February 9, 2016

The General Education Program
The General Education program at Idaho State University prepares students to be life-long, independent learners and active, culturally aware participants in diverse local, national, and global communities. As the foundation for all further studies, General Education promotes comprehensive literacy - including effective communication, mathematical, and technological skills; reasoning and creativity; and information literacy - and a broad knowledge base in the liberal arts.

General Skills and Abilities
Through completing the General Education program, students will be able to:

- Communicate effectively and clearly in standard written and spoken language;
- Use mathematical language and quantitative reasoning effectively;
- Think logically, critically, and creatively; and
- Locate relevant sources and use them critically and responsibly.

General Education Requirements: The Nine Objectives

All students must complete a minimum of 36 credits from the nine Core Objective areas as outlined below. All students must meet Objectives 1 through 6, Objective 9 and choose to meet either Objective 7 or 8.

If a student does not meet the minimum credits required (36) once all 9 Core Objective areas have been met, the student must complete additional coursework from any of the outlined Core Objective areas to meet the 36 credit minimum.

Objective 1, Written Communication:

Minimum of two (2) courses. (6 credits)

Upon completion of the courses in this category, students are able to demonstrate the following competencies:

- Use flexible writing process strategies to generate, develop, revise, edit, and proofread texts.
- Adopt strategies and genre appropriate to the rhetorical situation.
- Use inquiry-based strategies to conduct research that explores multiple and diverse ideas and perspectives, appropriate to the rhetorical context.
- Use rhetorically appropriate strategies to evaluate, represent, and respond to the ideas and research of others.
- Address readers' biases and assumptions with well-developed evidence-based reasoning.
- Use appropriate conventions for integrating, citing, and documenting source material as well as for surface-level language and style.
- Read, interpret, and communicate key concepts in writing and rhetoric.

Courses that satisfy Objective 1:

ENGL 1101	English Composition	3
or ENGL 1101P	English Composition Plus	
ENGL 1102	Critical Reading and Writing [1]	3
HONS 1101	Honors Humanities I [1]	3

[1] Must obtain a minimum grade of C- or better.
   ENGL 1102 and HONS 1101 were changed to require ENGL 1101 as a Pre-Requisite

Objective 2, Oral Communication:

Minimum of one (1) course. (2 credits minimum)

Upon completion of a course in this category, students are able to demonstrate at least five (5) of the following competencies.

- Research, discover, and develop information resources and structure verbal messages to increase knowledge and understanding.
- Research, discover, and develop evidence-based reasoning and persuasive appeals for influencing attitudes, values, beliefs, or behaviors.
- Understand interpersonal rules, roles, and strategies in varied contexts.
- Effectively listen and adapt verbal messages to the personal, ideological, and emotional perspectives of the audience.
- Employ effective verbal and nonverbal behaviors that support communication goals.
- Effectively recognize and critically evaluate the reasoning, evidence, and communication strategies of self and others.

One course satisfies the objective:

COMM 1101	Principles of Speech	3

Objective 3, Mathematical Ways of Knowing:

Minimum of one (1) course. (3 credits)

Upon completion of a course in this category, a student is able to demonstrate the following competencies.

- Read, interpret, and communicate mathematical concepts.
- Represent and interpret information/data.
- Select, execute and explain appropriate strategies/procedures when solving mathematical problems.
- Apply quantitative reasoning to draw and support appropriate conclusions.

Courses that satisfy Objective 3:

MATH 1123	Mathematics in Modern Society	3
MATH 1127	The Language of Mathematics	3
MATH 1130	Finite Mathematics	3
MATH 1153	Introduction to Statistics	3
MATH 1160	Applied Calculus	3
MATH 1170	Calculus I	4
MATH 2256	Structure of Arithmetic for Elementary School Teachers	3
MATH 2257	Structure of Geometry and Probability for Elementary School Teachers	3
MGT 2216	Business Statistics	3
RCET 1372	Calculus for Advanced Electronics	4
TGE 1140	Survey of Applied Mathematics	3

For further information about mathematics prerequisites and placement, see Placement in Mathematics.

Objective 4, Humanistic and Artistic Ways of Knowing:

Minimum of two (2) courses. (6 credits.) Courses must be selected from **two different categories**: Humanities, Fine Arts, or Foreign Language.
Upon completion of a course in this category, students are able to demonstrate at least five (5) of the following competencies.

- Recognize and describe humanistic, historical, or artistic works within problems and patterns of the human experience.
- Distinguish and apply terminologies, methodologies, processes, epistemologies, and traditions specific to the discipline(s).

- Perceive and understand formal, conceptual, and technical elements specific to the discipline.
- Analyze, evaluate, and interpret texts, objects, events, or ideas in their cultural, intellectual or historical contexts.
- Interpret artistic and/or humanistic works through the creation of art or performance.
- Develop critical perspectives or arguments about the subject matter, grounded in evidence-based analysis.
- Demonstrate self-reflection, intellectual elasticity, widened perspective, and respect for diverse viewpoints.

Courses that satisfy Objective 4:
Humanities

ENGL 1110	Introduction to Literature	3
ENGL 1115	Major Themes in Literature	3
ENGL 1126	Art of Film I	3
ENGL 2257	Survey of World Literature I Beginnings through 16th Century	3
ENGL 2258	Survey of World Literature II 17th Century to Present	3
HONS 1102	Honors Humanities II	3
PHIL 1101	Introduction to Philosophy	3
PHIL 1103	Introduction to Ethics	3
TGE 1257	Applied Ethics in Technology	3

Fine Arts

ART 1100	Introduction to Art	3
ART 1101	Survey of Art History I	3
ART 1102	Survey of Art History II	3
ART 2210/CMP 2250	History and Appreciation of Photography	3
DANC 1105	Survey of Dance	3
DANC 2205	Dance in the Modern Era	3
MUSC 1100	Introduction to Music	3
MUSC 1106	American Music	3
MUSC 1108	The World of Music	4
MUSC 1109	Survey of Jazz	3
THEA 1101	Survey of Theatre	3

Foreign Languages

ANTH/SHOS 1101	Elementary Shoshoni I	4
ANTH/SHOS 1102	Elementary Shoshoni II	4
ARBC 1101	Elementary Arabic I	4
ARBC 1102	Elementary Arabic II	4
CHNS 1101	Elementary Chinese I	4
CHNS 1102	Elementary Chinese II	4
CSD 1151	American Sign Language I	3
CSD 1152	American Sign Language II	3
FREN 1101	Elementary French I	4
FREN 1102	Elementary French II	4
GERM 1101	Elementary German I	4

GERM 1102	Elementary German II	4
JAPN 1101	Elementary Japanese I	4
JAPN 1102	Elementary Japanese II	4
LANG 1101	Elementary Foreign Language I	4
LANG 1102	Elementary Foreign Language II	4
LATN 1101	Elementary Latin I	4
LATN 1102	Elementary Latin II	4
RUSS 1101	Elementary Russian I	4
RUSS 1102	Elementary Russian II	4
SPAN 1101	Elementary Spanish I	4
SPAN 1102	Elementary Spanish II	4

Objective 5, Scientific Ways of Knowing:

Minimum of two (2) lecture courses and one (1) laboratory. (7 credits) Courses must be selected from **two different course prefixes**.
Upon completion of a course in this category, a student is able to demonstrate at least four (4) of the following competencies.

- Apply foundational knowledge and models of a natural or physical science to analyze and/or predict phenomena.
- Understand the scientific method and apply scientific reasoning to critically evaluate arguments.
- Interpret and communicate scientific information via written, spoken and/or visual representations.
- Describe the relevance of specific scientific principles to the human experience.
- Form and test a hypothesis in the laboratory or field using discipline-specific tools and techniques for data collection and/or analysis.

Courses that satisfy Objective 5:

BIOL 1100 & 1100L	Concepts Biology Human Concerns and Concepts Biology Human Concerns Lab (designed for non-science, non-health related majors) [L]	4
BIOL 1101 & 1101L	Biology I and Biology I Lab (designed for students preparing for majors in science, pre-medical fields, and health related professions) [L]	4
CHEM 1100	Architecture of Matter [L]	4
CHEM 1101	Introduction to General Chemistry ***Note:*** *GERC voted to **remove** CHEM 1101 from the Gen Ed Program since it does not meet 2 of the required learning outcomes. UCC concurred with removing this course from the Gen Ed program. However, Academic Affairs **overruled** GERC's and UCC's recommendation, and declared CHEM 1101 will remain an Objective 5 Gen Ed course, at least for one more year while a satisfactory solution is developed..*	3
CHEM 1102 & CHEM 1103	Introduction to Organic and Biochemistry and Introduction to General Organic and Biochemistry Laboratory [L]	4
CHEM 1111 & 1111L	General Chemistry I and General Chemistry I Lab [L]	5
CHEM 1112 & 1112L	General Chemistry II and General Chemistry II Lab [L]	4
GEOL 1100 & 1100L	The Dynamic Earth and The Dynamic Earth Lab (this is the lab for students in Geoscience majors) [L]	4
GEOL 1101 & 1101L	Physical Geology and Physical Geology Lab [L]	4
GEOL 1110	Physical Geology for Scientists Laboratory [L]	1

NTD 2239	Nutrition	3
PHYS 1100	Essentials of Physics [L]	4
PHYS 1101 & 1101L	Elements of Physics and Elements of Physics Laboratory [L]	4
PHYS 1111	General Physics	3
PHYS 1112	General Physics II	3
PHYS 1113	General Physics I Laboratory [L]	1
PHYS 1114	General Physics II Laboratory [L]	1
PHYS 1152	Descriptive Astronomy	3
PHYS 1153	Descriptive Astronomy Laboratory [L]	1
PHYS 2211	Engineering Physics I	4
PHYS 2212	Engineering Physics II	4
PHYS 2213	Engineering Physics I Laboratory [L]	1
PHYS 2214	Engineering Physics II Laboratory [L]	1

[L] Courses with an L notation will apply to Objective 5 as a Laboratory Experience

GEOL 1115 and 1115L taken prior to Fall 2013 may also be used toward Objective 5.

Objective 6, Social and Behavioral Ways of Knowing:

Minimum of two (2) courses. (6 credits) Courses must be selected from **two different course prefixes**.
Upon completion of a course in this category, students are able to demonstrate at least four (4) of the following competencies.

- Demonstrate knowledge of the theoretical and conceptual frameworks of a particular Social Science discipline.
- Develop an understanding of self and the world by examining the dynamic interaction of individuals, groups, and societies as they shape and are shaped by history, culture, institutions, and ideas.
- Utilize Social Science approaches, such as research methods, inquiry, or problem-solving, to examine the variety of perspectives about human experiences.
- Evaluate how reasoning, history, or culture informs and guides individual, civic, or global decisions.
- Understand and appreciate similarities and differences among and between individuals, cultures, or societies across space and time.

Courses satisfying Objective 6:

ANTH 1100	General Anthropology	3
ECON 1100	Economic Issues	3
ECON 2201	Principles of Macroeconomics	3
ECON 2202	Principles of Microeconomics	3
EDUC 1110	Education and Schooling in the U.S.	3
HIST 1101	Foundations of Europe	3
HIST 1102	Modern Europe	3
HIST 1111	US History I to 1865	3
HIST 1112	US History II 1865 to present	3
IS 2203	Introduction to International Organizations	3
POLS 1101	Introduction to United States Government	3
PSYC 1101	Introduction to General Psychology	3

SOC 1101	Introduction to Sociology	3
SOC 1102	Social Problems	3
TGE 1150	Applied Social Sciences in the Workplace	3

Objective 7, Critical Thinking:

Minimum of one (1) course from either Objective 7 or Objective 8. (3 credits)

Critical thinking is defined as the ability to think analytically, critically, creatively, and reflectively to make informed and logical judgements, draw reasoned and meaningful conclusions, and apply ideas to new contexts. Courses satisfying this Objective must include active learning.

Upon completion of a course in this category, students are able to demonstrate the following competencies.

- Formulate/frame problems and analyze how others do so;
- Recognize and apply appropriate practices for analyzing ambiguous problems;
- Identify and apply relevant information for problem solving;
- Create, analyze, and evaluate/interpret diverse perspectives and solutions;
- Establish a reasoned framework for drawing conclusions and/or recommending solutions; and
- Effectively articulate the results of a thinking process.

Courses satisfying Objective 7:

ANTH/ENGL/LANG 1107	Nature of Language	3
CS 1181	Computer Science and Programming I	3
CMP 2205	Argumentation	3
GEOL 1107	Real Monsters	3
HIST 1100	**History in Film**	**3**
HIST 1118	US History and Culture	3
HIST 1120	Global History Since 1500	3
INFO 1181	Informatics and Programming I	3
PHIL 2201	Introduction to Logic	3
PHIL 2250	Contemporary Moral Problems	3
POLS 2202	Introduction to Politics Critical Thinking and Analysis	3
SOC 2248	Critical Analysis of Social Diversity	3
THEA 1118	Oral Interpretation of Literature	3
THEA 2251	Fundamentals of Acting	3

Objective 8, Information Literacy:

Minimum of one (1) course from either Objective 7 or Objective 8. (3 credits)

Information literacy is defined as the ability to recognize when information is needed and to locate, evaluate, and use information effectively. Courses satisfying this Objective must involve hands-on practice for students rather than merely the presentation of theoretical principles.

Upon completion of a course in this category, students are able to demonstrate the following competencies.

- Determine the nature and extent of the information/data needed to accomplish a specific purpose;
- Identify sources and gather information/data effectively and efficiently;
- Evaluate credibility of sources and information/data;

- Understand the economics, ethical, legal, and social issues surrounding the creation, collection, and use of information/data; and
- Use information/data effectively to accomplish a specific purpose.

Courses satisfying Objective 8:

ACAD 1111	University Inquiry	3
CMP 2203	Media Literacy	3
FIN 1115	Personal Finance	3
GEOL 1108	Exploring Data and Information	3
HIST 2291	The Historian's Craft	3
INFO 1101	Digital Information Literacy	3
LLIB 1115	Introduction to Information Research	3

Objective 9, Cultural Diversity:

Minimum of one (1) course.* (3 credits)

Upon completion of a course in this category, students are able to demonstrate the following competencies.

- Identify the defining characteristics of culturally diverse communities in regional, national, or global contexts;
- Describe the influence of cultural attributes such as ability, age, class, epistemology, ethnicity, gender, language, nationality, politics, or religion inherent in different cultures or communities; and
- Apply knowledge of diverse cultures to address contemporary or historical issues.

Courses satisfying Objective 9:

ANTH/SHOS 2201	Intermediate Shoshoni I	4
ANTH/SHOS 2202	Intermediate Shoshoni II	4
ANTH/ENGL 2212	Introduction to Folklore and Oral Tradition	3
ANTH 2237	Peoples and Cultures of the Old World	3
ANTH 2238	Peoples and Cultures of the New World	3
ANTH 2239	Latino Peoples and Cultures	3
ARBC 2201	Intermediate Arabic I	4
ARBC 2202	Intermediate Arabic II	4
CHNS 2201	Intermediate Chinese I	4
CHNS 2202	Intermediate Chinese II	4
CMLT 2207	Contemporary European Culture	3
CMLT 2208	Cultures of the Spanish Speaking World	3
CMLT 2209	Cultures of East Asia	3
CSD 2210	Human Communication, Differences, and Disorders through Literature and Media	3
CSD 2257	**Deaf Culture and Community**	**3**
EDUC 2204	Families Community Culture	3
ENGL 2210	American Cultural Studies	3
FREN 2201	Intermediate French I	4
FREN 2202	Intermediate French II	4
GERM 2201	Intermediate German I	4

GERM 2202	Intermediate German II	4
HIST 2201	Women In U.S. History	3
HIST 2249	World Regional Geography	3
HIST 2251	Latin America	3
HIST 2252	East Asian History	3
HIST 2254	Middle Eastern Civilization	3
HIST 2255	African History and Culture	3
IS 2202	The World Today: Introduction to Global Issues	3
JAPN 2201	Intermediate Japanese I	4
JAPN 2202	Intermediate Japanese II	4
LATN 2201	Intermediate Latin I	4
LATN 2202	Intermediate Latin II	4
PHIL 2210	Introduction to Asian Philosophies	3
RUSS 2201	Intermediate Russian I	4
RUSS 2202	Intermediate Russian II	4
SCPY 1001	**Psychology of Diversity and Learning in Schools**	**3**
SOC 2201	Introduction to Gender and Sexuality Studies	3
SPAN 2201	Intermediate Spanish I	4
SPAN 2202	Intermediate Spanish II	4

*Credit by CLEP or other language exam does not fulfill Objective 9, the Cultural Diversity Objective.IS 2270 World

Courses considered by GERC, but NOT approved as Gen Ed courses for 2017-18 catalog:

HE 2200 Promoting Wellness was NOT approved by GERC as a Gen Ed course for Objective 8.

IS 2270 Regional Geography and Cultures was approved by GERC as an Objective 9 Gen Ed course, but the corresponding UCC Proposal #50 was **tabled** by UCC pending resolution of concerns and questions. This course will not be entered into the eCatalog system until the UCC proposal has been revised, reviewed, and approved, which cannot happen until the 2018-19 catalog at the earliest.

UCC PROPOSAL PROCESS CHANGES for 2018-19:

Appendix B: 2018-19 UCC Proposal Form:

UNDERGRADUATE CURRICULUM CATALOG CHANGE PROPOSAL
revised and approved by UCC on February 9, 2017
*PLEASE SEE UNDERGRADUATE CURRICULUM CHANGE PROPOSAL INSTRUCTIONS DOCUMENT
BEFORE PROCEEDING (http://www.isu.edu/ucc/proposalinfo.shtml)*

For UCC's use only:

Proposal No.	#	UCC Decision		Date:	
UCC Catalog Year	**2018-19**	Provost Decision		Date:	
State Proposal?		State Decision		Date:	
Gen Ed course?		GERC Decision		Date:	

Remove a course from Gen Ed Program?		GERC Decision		Date:	
Graduate catalog?		Degree MAP?			
UCC Rec'd Date:		Processed Date:		UCC Agenda	
UCC Description:					
Catalog Editors: Course changes?		Curriculum Changes?			

Proposal must be **complete** and submitted to UCC by **September 20.** Work with your UCC Rep as you complete this form. Once completed, your UCC Rep will sign off and submit the completed proposal to UCC for consideration. The Recording Secretary must receive a separate copy of **only** the signature page with original signatures. Do **not** use or embed electronic signatures in the proposal. A Curriculum Council Proposal is required for **all** undergraduate curriculum and/or course changes.

Check proposal status **HERE**.

PROPOSAL APPROVALS: (To be completed by the Proposal Originator)

Proposal Title:	
College:	
Department:	
Proposal Originator (PO):	
Email:	
Phone:	

Approval Required	Signature	Date
UCC Representative:		
Department Chair / Program Director:		
Dean or Designee:		
PO must fill out the boxes below before submitting proposal:		
Is a Gen Ed proposal required? (See Part B: Course Changes)	Separate Gen Ed Proposal submitted to GERC?	
State Proposal or Letter Required? (See Part D Impact section under the SIS impact response.)	State Proposal submitted to Academic Affairs?	
Is a Graduate catalog proposal required?	Graduate catalog proposal submitted to Graduate Council?	

Click on links below to go to relevant section:

Part A: Curriculum Proposal Overview
Part B: Course Change(s) (PROPOSED COURSE CHANGES)
Part C: Program (Course of Study) Change(s) (PROPOSED CATALOG COPY - make changes here)
Current Catalog Copy (Do not edit this section)
Part D: Infrastructure Impacts (Solicit impact statements)

Part A: Curriculum Proposal Overview

The Curriculum Proposal Overview serves to summarize and briefly explain the purpose of the curriculum. To ensure the department faculty have discussed and are in favor of the proposed changes, details of the vote count must be included.

If any proposed changes affect **a new or existing General Education course**, a **separate proposal** must be sent to the General Education Requirements Committee (GERC) **for review and approval**. Instructions and General Education proposal forms can be found on the GERC website: http://www.isu.edu/gened/. **UCC will not review proposals until GERC makes its determination.**

Removing a course from the Gen Ed Program requires a **separate** UCC Proposal submitted for **EACH** course to be removed, and will need review and approval by GERC as well as by UCC. A new course number will be necessary. See Instructions on the GERC website: **http://www2.isu.edu/gened/removeGenEdstatus.shtml**

If any proposed changes affect the **Graduate Catalog**, a separate Graduate proposal must be submitted to Graduate Council. The appropriate proposal form can be found on the Graduate Council's website: http://www.isu.edu/graduate/faculty_staff.shtml

Overview of Proposed Changes	
Summary of Proposed Changes (What types of changes are being made?)	
What was your faculty's vote on this matter? (Include the date and numbers of yes/no/abstain votes, plus N=eligible faculty)	

Part B: Course Change(s)

Please show all proposed changes in red font using strike-out for deletions; and underline for new text to clearly show the changes you want made in the catalog.

Please see the instructions for Field Definitions when filling out these tables. (http://www.isu.edu/ucc/proposalinfo.shtml)

1. **To propose a change to an existing course**, list one course change/addition PER TABLE, copying and repeating the table for additional courses. Use the "changes" column to list only changes in the course. If no "changes" in that particular part of a course, leave that box blank. **Please list courses in alpha/numeric order.**

NOTE: Changing a course's number should be reflected as **dropping** the existing course (B.2) and **adding** a new course with a new number, (B.3).

FIELD	CURRENT	CHANGES
Subject Code (mandatory):		
Course Number (mandatory):		
Short Course Title: (30 character max, including spaces; no punctuation)		
Long Course Title:		
Credit Hours:		
Default Grading Mode:		
Available Grading Modes:		

Repeatability: (yes or no; if yes, max credits or number of repeats.)		
Course Description (include Pre/Co-reqs both here and in the Requisite Statement box below to help the catalog editor):		
Requisite Statement:		
Minimum Required Grade for Pre- and/or Co-reqs:		
Registration Restrictions:		
Equivalencies:		
Fulfills General Education Objective:		
Terms Offered:		
Rationale for Change:		

2. To propose a new course, include this table. List one new course PER TABLE, copying and repeating the table for additional course additions. All sections must be complete. **Please list courses in alpha/numeric order.**

FIELD	PROPOSED NEW COURSE INFO
Subject Code:	
Course Number:	
Short Course Title: (30 character max, including spaces; no punctuation)	
Long Course Title:	
Credit Hours:	
Default Grading Mode:	
Available Grading Modes:	
Repeatability: (yes or no; if yes, max credits or number of repeats.)	
Course Description (include Pre/Co-reqs both here and in the Requisite Statement box below to help the catalog editor):	
Requisite Statement:	
Minimum Required Grade for Pre- and/or Co-reqs:	
Registration Restrictions:	
Equivalencies:	
Fulfills General Education Objective:	
Terms Offered:	
Rationale:	

3. To delete a course, use this table. List one deleted course PER TABLE, copying and repeating the table for additional course deletions. All sections must be complete. **Please list courses in alpha/numeric order.**

Please remember that <u>deleting a course</u> means that it will be **dropped from the catalog** and **cannot be offered again** without an additional curriculum proposal. As such, the department should ensure that any existing students either do not need this course or other options will be given. Do not use this option if you are taking a course out of your curriculum or program of study. Include a **teach-out plan** for courses being eliminated that are used in programs in previous catalog years.

FIELD	DELETED COURSE INFO
Subject Code:	
Course Number:	
Short Course Title:	
Is this course a Pre-Req, Co-Req or Equivalent to any other course(s)? List **all** the impacted courses to ensure they get updated as well.	
Rationale:	

Part C: Program (Course of Study) Change(s)

Please see the instructions when filling out this section. (http://www.isu.edu/ucc/proposalinfo.shtml)

In this part, describe program changes (text and/or program of study listings) that affect catalog copy on the **Programs tab** and the **Plans of Study tab** in the online Undergraduate Catalog (http://coursecat.isu.edu/). Include this section when curriculum proposal changes include additions, deletions, and/or edits of existing catalog copy for a program, major, minor, emphasis, concentration, admission requirements, or any other curriculum change. **Include only the information from the Programs tab** (and **Plans of Study** tab, where applicable) **in the online catalog.** All changes to course listings should be included in Part B.

All courses that are prerequisites for courses required for a program are to be listed in the catalog as requirements for the program, except for: MATH 1108, MATH 1143, MATH 1144 and MATH 1147.

1.   **What is the rationale for these program changes?**

2.   **New Proposed Catalog Copy***********ENTER CHANGES HERE**************

Clearly show all changes in red font from the original using strike-out for ~~deletions~~; and underline for <u>new text</u> to show the exact changes you want made in the catalog.

<mark>**If the proposed changes will affect the College of Education, the affected catalog text is listed below.**</mark> **Please contact the College of Education.**

4. **List all the places in the catalog that are affected by these changes:**

For all course changes, perform a search of the **PDF catalog** to find all other programs or locations that use or reference the affected courses. From coursecat.isu.edu/undergraduate, click on **Print Options** and select **Download a PDF of the current Undergraduate Catalog**. Once the PDF file loads, hold down the **Control key** and press the **F key** to open a search box. Type in the course(s) you wish to search for. Each location in the catalog will be highlighted individually. In the space below, type the page number and course affected to ensure the changes are made throughout the catalog.

Current Catalog Copy <mark>DO NOT MAKE CHANGES TO THIS SECTION</mark>
(Please note, the Catalog copy included below is a working document and may include changes from other proposals that have been previously submitted. However, these proposed changes may not yet be fully approved.)

TEST
TEST
TEST
TEST

Part D: Infrastructure Impacts

Infrastructure Impact:

The Proposal Originator (PO) must complete all impact section questionnaires in Part D. Then, the PO must **email the link to the Google Doc proposal** to all infrastructure support services listed, even if there is no anticipated impact. Use the following as the **subject line** for the email, "**Infrastructure Review Request – [proposal name]**."

Please copy and paste this link into your email requesting impact statements:
(Catalog Editor will insert the appropriate sharing link here.)

Each impacted infrastructure support service will respond, and that response statement and any actions taken as a result of that response must be included in the proposal prior to submission.

It is expected that any major impacts be addressed, resolved, and documented below **before** the proposal is submitted to the UCC representative for his or her signature.

Required Impacts:

Infrastructure Unit	Email address	Proposal Sent For Impact (yes/no)	Impact Response Received (yes/no)
University Library	libmpact@isu.edu		
Information Technology Services	gainrand@isu.edu		
Central Academic Advising	hertjoan@isu.edu		
College of Technology Advising	zinkcore@isu.edu		
College of Education Advising	websjami@isu.edu		
Student Information Systems (SIS)	reginfo@isu.edu		
Gen Ed Requirements Committee (GERC) if Gen Ed course(s) are affected	shrosand@isu.edu AND gercmail@isu.edu		
Other University Departments/Units (as necessary)			

1. <u>**University Library Questionnaire**</u> email the link to the Google Doc proposal to Sandra Shropshire (libmpact@isu.edu)

TO BE COMPLETED BY PROPOSAL ORIGINATOR:

	YES	NO
1a. All changes involve existing courses and do not change any existing support requirements.		
1b. These changes involve only rearrangement of courses in our curriculum and do not change any existing support requirements		

If you answered **YES** to either 1a or 1b, please go on to Impact 2. You still must, however, send the proposal to the Library for their approval.

	Yes	No
Will students be required to use the Library's existing electronic resources? (**NOTE:** this includes **Google Scholar)**		
Will students be required to use the Library's existing print resources?		
Will students need to make use of library services in Pocatello?		
Will students need to make use of library services in Idaho Falls?		
Will students need to make use of library services in Meridian?		
Are there elements of writing, research or similar types of work expected in this class/program that would suggest the need for a one-, two-, or more, class period library instruction session by one of the library's instructors? Please provide details, if so. (Note: there are Library instructors in Pocatello, Idaho Falls and Meridian.)		
Are there changes of any type in Library collection or services that are recommended in conjunction with this proposal?		

TO BE COMPLETED BY UNIVERSITY LIBRARY REPRESENTATIVE (PO cut and paste from Library Representative e-mail):

Does the Library anticipate that its services and collection at present can support this change?

2. __Information Technology Services Questionnaire__ email the link to the Google Doc proposal to Randy Gaines (gainrand@isu.edu)

TO BE COMPLETED BY PROPOSAL ORIGINATOR:

	YES	NO
1a. All changes involve existing courses and do not change any existing support requirements.		
1b. These changes involve only rearrangement of courses in our curriculum and do not change any existing support requirements		

If you answered **YES** to either 1a or 1b, please go on to Impact 3. You still must, however, send the proposal to IT services for their approval.

	YES	NO
Will your program or course be taught outside of Pocatello?		
If Yes, then, what room scheduling, technology services, and/or library resource needs will your course or program have at that location?		
Will access to student computer labs be necessary?		
If yes, will any specific software be needed?		
Will any type of distance learning be needed?		
Identify location(s), if applicable, and type of distance learning needed (video, online, Moodle, etc.):		
Identify specific classroom support needs (projector, computer, internet connectivity, etc.): internet connectivity, projector, instructor provides own computer		
Will ITS support be needed for server, installation, maintenance, backup, etc.?		
Identify any other ITS hardware needs, and connectivity/bandwidth needs such as wireless and phones: Educational Technology Services (Video Classroom Network, Web Conferencing, Moodle, etc.)		
How many students are expected per semester?		
What is your anticipated scheduling of courses using this technology?		
Will you be installing your own video conferencing systems to deliver this course?		
Will you use Moodle to administer your course (syllabus, gradebook, etc.)?		
Will you use Moodle to reduce seat-time required in your course?		
Will you use Moodle to be fully online with no seat-time required?		
Will you use streaming video, audio enhanced PowerPoints, Podcasts, or other Rich Media, or Web 2.0 technologies--beyond text and web pages either in the LMS or outside of the LMS?		
Is Webconferencing required to deliver this course?		
Are there other technology needs related to instruction that will be required to deliver this course?		

TO BE COMPLETED BY ITS REPRESENTATIVE (PO cut and paste from e-mail from ITS Representative):

Does ITS anticipate that it can support this change?

3. __Advising Questionnaire__ email the link to the Google Doc proposal to UCC advising representative JoAnn Hertz (**hertjoan@isu.edu)** in Central Academic Advising (CAA) AND to Corey Zink (**zinkcore@isu.edu**) in the College of Technology (COT) AND to Jamie Webster (**websjami@isu.edu**) in the College of Education (COE).

A Major Academic Plan (MAP) provides an example of one way to complete a degree in a specified number of semesters. Program requirements included in the MAP are based on Catalog Year. Page two of the MAP includes a detailed summary of all Major, General Education, Elective, and university requirements.

A Degree Plan (MAP) is required for each undergraduate degree and certificate. Please see the following link to verify that a MAP(s) for your program exists: http://www.isu.edu/advising/academic-support/degree-maps-/

Please see the online instructions for more information about MAPs: (http://www2.isu.edu/ucc/degreeMAPinfo.shtml)

TO BE COMPLETED BY PROPOSAL ORIGINATOR (PO):

	YES	NO
Is the catalog copy accurate and clear from your advising perspective?		
Have course changes and new courses been reviewed to identify possible inconsistencies with other program requirements?		
Are course credits correct? Is terminology up to date? Are credit sums correct?		
Are course descriptions complete (i.e. General Education fulfillment identified; which semester(s) course offered; pre/co requisites identified?		

TO BE COMPLETED BY ADVISING REPRESENTATIVES (PO cut and paste from e-mail from Advising Representatives):

a. Does Central Academic Advising have any academic concerns with the proposal?
   Has a degree MAP been submitted to Central Academic Advising UCC representative for review?

b. Does College of Technology Advising have any academic concerns with the proposal?
   Has a degree MAP for College of Technology programs been submitted to College of Technology for review?

c. Does College of Education Advising have any academic concerns with the proposal?

4. <u>Student Information Systems (SIS) (Registrar) Questionnaire</u> email the link to the Google Doc proposal to Registrar's Office (reginfo@isu.edu) No questionnaire required, just submit copy of proposal.
  Use the following format for the email subject line: **Infrastructure Review Request** with some **brief unit identifier/description** to help track the proposal.

TO BE COMPLETED BY SIS REPRESENTATIVE (PO cut and paste from e-mail from SIS Representative):

a. Will a State Proposal or Letter be required? (Specify which, please)

b. Does SIS anticipate that it can support this change?

c) Is a Teach-out Plan required?   If so, the Registrar's Office will contact the PO to work out how to accommodate students using prior catalog years.

5.   General Education (GERC) Questionnaire

TO BE COMPLETED BY PROPOSAL ORIGINATOR:

	YES	NO
1. Are any changes proposed to current General Education courses? *(See the list of Gen Ed courses posted on the Gen Ed Requirements website:* http://www.isu.edu/gened/)		
2. Are any NEW Gen Ed courses being proposed?		
3. Are any Gen Ed courses being REMOVED from the Gen Ed Program? *(See instructions on the Gen Ed Requirements website:* http://www2.isu.edu/gened/removeGenEdstatus.shtml)		

If you answered NO to all 1, 2, and 3: there is no need to submit anything to GERC (General Education Requirements Committee)

If you answered YES to 1:   You must submit this completed proposal and a written explanation of the proposed changes for **each** of the existing Gen Ed courses to GERC (General Education Requirements Committee) for their review and approval. If GERC determines the change(s) to be substantive, they may require a new Gen Ed proposal be submitted.)

If you answered YES to 2: You must submit a Gen Ed Proposal for **each** proposed new Gen Ed course to GERC (General Education Requirements Committee) for their review and approval. The General Education Course Proposal & Assessment Plan Form(s) can be found on the GERC website: http://www.isu.edu/gened/

If you answered YES to 3: You must submit a separate UCC Catalog Change Proposal for **each** existing Gen Ed course to be **removed** from the Gen Ed Program to UCC, clearly stating the intention to remove the course from the Gen Ed Program. All Proposals to remove a course from the Gen Ed Program should pertain **only** to the course in question, and not be combined with any other proposed course or curriculum changes. Instructions for this process can be found on the GERC website: http://www2.isu.edu/gened/removeGenEdstatus.shtml.

Email Gen Ed related proposals to Sandi Shropshire (shrosand@isu.edu) AND to gercmail@isu.edu

6.   Other University Departments email the link to the Google Doc proposal to the chairs of all departments that might be impacted by this proposal, with a request for review and response.   A department is considered "impacted" if any changes in curriculum utilize courses offered by other departments, or if the changed courses are used by other departments in their program(s) of study. **Please complete a search of the downloadable .PDF of the current undergraduate catalog to find all impacted departments.**

TO BE COMPLETED BY PROPOSAL ORIGINATOR:

Department(s) Impacted	Describe Impact:

 The PO must submit a response from each impacted department.

TO BE COMPLETED BY IMPACTED DEPARTMENT(S) (PO cut and paste from e-mail from Department Representative)

Does your department, _____NAME_____, anticipate that it can support this change?

Appendix C: UCC Website – Degree MAP Information

Degree MAP (Major Academic Plan) Instructions for

Undergraduate Curriculum Council (UCC) Proposals

A Degree MAP for each major will be included in the online ISU catalog.

A Degree MAP is a course plan that includes all requirements necessary to achieve a degree (Bachelor, Associate) or Certificate, and illustrates **one** arrangement of course sequencing and configuration. MAPs are based on graduation requirements for each undergraduate program.

Current catalog year MAPs, a MAP template, and MAP creation instructions are housed on the Central Academic Advising (CAA) website, www.isu.edu/advising.

Beginning with the 2018-19 catalog, Undergraduate Curriculum Council (UCC) proposals that alter the contents of the current catalog year degree MAP will require an updated MAP reflecting the proposed changes be submitted to either the College of Technology (COT) Advising Representative (zinkcore@isu.edu) or to the Central Academic Advising (CAA) Representative (hertjoan@isu.edu) for review. If a current catalog year MAP does not exist, a MAP must be created and submitted.

UCC Advising Representatives are available to assist the PO with any questions regarding the MAP.

According to the Advising Questionnaire section of the Impact Statement (in Part D of the UCC Proposal Form), the PO is to submit the MAP to the UCC Advising Rrepresentative. The PO should download the current catalog year MAP from the CAA website: http://www.isu.edu/advising/academic-support/degree-maps-/ and update the MAP to show the proposed curriculum change(s), and then email the updated MAP to the appropriate UCC Advising Representative. In the event a MAP does not exist for a particular program for the current catalog year, the PO will download a MAP template, create the MAP, and email it to the UCC Advising Representative.

- The UCC Advising Representative for the College of Technology (COT) is Corey Zink at zinkcore@isu.edu
- The UCC Advising Representative for all other colleges is JoAnn Hertz, hertjoan@isu.edu

The current catalog year MAPs have been developed by each department, reviewed by Central Academic Advising (CAA) and Office of the Registrar liaisons, and accepted for catalog inclusion by the Undergraduate Curriculum Council (UCC). Academic requirements in the MAPs must match the requirements in the e-catalog and in Degree Works for each catalog year.

If inconsistencies or inaccuracies are discovered in the e-catalog, a Curriculum Council proposal may be required by the department to make the needed adjustments to a subsequent catalog.

Each MAP will include: 1) General Education requirements, 2) major/program degree requirements, 3) electives, and 4) university and program credit requirements within a given catalog year.

If curriculum changes are not required in any given year for a program, the MAP from the prior catalog year will be moved forward to the new e-catalog with no need for departmental action or updates.

MAPs for Bachelor degrees must include at least 120 credits:

- at least 36 credits in satisfaction of General Education Objective requirements
- Objective One, ENGL 1101 and ENGL 1102, in the first two semesters

- Objective Two, COMM 1101, after ENGL 1101 and prior to semester four
- Objective Three, MATH, prior to semester four (preferred in semester one)
- only the required math courses for the major (no math pre-requisites)
- Double Use courses to be identified and counted in General Education (GE) Objective(s)
- at least 36 Upper Division credits
- at least 16 are Upper Division major (UM) credits
- identify "Upper Division Free Electives" (UU) to reach the required 36 total
- department recommended sequence and combination of courses
- an average of 15 credits per semester

MAPs for Associate of Arts or Science degrees must include at least 60 credits:

- at least 36 credits in satisfaction of General Education Objective requirements
- Objective One, ENGL 1101 and ENGL 1102, in the first two semesters
- Objective Two, COMM 1101, after ENGL 1101 and prior to semester four
- Objective Three, MATH, prior to semester four (preferred in semester one)
- only the required math courses for the major (no math pre-requisites)
- Double Use courses to be identified and counted in General Education (GE) Objective(s)
- department recommended sequence and combination of courses
- an average of 15 credits per semester

MAPs for Associate of Applied Science must include at least 60 credits:

- at least 15 credits in satisfaction of General Education Objective requirements
  - Double Use courses to be identified and counted in General Education (GE) Objective(s)
- Objective One, ENGL 1101 in the first two semesters
- Objective Two, COMM 1101, after ENGL 1101 and prior to semester four
- Objective Three, MATH, prior to semester four (preferred in semester one)
  - only the required math courses for the major (no math pre-requisites)
- department recommended sequence and combination of courses
- an average of 15 credits per semester

MAPs for Certification programs must include:

- all courses required to achieve the certification, including all college-level courses serving as pre-requisites to specialized courses.

Page One of the MAP Template

1. Open the Degree MAP Template.

2. In the upper right corner of page one, add degree (*e.g., BS*), major (*e.g., Health Education*), and concentration, if relevant (*e.g., Community Worksite Health Emphasis*).

3. In each semester, list approximately 15 credits of the departmental recommended combination and sequence of courses.
   - Arrange courses using department knowledge of course rigor, best sequence practices, and to achieve a desired balance.
   - Each semester allows for 5 courses. If more than 5 courses are needed, add additional rows by placing the cursor outside of the table, adjacent to the last row. Click to enter.

4. Enter additional information in designated columns, when applicable:
   - Credit hours
   - Minimum grade (*per university or departmental requirements*)
   - GE or UU or UM (*i.e., General Education GE, Upper Division Major UM, or Upper Division University UU*)

- Semester offered according to catalog year and using the Course Scheduling codes found in the Course Policies section of the catalog (F, S, Su, D, etc.)
- Pre-requisite(s) or Co-requisites(s)

Page Two of the MAP Template

Add the appropriate Catalog Year to Major Requirements and General Education section.
Use the same department terminology and identified structure that is found in the undergraduate catalog.

1. In the section labled "Major Requirements," list the name of the first subcategory of requirements (e.g., CORE). If the major has no subcategories, list all courses under Major Requirements and add corresponding credits.

2. Bold the subcategory heading (e.g., **Core**, **Major Required Electives**, **Concentration**), alphabetize, add the required courses, and add the corresponding credit number.

3. Continue the same process with all subcategories of courses.

4. When a required Major course is used to satisfy a GE Objective, identify such in the Major Requirements section by adding the notation: "(counted in GE section)". Remove the corresponding Major Course credit(s) and place the Double Use annotation so it spans into the credit section. See Example A below.

   NOTE: A "Double Use" course satisfies at least two requirements but the corresponding course credit can be counted only once. Therefore, when Double-Use occurs between Major and GE courses, MAPs will identify and count the courses and credits in the GE section only. If several major requirements can satisify a GE Objective, for simplicity, choose the first course that appears in the Major Requirements section.

   Example A:

Major Requirements	CR
POLS 1101 Intro to US Government (counted in GE section)	
POLS 2202 Intro to Politics Critical Thinking and Analysis	3

5. In the GE section, add the required Major course and credits to the appropriate GE Objective line. See Example B.

   Example B:

20XX-20XX GENERAL EDUCATION OBJECTIVES	
6. Behavioral and Social Science (2 courses-different prefixes; 6 cr. min)	
POLS Intro to US Government	3

   - Add the number of total GE credits to the Total GE box.
   - NOTE: The minimum of GE credits for ISU Bachelor and Associate of Arts/Science is 37 credits. Depending on Double Use courses, the GE total could be greater.

6. Complete the MAP Credit Summary chart by confirming the actual number of credits counted as: 1) Major credits, 2) the actual number of credits counted as General Education, and 3) the actual number of credits

counted as Free Electives. Free Electives (and Upper Division Free Electives) are non-specific course credits needed to reach the minimum number of credits required to graduate and/or the minimum number of Upper Division credits. The total number of required Free Electives (or Upper Division Free Electives) could be zero.

7. Confirm the plan includes the necessary credit minimums in the Graduation Requirement Minimum Credit Checklist (*i.e., General Education (36), Upper Division Overall (36), Upper Division Major (16), and Total (120 or 60 or # for certificate*).

8. Add any desired Advising Notes.

Page One of the MAPs will be included in the e-catalog. Page Two as well as MAP Instructions and a MAP Template will be housed on the CAA website.

For assistance and consultation, contact any of the following:

Pocatello, Central Academic Advising
JoAnn Hertz, hertjoan@isu.edu, x4601 COT liaison
Susanne Forrest, forrsusa@isu.edu, x4062 COSE liaison
Caleb Maddox, maddtimo@isu.edu, x4653 CAL liaison
Shawn Forney, fornshaw@isu.edu, x5412 COE liaison
Juli Hafen, hafenjul@isu.edu, x2263 DHS liaison
Buck Benson, bensbuck@isu.edu, x3277 COSE liaison

Division of Health Sciences
    Jacque Baergen, baerjacq@isu.edu, x2375
College of Business
    Kristine McCarty, mccakris@isu.edu, x3856
College of Education
    Jamie Webster, websjami@isu.edu, x5164
College of Technology
    Corey Zink, zinkcore@isu.edu, x2622
College of Science and Engineering
    Dr. David Rodgers, rodgdavi@isu.edu, x3460
College of Arts and Letters
    Caleb Maddox, maddtimo@isu.edu, x4653

Undergraduate Curriculum Council (UCC)
March 1-2, 2017 – virtual meeting via Google Docs and email
Volume XXXIII, Meeting 4 (19-4)
MINUTES – *Approved by Curriculum Council on March 9, 2017; Accepted by Academic Affairs on March 27, 2017*

A. PRELIMINARIES

1a. Attendance:

Members:	Brian Attebery, Geoffrey Bennett, Lisa Goss, Mary Hofle (chair), Bob Houghton, Spencer Jardine, Thomas Kloss, Steve Maclure, James Lai, Elizabeth Morgan (telecom), Joanne Toevs
Admin. Asst:	Catherine Read
Absent:	Susan Belliston

1b. Excused: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
1c. Guests: none

2. Council **approved** its Minutes for **January 12, 2017**

3. Announcements -- none

5. Report from the Executive Committee: -- none

6. Information from Academic Affairs: -- none

7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) –

      i. Council accepted GERC Minutes for:
         August 23, 2016, **November 15, 2016**, **December 6, 2016** and **January 10, 2017**

      ii. 2017-18 Undergraduate Catalog – last-minute changes, if at all possible:

         a) Council **approved** the state-mandated **Revised Competencies for GEM Objective 2: Oral Communication** for publication in the 2017-18 Undergraduate Catalog. (Appendix A)

         b) Council **approved** the **Clarification Statement for Gen Ed Transfer Credits** for publication in the 2017-18 Undergraduate Catalog. (Appendix B)

   b. BAS Committee -- none
      .
8. Information from the Chair: none

9. Information from the Faculty Senate and other Councils: none

10. Other related information or questions:

B. INFORMATION ITEMS   -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

Remains Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need

further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *ITS approval still needed, too – Part D response is marked "NO", they cannot support the proposed changes.*

Curriculum, Course and Program Change Proposals:

1. Proposal #2 from **Mathematics & Statistics** to change the course description for MATH 3360 and add MATH 2240 as a pre-req.

E. NEW BUSINESS –

State Proposals for Review: -- none this week

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

Other: none

F. ADJOURNMENT: 5:00 p.m.

APPENDICES

GENERAL EDUCATION CATALOG CHANGES APPROVED:

Appendix A: Revised SBOE Competencies for GEM Objective 2: Oral Communication

Idaho State Board of Education
GOVERNING POLICIES AND PROCEDURES
SECTION: III. POSTSECONDARY AFFAIRS
SUBSECTION: N. Statewide General Education   **February 2017**

…

4. GEM courses in each area shall include the following competencies.

…

b. Oral Communication: Upon completion of a course in this category, students are able to demonstrate ~~at least five (5) of~~ the following competencies.

  i. Research, discover, and develop information resources and structure spoken ~~verbal~~ messages to increase knowledge and understanding.
  ii. Research, discover, and develop evidence-based reasoning and persuasive appeals for ethically influencing attitudes, values, beliefs, or behaviors.
  iii. ~~Understand interpersonal rules, roles, and strategies in varied contexts.~~
  iii. ~~Effectively listen and aA~~dapt spoken ~~verbal~~ messages to the diverse personal, ideological, and emotional needs of individuals, groups, or contexts. ~~perspectives of the audience.~~
  iv. Employ effective spoken ~~verbal~~ and nonverbal behaviors that support communication goals and illustrate self-efficacy.
  v. Listen in order to ~~Ee~~ffectively ~~recognize~~ and critically evaluate the reasoning, evidence, and communication strategies of self and others.
  vi. Understand key theories, perspectives, principles, and concepts in the Communication discipline, as applied to oral communication.

General Education

The General Education Program

The General Education program at Idaho State University prepares students to be life-long, independent learners and active, culturally aware participants in diverse local, national, and global communities. As the foundation for all further studies, General Education promotes comprehensive literacy - including effective communication, mathematical, and technological skills; reasoning and creativity; and information literacy - and a broad knowledge base in the liberal arts.

General Skills and Abilities
Through completing the General Education program, students will be able to:

- Communicate effectively and clearly in standard written and spoken language;
- Use mathematical language and quantitative reasoning effectively;
- Think logically, critically, and creatively; and
- Locate relevant sources and use them critically and responsibly.

General Education Requirements: The Nine Objectives

All students must complete a minimum of 36 credits from the nine Core Objective areas as outlined below. All students must meet Objectives 1 through 6, Objective 9, and choose to meet either Objective 7 or 8.

Transfer Credits
A student with transfer credits that meet a specific Objective's course requirement but fall no more than one credit short of meeting its credit requirement will be deemed to have satisfied the Objective. (A student missing more than one credit in an Objective must complete additional coursework specific to that Objective.)

If a student has satisfied all nine Objectives but does not meet the total minimum credits required requirement for general education (36), once all nine Core Objective areas have been met, the student must complete additional coursework from any of the outlined Core Objective areas to meet the 36 credit minimum.

Undergraduate Curriculum Council (UCC)
April 6, 2017 – 3:00-5:00 p.m. in Admin. Bldg, Rm 102, Meridian 653
Volume XXXIII, Meeting 5 (19-5)
MINUTES – *Approved by Curriculum Council on April 21, 2017 via email vote; Accepted by Academic*
    Affairs on May 19, 2017

A. PRELIMINARIES –
   1a. Attendance:
Members:	Brian Attebery, Geoffrey Bennett, Lisa Goss, Mary Hofle (chair), Bob Houghton, Spencer Jardine, James Lai, Steve Maclure, Susan Belliston, Joanne Toevs
Ex-Officio:	Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

   1b. Excused: Thomas Kloss, Elizabeth Morgan (telecom); JoAnn Hertz, Chris Hunt,
   1c. Guests: none

   2. Minutes – none, all approved

   3. Announcements -- none

   5. Report from the Executive Committee: -- none

   6. Information from Academic Affairs:
      Joanne Tokle will be attending the State Gen Ed representatives' meeting on June 2. Council
      members should let her know any questions or concerns they would like her to take to that meeting.

   7. Current Subcommittee Activities:
      a. General Education Requirements Committee (GERC)
         Wilson reported GERC voted to endorse a draft Passport Block of gen ed courses in case ISU
         decides to participate in WICHE's Passport Program. This is not to say GERC has made any
         determination whether ISU should be part of the Passport Program. GERC elected its officers for
         next year: Sandi Shropshire will contine as Chair, Jim Skidmore will be Vice Chair, and Cara
         Esplin will be Secretary. For ISU's mid-cycle accreditation report due in October, the report will
         use Pharmacy and GERC as example assessment procedures. GERC is also discussing where the
         assessment data gathered ought to be published and who ought to access to that data. GERC has
         also been frustrated by the lack of response from two departments despite GERC's ongoing and
         repeated efforts to get assessment plans. One other department has submitted most of its plans
         but has a few still outstanding. GERC has exhausted its means, now the chair will formally
         notify UCC and Academic Affairs as the next level up the hierarchical chain. This coming
         Tuesday a small subcommittee of GERC will meet to clean up the approved assessment plans in
         preparation for publishing on GERC's website.

      b. BAS Committee –
         Council unanimously **accepted** the BAS Minutes for January 27, 2017 . BAS Committee met in
         March and will have their last meeting of the semester a couple of weeks from now.
         .
   8. Information from the Chair: none

   9. Information from the Faculty Senate and other Councils: none

   10. Other related information or questions: Tokle informed the council that there are 31 new programs being
   proposed on the 5-Year plan. She has reminded deans they will need to submit their State Proposals this
   semester for all program changes anticipated for inclusion in the 2018-19 catalog.

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

Remains Tabled:

1. [Proposal #1 (formerly 2017-18 Proposal #50)](#) from **Global Studies & Languages** for new International Studies courses and curriculum changes. *Changes will affect the Graduate catalog. .GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *ITS approval still needed, too – Part D response is marked "NO", they cannot support the proposed changes.*

Curriculum, Course and Program Change Proposals:

1. Council unanimously **approved** [Proposal #2](#) from **Mathematics & Statistics** to change the course description for MATH 3360 and add MATH 2240 as a pre-req. ([Appendix 1](#))

E. NEW BUSINESS –

1. **Officer Elections for next year 2017-18 – Chair, Vice Chair, Secretary**
   Bob Houghton was nominated to be Chair. He accepted the nomination.
   Susan Belliston was nominated to be Vice Chair. She accepted the nomination.
   Spencer Jardine was nominated to be Secretary. He accepted the nomination.
   No other nominations were made. The nominees left the room while the remaining members voted.
   - Spencer Jardine was elected as Secretary.
   - Susan Belliston was elected as Vice Chair.
   - Bob Houghton was elected as Chair.

Curriculum, Course and Program Change Proposals:

1. Council unanimously approved [Proposal #3](#) from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits. *However, this proposal was subsequently re-considered and tabled during the council's April 13 meeting, since some needed corrections and omissions were noted. Program curricula published in the catalog must include all pre-requisite courses. An Advising impact response was truncated when pasted into the proposal, omitting a concern yet to be addressed.* **A Degree MAP still needs to be submitted to Central Academic Advising.**

Members decided to meet next week on Thursday, April 13 at 3:00 p.m. in the Faculty Senate Conference Room REND 301 for a pot-luck late lunch and party. Hofle made a list of the food items members volunteered to bring and will email it to everyone with a reminder notice.

F. ADJOURNMENT: 3:53 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED for 2018-19 Catalog:

1. [Proposal #2](#) from **Mathematics & Statistics** to change the course description for MATH 3360 and add MATH 2240 as a pre-req.

Undergraduate Curriculum Council (UCC)
April 13, 2017 – 3:00-5:00 p.m. in Faculty Senate Conference Room, REND 301, Meridian 653
Volume XXXIII, Meeting 6 (19-6)
MINUTES – *Approved by Curriculum Council on April 21, 2017 via email vote; Accepted by Academic Affairs*
   on May 19, 2017

A. PRELIMINARIES –

1a. Attendance:
   Members: Brian Attebery, Geoffrey Bennett, Mary Hofle, Bob Houghton (chair), Spencer
                   Jardine, Thomas Kloss, James Lai, Steve Maclure, Susan Belliston, Joanne Toevs
   Ex-Officio: JoAnn Hertz, Chris Hunt, Emily White,
   Admin. Asst: Catherine Read
1b. Excused: Lisa Goss, Elizabeth Morgan (telecom); Joanne Tokle, Corey Zink
1c. Guests: none

2. Minutes for **April 6, 2017 –** deferred until next time.

3. Announcements
   Houghton now has a tenure-track faculty position in College of Business. Someone else will have to
   become their systems administrator. Tonight is the annual Easter Egg Hunt hosted by the Athletic
   Department.

5. Report from the Executive Committee: -- none

6. Information from Academic Affairs: -- none

7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC)
      A subgroup of GERC met on Tuesday to clean up the approved assessment plans in preparation
      for publishing on GERC's website.   The full committee meets again on April 25.

   b. BAS Committee:
      They met. Minutes will be forthcoming.
         .
8. Information from the Chair:
   A subcommittee of UCC will need meet over the summer to work with the Registrar's Office on a
   standardized format for publishing Plans of Study in the Undergraduate Catalog. Hunt will have
   more details at UCC's next meeting.

9. Information from the Faculty Senate and other Councils: none

10. Other related information or questions:
   a. Degree MAP process – Joanne Hertz.
      At Hertz's suggestion, a column was added to the Proposal Tracking Sheet to record status of
      Degree MAPs.

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

Remains Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International
   Studies courses and curriculum changes. Changes will affect the Graduate catalog. *GERC has approved*

IS 2270 as Objective 9 Gen Ed course.   **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *ITS approval still needed, too – Part D response is marked "NO", they cannot support the proposed changes.*

E. **NEW BUSINESS** –

Revisit Approved Proposal:

1. Council reopened and **tabled** Proposal #3 from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits, pending department's corrections.   As per UCC's decision last fall, all pre-reqs must be listed in the catalog curriculum. It was also noticed that one of the Advising impact responses was truncated when pasted into the proposal, omitting a concern that had yet to be addressed. Houghton will contact the proposal originator. *The Program still needs to submit Degree MAPs to Central Academic Advising.*

Council will likely meet once more on **Thursday, April 27**. Proposals must be submitted no later than Monday, April 24 if they are to be considered by UCC before semester's end.

Let the Pot-Luck Party begin!

F. **ADJOURNMENT: 3:33 p.m.**

Undergraduate Curriculum Council (UCC)
April 27, 2017 – 3:00-5:00 p.m. in Faculty Senate Conference Room, REND 301, Meridian 653
Volume XXXIII, Meeting 7 (19-7)
MINUTES – *Approved by Curriculum Council on May 3, 2017 via email vote; Accepted by Academic Affairs*
on May 19, 2017

A. PRELIMINARIES –
   1a. Attendance:
Members:	Brian Attebery, Geoffrey Bennett, Lisa Goss, Bob Houghton (chair), Spencer Jardine, Thomas Kloss, James Lai, Steve Maclure, Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

   1b. Excused: Susan Belliston, Mary Hofle, Elizabeth Morgan
   1c. Guests: Matt Wilson

   2. Minutes for **April 6, 2017** and **April 13, 2017** were **approved** via email vote on April 21, 2017.

   3. Announcements
      - State Program Proposals are processed through Joanne Tokle's office, and Catherine Read will soon be starting to handle all those proposals as well as UCC's.
      - Graduation is next weekend, please attend if you can.

   5. Report from the Executive Committee: did not meet, no report

   6. Information from Academic Affairs:
      Tokle thanked everyone on behalf of Academic Affairs for serving for their colleges and students.

   7. Current Subcommittee Activities:
      a. General Education Requirements Committee (GERC) –
          Council unanimously **accepted** GERC's AY 2016/17 Year-End Report and the accompanying Memo.

      b. BAS Committee –
          Council **accepted** BAS Minutes from March 3, 2017
          .
   8. Information from the Chair:
      Houghton sent an email to the Paramedic Science program regarding their tabled Proposal #3. Read spoke with Ellen Jones, the Proposal Originator, regarding the needed changes and granted her "Commenting" access to the proposal to edit as needed.

   9. Information from the Faculty Senate and other Councils:
      Paul Watkins and Gene Warren are the new co-chairs. Houghton will ask them about adding a UCC representative as an ex-officio member of Faculty Senate, as was the case in former times.

   10. Other related information or questions:
      a. AY2017-18 Proposal #36 – Jim Lai
          Pre-Pharmacy students will now have to take four additional credits in Biology. Division of Health Sciences indicated no adverse effects on their students in their impact response, but Pharmacy was not included nor informed of this proposal, so impacts to their programs were overlooked. Discussion. Pharmacy will need to evaluate the pre-Pharmacy program and work with the Biology department this summer to find an adequate solution, likely requiring a new catalog change proposal be submitted to UCC this fall.

          UCC members need to watch all proposals closely for non-obvious impacts on their constituents' programs.

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

1. **Summer Subcommittee: standardizing Program Structure in catalog** – Chris Hunt
   Hunt distributed a handout. Program catalog listings are varied in their structure and how credits are counted. A standardized format and method for counting credits is needed. The subcommittee will start with easy programs to see how proposed structures work, then progress to harder programs to make sure the structures are viable. The subcommittee will present its recommendations to the entire UCC in August for consideration for the 2018-19 catalog.
   Subcommittee will be chaired by **Chris Hunt**. Members will be: **Sarah Mead, Corey Zink, JoAnn Hertz, Bob Houghton, Spencer Jardine**, possibly **Mary Hofle**, if she is amenable.

   Remain Tabled:

1. [Proposal #1 (formerly 2017-18 Proposal #50)](#) from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *ITS approval still needed, too – Part D response is marked "NO", they cannot support the proposed changes.*

2. [Proposal #3](#) from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits. Last Fall (2016) UCC decided all pre-reqs are to be listed in catalog curriculum. [AY2018 UCC Proposal #57](#) Paramedic Science Academic Certificate was amended to add the required pre-reqs BIOL 1101 & BIOL 1101L. **Tabled,** pending review of amendments by department. **The Program still needs to submit Degree MAPs to Central Academic Advising.**

E. NEW BUSINESS

   For Discussion:
1. Creation of a New Honors BAS degree
   Zink said Sherri Dienstfrey-Swanson visited the BAS Committee to discuss the idea of creating an Honors BAS degree. Unclear whether BAS Committee has the authority to do this on their own, or if UCC should weigh in. Houghton said the problem lies in the fact that proposals require a faculty vote: who are the faculty that should vote on an Honors BAS degree proposal? BAS degrees are individualized degrees tailored to a particular student. Need to resolve the voting faculty issue once and for all. Currently Honors Program has two options: 1) Honors Bachelor degree, or 2) Bachelor degree with Honors Distinction.   The idea is to create a Bachelor of Applied Science with Honors Distinction (HBAS) degree. Students would need to have an AAS degree first before they can get a BAS degree. Intent is to create an Honors track that students can follow in their lower-division courses as they work to earn their AAS degree. Honors project or thesis may be difficult for a BAS student to do.

   Question for UCC is: whether sufficient for BAS committee to vote on the UCC proposal, or is there another level of faculty vote that will be needed.

   UCC's consensus was to have the Honors Progam work with Chris Hunt to create a list of the faculty who taught an Honors course or Honors contract course last year, and to consider those faculty as the Honors Program faculty. BAS Committee reps should formally solicit written feedback from their colleges before the BAS committee votes whether to move forward with a UCC proposal to create

HBAS degree. Honors faculty would then review and vote on the proposal as the program faculty. *Would require a letter of notification to SBOE for this new degree.*

State Proposals:

1. Council voted unanimously to **endorse** the State Proposal #2017-02 from College of Technology **Health Occupations** Department for a new Basic Technical Certificate (BCT) in **Pharmacy Technology**. (Corresponds to **UCC AY2019 Proposal #4**)

2. Council voted unanimously to **endorse** the State Proposal #2017-03 from College of Technology **Bachelor of Applied Science Program** for a new Bachelor of Applied Science (BAS) major in **Robotics & Communications Systems Engineering Technology**. (Corresponds to **UCC AY2019 Proposal #5**)

Curriculum, Course and Program Change Proposals:

1. Council voted unanimously to **approve, pending Degree MAP submission,** Proposal #4 **as amended** from **Health Occupations** to create a new Basic Technical Certificate in Pharmacy Technology. *The Program subsequently submitted its Degree MAP to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-02**)

2. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

F. **ADJOURNMENT:**   5:03 p.m.

APPENDICES

STATE PROPOSALS ENDORSED:

1. State Proposal #2017-02 from College of Technology **Health Occupations** Department for a new Basic Technical Certificate (BCT) in **Pharmacy Technology**. (Corresponds to UCC AY2019 Proposal #4)

2. State Proposal #2017-03 (#TBD) from College of Technology **Bachelor of Applied Science Program** for a new Bachelor of Applied Science (BAS) major in **Robotics & Communications Systems Engineering Technology**. (Corresponds to UCC AY2019 Proposal #5)

CURRICULUM PROPOSALS APPROVED:

1. *Pending Degree MAP submission:* Proposal #4 **as amended** from **Health Occupations** to create a new Basic Technical Certificate in Pharmacy Technology. *Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-02**)

Undergraduate Curriculum Council (UCC)
August 31, 2017 – 3:00-5:00 p.m. in Faculty Senate Conference Room REND 301, Meridian 653
Volume XXXIII, Meeting 8 (19-8)
MINUTES – *approved by Curriculum Council on October 19, 2017; Approved by Academic Affairs on November 3, 2017*

A. PRELIMINARIES
   1a. Attendance:
      Members: Brian Attebery, Susan Belliston, Geoffrey Bennett, Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, James Lai
      Ex-Officio: Chris Hunt, Joanne Tokle, Emily White, Corey Zink
      Admin. Asst: Catherine Read
   1b. Excused: Joanne Toevs; JoAnn Hertz
   1c. Guests: Minghui Hou and Kathy Ludwig (graduate student observers)

2. Minutes for approval – none, all were approved last spring

3. Welcome, Introductions and Announcements
     Members introduced themselves.

   a. UCC 101 – overview of UCC's role, proposal process and responsibilities of members
      Houghton reminded everyone that university faculty are responsible for creating programs and maintaining or modifying curriculum. UCC's role is serve students and programs by making sure the Undergraduate Catalog is clear, concise, and understandable. UCC helps program faculty navigate the proposal change process, and ensures all Undergraduate Catalog changes are properly documented, vetted, and approved by all affected departments and support services before being sent for final approval by Academic Affairs. The more eyes perusing each proposal, the better likelihood all errors will be noticed and corrected before publishing. Houghton, White, and Read walked members through UCC's website and the catalog change process.

5. Report from the Executive Committee:
     Hunt will review revised Proposal #1 before it comes to UCC for review.
     Proposal #3 – a few issues still to be resolved
     Proposal #5 – Houghton will meet with Selena Grace on September 15 to discuss some things that affect this proposal.

6. Information from Academic Affairs:
- Tokle reported the Mid-cycle Accreditation report was submitted to the Northwest accreditors a couple of weeks ago. Two of the accreditors are coming to campus in October to give ISU feedback regarding how well on track the university is for the full accreditation review in four years.
- A new University Assessment Committee was formed, consisting of assessment coordinators on campus. The committee is reviewing assessment software that departments could use if desired. The committee also recommended hiring a University Assessment Coordinator to manage and coordinate assessment efforts across campus. They are developing a list of duties for the proposed Coordinator.
- A subcommittee is revising the Program Review process; once completed the procedures will be update on Academic Affairs' website.
- The annual Statewide Gen Ed Summit is coming up in Boise at the end of September. The agenda items include a presentation on a pilot program using Open Educational Resources, the Discipline Group will gather and discuss their schools' assessment efforts and experiences as well as some of SBOE's concerns regarding general education and transferability of credits across Idaho's post-secondary schools.

7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) –
      GERC met on Tuesday, August 22. They will meet again on September 26 with ISU's State General Ed Discipline Group representatives to discuss issues for the Statewide Gen Ed Summit to be held in Boise on September 28-29, 2017.

   b. BAS Committee – has not met.
      .
8. Information from the Chair: none

9. Information from the Faculty Senate and other Councils:
   Houghton plans to attend Faculty Senate meetings as often as he can, and will keep in touch with his Senator.

10. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

1. Summer Subcommittee's Report: standardizing Program Structure in catalog – Chris Hunt
   Subcommittee chaired by **Chris Hunt**. Members were: **Sarah Mead, Corey Zink, JoAnn Hertz, Bob Houghton, and Spencer Jardine**.
   Background: Program catalog listings are varied in their structure and how credits are counted. A standardized format and method for counting credits is needed. The subcommittee worked on this over the summer and will present its recommendations to the entire UCC in August for consideration for the 2018-19 catalog.

   Hunt will present the subcommittee's progress and recommendations next time.

2. Update on Pre-Pharmacy impact regarding AY2017-18 Proposal #36 – Jim Lai
   Pre-Pharmacy students will now have to take four additional credits in Biology. Division of Health Sciences indicated no adverse effects on their students in their impact response, but Pharmacy was not included nor informed of this proposal, so impacts to their programs were overlooked. Discussion. Pharmacy will need to evaluate the pre-Pharmacy program and work with the Biology department to find an adequate solution, likely requiring a new catalog change proposal be submitted to UCC this fall.

   UCC members need to watch all proposals closely for non-obvious impacts on their constituents' programs.

Remain Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *.GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *Proposal has been substantially revised since last spring.*

2. Proposal #3 from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits.
   Last Fall (2016) UCC decided all pre-reqs are to be listed in catalog curriculum. AY2018 UCC Proposal #57 Paramedic Science Academic Certificate was amended to add the required

pre-reqs BIOL 1101 & BIOL 1101L. **Tabled,** pending review of amendments by department. **The Program still needs to submit Degree MAPs to Central Academic Advising.**

3. [Proposal #5](#) from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU*. (Corresponds to **State Proposal #2017-03**).

E. NEW BUSINESS –

State Proposals: -- none this week

Curriculum, Course and Program Change Proposals:

Council voted to accept and immediately **table** the new proposal until next meeting.

1. [Proposal #6](#) from the **College of Business** to eliminate the minor in International Commerce, eliminate the Native American Business Administration emphasis, and add INFO 1181 to the core requirements for the AS and BBA degrees. *Requires approval by SBOE.* (Corresponds to **Letter of Notification #2017-LON-04**).

F. ADJOURNMENT: 4:04 p.m.

Undergraduate Curriculum Council (UCC)
September 14, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA 102, Meridian 653
Volume XXXIII, Meeting 9 (19-9)
MINUTES – *approved by Curriculum Council on October 19, 2017; Approved by Academic Affairs on*
    November 3, 2017

A. PRELIMINARIES
    1a. Attendance:
        Members: Susan Belliston, Geoffrey Bennett, Samuel D'Amico (ASISU), Carmen Febles,
                          Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, James
                          Lai, Laura McKnight, Joanne Toevs
        Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Corey Zink
        Admin. Asst: Catherine Read
    1b. Excused: Brian Attebery; Emily White
    1c. Guests: none

    2. Minutes for approval – August 31, 2017 – deferred until subsequent meeting

    3. Announcements
        Houghton welcomed Samuel D'Amico, ASISU's new representative on this council.

    4. Report from the Executive Committee:
        a. **New method for correcting minor catalog errors:**
            The Executive Committee met just before today's UCC meeting and discussed a way of fixing
            minor errors in the catalog without the need for a full UCC proposal. Departments can contact
            Hunt in the Registrar's Office to let him know what corrections are desired. Hunt would
            create a memo detailing the exact changes to be made in the catalog. That memo would be
            presented to UCC's Executive Committee for its consideration. If the Executive Committee
            concurs the change is a minor correction and does not warrant a full proposal, the memo
            would then be brought to the full UCC for its consideration and approval as a Consent
            Calendar item. As with any Consent Calendar item, any member could pull it for further
            discussion and deliberation. If UCC approves the change, the memo would be attached to
            UCC's Minutes and forwarded to Deans' Council and Academic Affairs for their review and
            approval in the usual manner.

            Council voted to **approve** this Catalog Correction Memo process. (Appendix A)

        b. **Honors B.A.S. degree faculty vote update**
            UCC had decided last spring that the faculty who have recently taught Honors courses should
            constitute the faculty to vote on catalog proposals from the Honors Program. Executive
            Committee suggested Hunt can provide a list of faculty who have taught Honors sections to
            the Honors Program director, who can then add the faculty who have taught Honors contract
            courses. The question for UCC to resolve is how far back to go to create the list.

            UCC **voted affirmatively** to designate faculty who have taught Honors sections or contract
            courses in the **most recent academic year** to count as the eligible voting faculty for Honors
            Program proposals.

        c. Proposal #1 from Global Studies – Hunt requests one more week to review the revisions before it
            is processed for UCC's consideration.

        d. Proposal #3 from Paramedic Science
            Full impact responses have been entered into the proposal; a few concerns still remain that
            need to be addressed.

5. Information from Academic Affairs:
   Tokle reminded members that for program changes that have to go to the State Board of Education for its approval must have all internal (ISU) approvals no later than May of the academic year before the catalog year. That means **May 2018 is the deadline for UCC to approve catalog proposals corresponding to program changes intended to take effect in the 2019-20 catalog, if full State Proposals are required.** Program changes requiring only Letters of Notification to the State can be done in the normal UCC proposal cycle.

   After UCC, State program proposals must be approved by Deans' Council, Finance & Administration, Provost, President, then go to SBOE for 30-day review by all other Idaho secondary ed institutions, after which it goes to Council on Academic Affairs and Programs (CAAP), then to IRSA (Instruction, Research and Student Affairs) subcommittee, and BAHR (Business Affairs & Human Resources) if professional fees are involved, and then ultimately to the SBOE for its final approval. Some program changes also require approval by ISU's accreditors NWCCU (North West Council of Colleges and Universities).

   Bottom line: submit UCC catalog change proposals in January, February or March that have corresponding full State Proposals. Be aware the catalog editors will be busy preparing the new fall catalog for publication in time for Early Registration in April, so submit new proposal requests as soon as possible after UCC's catalog cycle ends in mid-November, and be patient in waiting for the requests to be processed.

6. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) –
      GERC met this week and discussed what topics to bring up at their upcoming joint meeting with the Discipline Group reps in advance of the Statewide Gen Ed Summit to be held in Boise on September 28-29.

   b. BAS Committee – has not met yet.
      .
7. Information from the Chair:
   Houghton and Hunt are scheduled to meet with Selena Grace to discuss the concerns about the Robotics Proposal #5. More information to follow.

8. Information from the Faculty Senate and other Councils:
   Faculty Senate reportedly plans to return to working on a Faculty Constitution, if faculty feedback indicates sufficient interest.

9. Other related information or questions: none

B. **INFORMATION ITEMS** -- none

C. **CONSENT CALENDAR --** none

D. **UNFINISHED BUSINESS**
1. Summer Subcommittee's Report: standardizing Program Structure in catalog – Chris Hunt
   Subcommittee chaired by **Chris Hunt**. Members were: **Sarah Mead, Corey Zink, JoAnn Hertz, Bob Houghton, and Spencer Jardine**
      Background: Program catalog listings are varied in their structure and how credits are counted. A standardized format and method for counting credits is needed. The subcommittee worked on this over the summer and will present its recommendations to the entire UCC in August for consideration for the 2018-19 catalog.

      Hunt distributed three handouts: one explanatory document on Standardizing Program Listings (Appendix C) and two sample standardized program listings. (Appendix D).

He described the process the committee developed. The Gen Ed program courses are listed separately from the program core and major requirements for clarity's sake. This standardization process will identify questions in programs' requirements so they can be clarified and resolved. This should help students understand at a glance what each program requires. UCC and departments would be fully involved in the development of these program listings. Discussion ensued.

Council voted to **approve** the standardization of program listings into the format shown in the two samples. (Appendix B)

Hunt asked members to let their Proposal Originators know he is working his way through the impact requests he has received and to be patient.

2**.** Update on Pre-Pharmacy impact regarding AY2017-18 Proposal #36 – Jim Lai
Pre-Pharmacy students will now have to take four additional credits in Biology. Lai said Pharmacy has another proposal in the works to solve the problem. He will look up in last year's proposal to find the rationale behind the Biology change. Members were reminded to watch all proposals closely for non-obvious impacts on their constituents' programs.

Curriculum, Course and Program Change Proposals:

1. Council voted to **approve** Proposal #6 from the **College of Business** (Appendix 1) to eliminate the minor in International Commerce, eliminate the Native American Business Administration emphasis, add INFO 1181 to the core requirements for the AS and BBA degrees and to eliminate the C- rule.

Remain Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. *Changes will affect the Graduate catalog. GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *Proposal has been substantially revised since last spring.*

2. Council voted to untable, discussed, and then **tabled** again Proposal #3 from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits.
Last Fall (2016) UCC decided all pre-reqs are to be listed in catalog curriculum. AY2018 UCC Proposal #57 Paramedic Science Academic Certificate was amended to add the required pre-reqs BIOL 1101 & BIOL 1101L. **The Program still needs to submit Degree MAPs to Central Academic Advising.** **Tabled again** to have the department integrate this proposal into their other one in the works.

3. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

E. **NEW BUSINESS** –
State Proposals: -- none this week

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

F. **ADJOURNMENT: 4:23 p.m.**

CURRICULUM PROPOSALS APPROVED:

1. <u>Proposal #6</u> from the **College of Business** to eliminate the minor in International Commerce, eliminate the Native American Business Administration emphasis, and add INFO 1181 to the core requirements for the AS and BBA degrees.

<div align="right">Back to List</div>

ACTIONS APPROVED:

A. Minor Corrections to the Undergraduate Catalog:

Memo

To: Chris Hunt, ISU Registrar's Office

From: Robert Houghton, Chair UCC

cc: Catherine Read, Joanne Tokle, Academic Affairs;
             Susan Belliston, Spencer Jardine, UCC Executive Committee

Date: September 15, 2017

Re: Corrections to the Undergraduate Catalog

Allow the ISU Registrar's Office to recommend minor fixes to the Undergraduate Catalog without a full UCC proposal

Chris,

This is the action to the motion that was approved at the UCC meeting on September 14, 2017 authorizing the ISU Registrar's Office to recommend minor fixes to the Undergraduate Catalog to the UCC Executive Committee via ISU Memorandum without a full UCC proposal. As further resolved by the same motion, these recommendations may be approved by the UCC via the existing rules and procedures of the UCC Executive Committee's Consent Calendar.

Sincerely,

Bob Houghton

B. Proceed with Standard Undergraduate Catalog Elements:

Memo

To: Chris Hunt, ISU Registrar's Office

From: Robert Houghton, Chair UCC

cc: Catherine Read, Joanne Tokle, Academic Affairs;
             Susan Belliston, Spencer Jardine, UCC Executive Committee

Date: September 15, 2017

Re: Standard Undergraduate Catalog Elements

Allow the ISU Registrar's Office to lead efforts to standardize the Undergraduate Catalog based upon a list view methodology

Chris,

This is the action to the motion that was approved at the UCC meeting on September 14, 2017 authorizing the ISU Registrar's Office to lead a task force, with the full backing of the UCC, to create standard program elements in the undergraduate catalog. This motion further authorizes the task force to populate those elements with existing undergraduate programs including degrees, certificates, and other end goal ISU offerings.

Sincerely,

Bob Houghton

C. Subcommittee's Handout on Standardizing Program Listings:

Standardizing Program Listings

Purpose:

To assist students to meet their goals, the Undergraduate Curriculum Council (UCC) believes that all programs should be clearly defined and listed in the undergraduate catalog, including program admissions requirements, major requirements, non-course requirements, as well as university requirements such as total number of credits, free electives, and upper division credits.

Standardizing methods of listing program requirements will benefit ISU students in the following ways:
- It will facilitate ensuring that the catalog, MAPs, and the degree audit are all providing students with the same information.
- It will ensure that all published programs include university requirements such as total number of credits, free electives, and upper division credits.
- It will allow a program to show where general education courses also fulfill program requirements, and it ensures that credit totals are accurate.

To aid in this process, the UCC will be reviewing all programs and ensuring any requirements listed in narrative are also all included in the list of requirements.

Rules:

- All programs will list each of its elements in a grid format. Examples of these elements are: program admissions requirements, non-course requirements, GPA requirements, and any other special graduation requirements.
- Each grid will be comprised of at least four (4) category blocks. These blocks are: general education block, admissions requirements block, program requirements block, and program totals block. Any non-applicable blocks will be identified as non-applicable.

- General Education Block
  - The general education block will show the minimum number of credits necessary to fulfill the program's general education objectives.
  - Specific general education courses that are required for the major will be identified in this block. Confirmation will be requested from the department to.

differentiate any suggested general education courses versus required general education courses.

- Program Admission Block
    - o All programs will include a program admission block. If there are no program admission requirements, it will be identified as non-applicable. Confirmation will be requested from the department to differentiate required vs suggested admission elements.

- Major Requirements Block
    - o If program common core requirements exist, they will appear in a separate block.
    - o Any major requirement course that is also a general education requiement will indicate specifically which general education requirement it fulfills.
    - o All program options will be shown. (e.g. concentrations, emphases, tracks.)
    - o Major Electives requirements will either include a list of specific courses from which the student may choose or include guidelines for students regarding choosing acceptable electives to meet major requirements. Clarification regarding student choice of major electives will be requested from the department and ultimately will be reflected in the major requirement block.
    - o Alphabetical listing of courses by subject in each block is preferred.
    - o Prerequisites for all required courses will be included, except for prerequisites to general education English and Math courses.

- Program Total Block
    - o The program total block will show credit totals from the sub-blocks of General Education, Program Admission, and Major Requirements, as well as Upper Division Electives, and Free Electives to meet university requirements. Program Admissions Requirements, Upper Division Free Electives, and Free Electives will be listed even if they are not required. Any non-applicable category will be identified as non-applicable.
    - o Free Electives are credits not specified in the program blocks and needed to fulfill University total credit requirements (e.g. The University requires 120 credits for a baccalaureate degree and Free Electives may be needed to attain the total).
    - o Upper Division Free Electives are upper division credits not specified in the program blocks and needed to fulfill University upper division credit requirements. (i.e. The University requires 36 upper division credits for a baccalaureate degree.)
    - o If any sub-block includes courses that also fulfill a general education requirement, the credits for these courses will not be included in the total credits listed for that sub-block, as the course will fulfill both requirements, but only count once towards degree totals.

Process:

- As program changes are made through the Undergraduate Curriculum Council (UCC), advising and registrar personnel will review the program in consultation with the department to reformat it to meet these requirements.
- Advising and registrar personnel will also review programs that are not being changed through the UCC, and consult with the department to reformat it to meet these requirements.
- Any substantial changes to programs that result from this process will need to be reviewed and approved by the UCC, who will adopt methods to streamline these changes as much as possible.
- Our goal is to have all programs in the Undergraduate Catalog reviewed and updated for the 2018-19 catalog.

D. Sample Standardized Program Listings:

AFTER

BBA Business Informatics - Standardized

General Education - The listing below includes program requirements that also fulfill General Education.

Objective 1	6
Objective 2	3
Objective 3 - MGT 2216	3
Objective 4	6
Objective 5	7
Objective 6 - ECON 2201	6
Objective 7	
Objective 8 - INFO 1101 or FIN 1115	3
Objective 9	3
Total Credits	**37**

BBA Core Requirements

ACCT 2201	Principles of Accounting I	3
ACCT 2202	Principles of Accounting II	3
BA 1110	The World of Business	3
BA 2210	Introduction to Professional Development I	1
BA 3310	Exploring Professional Development II	1
BA 4410	Implementing Professional Development III	1
ECON 2201	Principles of Macroeconomics	3
ECON 2202	Principles of Microeconomics	3
INFO 3301	Introduction to Informatics and Analytics	3
FIN 3315	Corporate Financial Management	3
MGT 2216	Business Statistics	3
MGT 2217	Advanced Business Statistics	3
MGT 2261	Legal Environment of Organizations	3
MGT 3312	Individual and Organizational Behavior	3
MGT 3329	Operations and Production Management	3
MGT 4460	Strategic Management	3
MKTG 2225	Basic Marketing Management	3
INFO 1101	Digital Information Literacy	3
or FIN 1115	Personal Finance	
CMP 2201	Business and Professional Communication	3
ENGL 1102	Critical Reading and Writing	3
ENGL 3307	Professional and Technical Writing	3
or ENGL 3308	Business Communications	
INFO 4488	Informatics Senior Project	3
Total Credits		**60**

Major requirements

INFO 1150	Software and Systems Architecture	3
INFO 1181	Informatics and Programming I	3
or CS 1181	Computer Science and Programming I	
INFO 1182	Informatics and Programming II	3
or CS 1182	Computer Science and Programming II	
INFO 2220	Web Development:Client-Side Programming	3
INFO 3307	Systems Analysis and Design	3
INFO 3380	Networking and Virtualization	3
INFO 4407	Database Design and Implementation	3
INFO 4430	Web Application Development	3
INFO 4482	Systems Development and Implementation Methodologies	3
INFO 4493	Advanced Informatics Internship	3
Total Credits		**30**

Degree Totals

General Education	37
BBA Core(Required Gen Eds Removed)	45
Major Requirements	30
Upper Division Free Electives	0
Free Electives	8
Total Credits	**120**

BS Dietetics - Standarized

General Education - The listing below includes program requirements that also fulfill General Education.

Objective 1	6
Objective 2 - COMM 1101	3
Objective 3 - MATH 1153	3
Objective 4	6
Objective 5 - BIOL 1101, BIOL 1101L, NTD 2239	7
Objective 6 - PSYC 1101, SOC 1101	6
Objective 7 or Objective 8	3
Objective 9	3
Total Credits	**37**

Program Admission Requirements

BIOL 1101	Biology I (Partially Satisfies Objective 5)	4
BIOL 1101L	Biology I Lab (Partially Satisfies Objective 5)	0
BIOL 2221	Introductory Microbiology	3
BIOL 2221L	Introductory Microbiology Laboratory	1
BIOL 3301	Anatomy and Physiology	3
BIOL 3301L	Anatomy and Physiology Lab	1
BIOL 3302	Anatomy and Physiology	3
BIOL 3302L	Anatomy and Physiology Lab	1
CHEM 1101	Introduction to General Chemistry	3
CHEM 1102	Introduction to Organic and Biochemistry	3
CHEM 1103	Introduction to General Organic and Biochemistry Laboratory	1
COMM 1101	Principles of Speech (Satisfies Objective 2)	3
ECON 2201	Principles of Macroeconomics	3
ENGL 1101	English Composition (Partially Satisfies Objective 1)	3
ENGL 1102	Critical Reading and Writing (Partially Satisfies Objective 1)	3
MATH 1108	Intermediate Algebra (Why?)	4
MATH 1153	Introduction to Statistics (Partially Satisfies Objective 3)	3
NTD 1101	Introduction to Dietetics	1
NTD 1104	Foods	3
NTD 2239	Nutrition (Partially Satisfies Objective 5)	3
PSYC 1101	Introduction to General Psychology (Partially Satisfies Objective 6)	3
SOC 1101	Introduction to Sociology (Partially Satisfies Objective 6)	3
Total Credits		**55**

Major Requirements

ACCT 3303	Accounting Concepts	3
ENGL 3307	Professional and Technical Writing	3
MGT 3312	Individual and Organizational Behavior	3
NTD 3300	Medical Nutrition Therapy I	3
NTD 3300L	Medical Nutrition Therapy I Lab	2
NTD 3301	Medical Nutrition Therapy II	3
NTD 3301L	Medical Nutrition Therapy II Lab	2
NTD 3312	Quantity Foods	3
NTD 3312L	Quantity Foods Laboratory	1
NTD 3360	Nutrition Through the Lifecycle	3
NTD 4407	Principles of Community Nutrition	3
NTD 4408	Applications in Community Nutrition	3
NTD 4410	Food Service Systems Management	3
NTD 4410L	Food Service Systems Management Laboratory	1
NTD 4457	Experimental Foods	3
NTD 4461	Nutritional Biochemistry I	3
NTD 4470	Dietetics Senior Seminar	2
NTD 4485	Nutritional Biochemistry II	3
Total Credits		**47**

Program Totals

General Education	37
Program Admissions Requirements(Required Gen Eds Removed)	25
Major Requirements	47
Upper Division Free Electives	0
Free Electives	11
Total Credits	**120**

Questions:

- Why is MATH 1108 listed as a requirement along with MATH 1153?
- Are all of the GE in the admissions requirements specifically required? i.e. Would a student who had fulfilled Objective 6 with ANTH 1100 and HIST 1111 be required to take SOC 1101 and PSYC 1101?

Undergraduate Curriculum Council (UCC)
September 21, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA 102
Volume XXXIII, Meeting 10 (19-10)
MINUTES – *approved by Curriculum Council via email vote on October 23, 2017; Approved by*
 Academic Affairs on November 3, 2017

A. PRELIMINARIES

1a. Attendance:

Members:	Brian Attebery, Susan Belliston , Geoffrey Bennett, Samuel D'Amico (ASISU), Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, Laura McKnight, Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

1b. Excused: James Lai
1c. Guests: none

2. Minutes for approval – August 31, 2017 and September 14, 2017 – *deferred till later*

3. Announcements -- none

4. Report from the Executive Committee:
    The Executive Committee met and will have two memos for minor catalog corrections for next week's Consent Calendar. Houghton sent memos to the Associate Registrar documenting UCC's decisions last week allowing Change Memos recommending minor catalog corrections and approving the standardization of Program Listings in the catalog. Both memos were appended to last week's Minutes for the record.

5. Information from Academic Affairs: nothing to report yet

6. Current Subcommittee Activities:
    a. General Education Requirements Committee (GERC) –
        GERC meets next week with the Discipline Group reps in advance of the Statewide Gen Ed Summit to be held in Boise on September 28-29.

    b. BAS Committee – will meet this Friday.
                                                    .
8. Information from the Chair:
    Houghton met with Selena Grace regarding Proposal #5 BAS in Robotics. Grace will contact the College of Technology to discuss concerns. Academic Affairs will form some sort of informal task force to come up with some way of defining upper division credit and will give UCC recommendations on implementation. Things to be defined include what constitutes upper division, what differentiates "upper" versus "lower" division classification, and how to coordinate among and across the colleges. Another issue was the renumbering of College of Technology courses, which would take more than a year to implement. Grace and Tokle met Tuesday with Debbie Ronneburg; Tokle suggested Zink talk to Ronneburg on how to proceed with this proposal.

9. Information from the Faculty Senate and other Councils:
    Faculty Senate sent out a survey asking whether faculty want a Faculty Constitution, and if so, what it should say. Houghton encouraged members to contact their Faculty Senators.

10. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

1. With the department's concurrence, the Council voted to **withdraw** this Proposal #3 from **Paramedic Science** to change PARM 2222 Trauma Care from 3 credits to 2 credits. The information has been incorporated into another proposal in the works.

Remain Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. Changes will affect the Graduate catalog. *.GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *Proposal has been substantially revised since last spring.* A new signature page will be needed once the changes are prepped for UCC's review.

2. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Remains tabled** for further deliberation to define criteria and policy for 'upper division' classification. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE* and *NWCCU*. (Corresponds to **State Proposal #2017-03**).

E. NEW BUSINESS

State Proposals: -- none this week

Curriculum, Course and Program Change Proposals:

Council voted to accept and immediately table the following items. Council then voted to untable and consider the New Business items.

1. Council voted to **approve** Proposal #7 from **Counseling** (Appendix 1) to eliminate the permission of instructor pre-req from COUN 1150.

2. Council voted to **approve** Proposal #8 **as amended** from **Finance** and **Marketing** (Appendix 2) departments to rename MKTG 4480, and to add ACCT 4490 as an allowed FIN elective.

3. Proposal #9 from **Student Success Center** for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. **Tabled** for review and signature by the Associate Vice President for Enrollment Management.

4. Council voted to **approve** Proposal #10 **as amended** (pending minor course title correction) from **Student Success Center** (Appendix 3) for a new ACAD 3301 course for TRIO SSS/McNair students considering graduate school.

5. Proposal #11 from **Art** department for housekeeping updates and to add the statement that ART 1101 partially fulfills Gen Ed/GEM Objective 4. **Tabled** for clarification of proposed changes to the Admission/Special Graduation Requirements section.

6. Proposal #12 from **Pharmacy** to change course titles for PHAR 9923, PHAR 9933, PHAR 9943; and to change PHAR 9944 from 4 credits to 3 credits, and PHAR 9944L from 0 credits to 1 credit. *Changes affect the corresponding MBA in the Graduate Catalog; College of Business is working on a Grad Council proposal.* **Tabled** until next time when the UCC Pharmacy representative will be present.

7. [Proposal #13](#) from **Workforce Training & Leadership** program for a new course OLP 4453 and to change the course prefix codes from PTE to CTE throughout in conformity with the State's change from Professional Technical Education to Career Technical Education. *Changes affect Grad Catalog.* **Tabled** until next meeting to allow proposal originator to attend and address council members' questions.

8. Council voted to **approve** [Proposal #14](#) from **Health Occupations (**[Appendix 4](#)**)** to change the AAS requirements in **Medical Assisting** to allow BIOL 1100/1100L and any Objective 3 gen ed course as pre-req options.

9. Council voted to **approve** [Proposal #15](#) from **English & Philosophy** to change name of Minor in English Option 2 to Professional Writing and update the curriculum requirements. Requires SBOE approval of Letter of Notification **#2017-LON-06)**.

10. Council voted to **approve** [Proposal #16](#) from **English & Philosophy** to change name of Minor in English Option 1 to Literature and update the curriculum requirements. Requires SBOE approval of Letter of Notification **#2017-LON-06)**.

F. ADJOURNMENT: 4:46 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #7](#) from **Counseling** to eliminate the permission of instructor pre-req from COUN 1150.

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2. [Proposal #8](#) **as amended** from **Finance** and **Marketing** departments to rename MKTG 4480, and to add ACCT 4490 as an allowed FIN elective.

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3. [Proposal #10](#) **as amended** (pending minor course title correction) from **Student Success Center** for a new ACAD 3301 course for TRIO SSS/McNair students considering graduate school.

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4. [Proposal #14](#) from **Health Occupations** to change the AAS requirements in **Medical Assisting** to allow BIOL 1100/1100L and any Objective 3 gen ed course as pre-req options..

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5. [Proposal #15](#) from **English & Philosophy** to change name of Minor in English Option 2 to Professional Writing and update the curriculum requirements. Requires SBOE approval of Letter of Notification **#2017-LON-06)**.

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6. [Proposal #16](#) from **English & Philosophy** to change name of Minor in English Option 1 to Literature and update the curriculum requirements. Requires SBOE approval of Letter of Notification **#2017-LON-06)**.

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Undergraduate Curriculum Council (UCC)
October 5, 2017 – 3:00-5:00 p.m. in Faculty Senate Conference Room REND 301
Volume XXXIII, Meeting 11 (19-11)
MINUTES – *Approved by Curriculum Council on October 26, 2017; Approved by Academic Affairs on*
  November 9, 2017

A. PRELIMINARIES

1a. Members: Brian Attebery, Susan Belliston , Geoffrey Bennett, Samuel D'Amico (ASISU),
            Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer
            Jardine, James Lai, Laura McKnight, Joanne Toevs
   Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle
   Admin. Asst: Catherine Read
1b. Excused: Emily White
   Absent: Corey Zink
1.c. Guests: Karen Wilson Scott (CoEd), Kurt Schiess (Grad student observer)

2. Discussion of tabled Proposal #13 from **WorkplaceTraining & Leadership** program to change the
   course prefix codes from PTE to CTE in conformity with the State's change from Professional Technical
   Education to Career Technical Education.

   Karen Scott explained Idaho's Division of Professional Technical Education (PTE) changed their
   name to Career & Technical Education (CTE), the last hold-out in making this change worldwide.
   Most of College of Technology programs are sponsored by the CTE Division. Idaho teachers get
   certification courses through ISU and University of Idaho, so those teachers will be looking for
   courses with the CTE prefix. To remain competitive, ISU's course offerings will need to have the
   updated prefix. She understands this change will be a headache for the Registrar's Office,
   DegreeWorks, and transcript tracking. Houghton reminded everyone that changing subject codes
   (i.e., course prefixes) was part of a larger conversation and becomes problematic from a catalog
   history perspective: which old courses correlate to which new ones? Scott said the 10 or so
   remaining students who have credit under the old HRTD courses should be graduating this coming
   spring, so hopefully this will not be an issue in the future. Scott mentioned there is another proposal
   in the works where the prefix changes from Child & Family Studies (CFS) to Family & Consumer
   Sciences (FCS).

   Scott described the process by which the degree MAPs were developed; the MAPs will not be used
   much since most CoEd students are non-traditional students who already have some of the experience
   and don't need to follow the same path that non-experienced students need to take. Impact responses
   are not necessary in this particular case.

   Council voted to untable and **approve** Proposal #13 at this time, though it remains listed below in its
   original place on the agenda.

3. Minutes for approval – *deferred until next time*

4. Announcements
   The Snake River New Horizons Band, ISU Civic Concert Band, and the ISU Symphonic Band are
   performing tomorrow night at 7:30 p.m. in the Stephens Performing Arts Center.

5. Report from the Executive Committee:
   The Executive Committee met, discussed, and agreed to the proposals and change memos listed
   below on the Consent Calendar.

6. Information from Academic Affairs:
   Tokle reported on State Gen Ed Summit held last week. Discipline Groups were asked for
   recommendations regarding the Objective competencies, rubrics and how to apply them, best

practices in assessment. Also were asked for each Objective to suggest a list of common courses around the state, and common course numbering for those courses. That would be easier to do in some disciplines than in others. For Tokle's Objective 4 group there were very few common courses offered at all or most of the institutions.

Totlke also reported this week's Mid-Cycle Accreditation Review site visit meetings went well. Houghton said GERC was heavily involved in the mid-cycle review.

7. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) –
      GERC meets next week with the Discipline Group reps to discuss what transpired at the Statewide Gen Ed Summit held in Boise last week.

   b. Bachelor of Applied Science (BAS) Committee –
      Council accepted BAS Committee Minutes from April 21, 2017 for UCC's acceptance

      BAS elected a new chair of the committee and approved six BAS programs, tabled a few others, and discussed the proposed Honors BAS program, informing the BAS Committee of UCC's decision regarding the identification of eligible faculty for voting on Honors proposals. BAS Committee is undergoing a program review, will select and invite outside members to serve on the BAS program review committee.
      .

8. Information from the Chair:
      Houghton met with Debbie Ronneberg regarding the tabled Proposal #5 for the BAS in Robotics. Houghton and Ronneburg will meet with Selena Grace and Joanne Tokle to figure out the BAS program in the context of CTE courses.

      On another note, Proposal #9 from ACAD raised concerns about the creation of courses that grant many academic credits unrelated to a specific discipline, and creating new courses that are similar to existing courses. The SBOE is starting to question the proliferation of course offerings at Idaho's higher ed institutions. Discussion. Suggest inviting the Proposal Originator, Kelly Moor, to come to UCC to discuss the proposal.

      Houghton and Read walked members through various errors encountered during processing a submitted proposal as examples of things to watch for and correct before signing off on a proposal and submitting to UCC. One thing to keep in mind is that course changes (proposal Part B) are entered into Banner by one catalog editor, and the curriculum changes (proposal Part C) are entered into CourseLeaf by another catalog editor. CourseLeaf uses Banner's course information so all changes to courses must be made in Part B, otherwise they won't appear in the catalog. The greyed-out section in Part C is the historical catalog text and should not be touched. In Part B, use one table per course, copying and pasting tables and course information as needed. This will eliminate errors as the catalog editors scurry to meet the publishing deadline.

9. Information from the Faculty Senate and other Councils:
      Faculty Senate plans to recommence working on a Faculty Constitution.

10. Other related information or questions:
   a. Consider implementing different words other than "**deadline**" and "**late proposals**" for the September 20 proposal due date and subsequent submissions.
      Once again, POs were panicking as the submission due date approached. Submission by the September 20 due date simply guarantees that UCC will consider the proposal before the mid-November catalog cut-off date. Later submissions will be accepted and considered as time allows, but are not guaranteed. UCC accepts proposals from January to October, so there shouldn't be a last-minute rush for most proposals. "Deadline" may not be the best word to use. **Council decided to eliminate the words "late" and "deadline".** Belliston and Hofle volunteered to work on alternate verbiage for the website and proposal form.

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

Council pulled from the Consent Calendar:
Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Department.

Council voted to **approve** the remaining Consent Calendar items:

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

1. **B.B.A. Core Requirements, Specific Non-Business Course Requirements** recommend deleting the statement: ~~Note: Classes listed below may also be used to satisfy General Education Objectives~~. Council **approved** this catalog change as part of the Consent Calendar. (Appendix A)

2. **Bachelor of Arts or Bachelor of Science in Music**: recommend deleting the last sentence in the descriptive paragraph: ~~Seventy credits of non-music courses are required in the B.A. and B.S. degrees.~~ Council **approved** this catalog change as part of the Consent Calendar. (Appendix B)

Curriculum, Course and Program Change Proposals:

1. Council **approved** as part of the Consent Calendar Proposal #17 from **Mechanical Engineering** (Appendix 1) to correct the pre-requisites and corequisites for ME 4425 to correct an oversight from last year's changes. *Changes affect Grad Catalog.*

2. Council **approved** as part of the Consent Calendar Proposal #23 from **Emergency Management** (Appendix 2) to equate FSA 3336 and EMGT 3306 Hazardous Materials courses.

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D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

1. Council voted to **approve** (with chair's abstention) Proposal #11 **as amended** from **Art** department (Appendix 3) for housekeeping updates and to add the statement that ART 1101 partially fulfills Gen Ed/GEM Objective 4. Was tabled last time for clarification of Admission/Special Graduation Requirements section, which was received and the proposal amended accordingly.

2. Council voted to **approve** (with chair's abstention) Proposal #12 from **Pharmacy** (Appendix 4) to change course titles for PHAR 9923, PHAR 9933, PHAR 9943; and to change PHAR 9944 from 4 credits to 3 credits, and PHAR 9944L from 0 credits to 1 credit. *Changes affect the corresponding MBA in the Graduate Catalog; College of Business is working on a Grad Council proposal.*

3. Council voted earlier in the meeting to **approve** (with chair's abstention) Proposal #13 from **Workplace Training & Leadership** program (Appendix 5) for a new course OLP 4453 and to change the course prefix codes from PTE to CTE throughout in conformity with the State's change from Professional Technical Education to Career Technical Education. *Changes affect Grad Catalog.* Was tabled last time to allow PO to participate in today's UCC's discussion.

Council now considered the proposal pulled from the Consent Calendar:

1. Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Department.

Remain Tabled:

1. Proposal #1 (formerly 2017-18 Proposal #50) from **Global Studies & Languages** for new International Studies courses and curriculum changes. *Changes will affect the Graduate catalog. .GERC has approved IS 2270 as Objective 9 Gen Ed course.* **Remains tabled**; pending resolution of concerns that need further consideration and addressing before this proposal is ready to be approved by this council, including several of the catalog editor's questions which have not been answered yet. *Proposal has been substantially revised since last spring.*

2. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

3. Proposal #9 from **Student Success Center** for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. **Tabled** last time for Enrollment Management signature. Since then, a concern arose about the number of these credits that should be allowed to count toward a degree; suggested they be subject to the "Specialized Credit Limitations" section of the catalog.
   UCC discussed. Four new courses being proposed, and a change to an existing course; three of these courses are repeatable up to 6 credits apiece, a total of 18 credits in a non-academic unit not in a degree program. Invite Kelly Moor to discuss.

E. **NEW BUSINESS** –

   State Proposals: -- none this week

   Curriculum, Course and Program Change Proposals:

   Council voted to approve and immediately **table** all New Business items, then **untabled** them for discussion.

1. Proposal #19 from **School of Nursing** to delete NURS 2204, 2204L, 3381, 4418, 4418L, 4430 and 4431, and make a few minor course changes, including updating pre-requisites. **Tabled** to work out inconsistencies with other Nursing proposals.

2. Proposal #20 from **Global Studies & Languages** to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and to update degree requirements. *Requires GERC approval of Gen Ed courses.* **Tabled** awaiting GERC's decision.

3. Council voted to **approve** (with chair's abstention) Proposal #21 from **Trade & Technology** (Appendix 6) for course and curriculum changes to Computerized Machining Technology and to delete manual machining courses.

4. Council voted to **approve,** pending SBOE approval of the Academic Certificate, Proposal #22 from **Paramedic Science** (Appendix 7) to change PARM 2222 from 3 credits to 2 credits, and update program prerequisites to require applicants to have completed basic EMT and CPR training. *Awaiting SBOE approval of Academic Certificate: State Proposal #2016-04.*

5. Proposal #24 from **Fire Services Administration** for course and curricular updates to align with national curriculum requirements, and to eliminate the Political Science emphasis, substituting a recommended Emergency Management minor instead. **Tabled** until the signed Request for a Letter of Notification is submitted to Academic Affairs, and to collect all the impact statements.**.** *Requires SBOE approval of Letter of Notification #2017-LON-09.*

F. **ADJOURNMENT:** 5:47 p.m.

APPENDICES

<u>**CURRICULUM PROPOSALS APPROVED:**</u>

1. <u>Proposal #17</u> from **Mechanical Engineering** to correct the pre-requisites and corequisites for ME 4425 to correct an oversight from last year's changes. *Changes affect Grad Catalog.*

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2. <u>Proposal #23</u> from **Emergency Management** to equate FSA 3336 and EMGT 3306 Hazardous Materials courses.

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3. <u>Proposal #11</u> **as amended** from **Art** department (<u>Appendix 3</u>) for housekeeping updates and to add the statement that ART 1101 partially fulfills Gen Ed/GEM Objective 4. Was tabled last time for clarification of Admission/Special Graduation Requirements section, which was received and the proposal amended accordingly.

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4. <u>Proposal #12</u> from **Pharmacy** to change course titles for PHAR 9923, PHAR 9933, PHAR 9943; and to change PHAR 9944 from 4 credits to 3 credits, and PHAR 9944L from 0 credits to 1 credit. *Changes affect the corresponding MBA in the Graduate Catalog; College of Business is working on a Grad Council proposal.*

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5. <u>Proposal #13</u> from **Workforce Training & Leadership** program for a new course OLP 4453 and to change the course prefix codes from PTE to CTE throughout in conformity with the State's change from Professional Technical Education to Career Technical Education. *Changes affect Grad Catalog.* Was tabled last time to allow PO to participate in today's UCC's discussion.

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6. <u>Proposal #21</u> from **Trade & Technology** for course and curriculum changes to Computerized Machining Technology and to delete manual machining courses.

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7. <u>Proposal #22</u> from Paramedic Science to change PARM 2222 from 3 credits to 2 credits, and update program prerequisites to require applicants to have completed basic EMT and CPR training. *Pending SBOE approval of Academic Certificate: State Proposal #2016-04.*

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<u>**ACTIONS APPROVED:**</u>

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

A. **B.B.A. Core Requirements, Specific Non-Business Course Requirements:** recommend deleting the statement: ~~Note: Classes listed below may also be used to satisfy General Education Objectives~~.

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar *CH*

cc: Daniel Ames, Associate Dean, College of Business

       Bob Houghton, UCC representative

Date: 9/21/2017

RE: Non-substantive change to curriculum

I would like to recommend that the following change be made to the B.B.A. Core Requirements, Specific Non-Business Course Requirements on page 166 of the 2017-18 catalog without requiring a full UCC proposal.

From:

Specific Non-Business Course Requirements

~~Note: Classes listed below may also be used to satisfy General Education Objectives.~~

CMP 2201	Business and Professional Communication	3
ENGL 1102	Critical Reading and Writing (Partially satisfies General Education Objective 1)	3
ENGL 3307	Professional and Technical Writing	3
or ENGL 3308	Business Communications	
Total Hours		9

To:

Specific Non-Business Course Requirements

CMP 2201	Business and Professional Communication	3
ENGL 1102	Critical Reading and Writing (Partially satisfies General Education Objective 1)	3
ENGL 3307	Professional and Technical Writing	3
or ENGL 3308	Business Communications	
Total Hours		9

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This change has no impact on any other department.

B. Bachelor of Arts or Bachelor of Science in Music: recommend deleting the last sentence in the descriptive paragraph: ~~Seventy credits of non-music courses are required in the B.A. and B.S. degrees.~~

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar

cc: Thom Hasenpflug, Music Department Chair

   Carmen Febles, UCC representative

Date: 9/21/2017

RE: Non-substantive change to curriculum

I would like to recommend that the following change be made to the B.A./B.S. in Music on page 137 of the 2017-18 catalog without requiring a full UCC proposal.

From:

Bachelor of Arts or Bachelor of Science in Music

The Bachelor of Arts in Music degree is a general music degree with additional electives in the arts and humanities. The Bachelor of Science in Music degree emphasizes the study of music with additional electives in science and mathematics. Seventy credits of non-music courses are required in the B.A. and B.S. degrees

To:

Bachelor of Arts or Bachelor of Science in Music

The Bachelor of Arts in Music degree is a general music degree with additional electives in the arts and humanities. The Bachelor of Science in Music degree emphasizes the study of music with additional electives in science and mathematics. ~~Seventy credits of non-music courses are required in the B.A. and B.S. degrees~~

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The previous language reflects the old requirement that an ISU degree contain 128 credits.

This change has no impact on any other department.

Undergraduate Curriculum Council (UCC)
October 19, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102
Volume XXXIII, Meeting 12 (19-12)
MINUTES – *Approved by Curriculum Council on October 26, 2017; Approved by Academic Affairs on*
November 9, 2017

A. PRELIMINARIES
1a. Attendance:

Members:	Brian Attebery, Susan Belliston , Geoffrey Bennett, Samuel D'Amico (ASISU), Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, Laura McKnight, Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst:	Catherine Read

1b. Excused: James Lai
1c. Guests: Jim Skidmore (GERC representative)

2. Council unanimously **approved** its Minutes for **August 31, 2017** and **September 14, 2017.**   Members subsequently voted unanimously by email to **approve** the Minutes for **September 21, 2017**.

3. Announcements –
  - Artist reception today in the Library from 4:00-6:00 p.m. Light refreshments will be served.
  - Student portal grade look-up is not working at the moment, IT is busy trying to fix it. Workaround is to click on Summer 2017 then on Fall 2017 and it should open properly.

4. Report from the Executive Committee:
    Executive Committee met and put Proposals #28 and #29 on today's Consent Calendar.

5. Information from Academic Affairs: no report

6. Current Subcommittee Activities:
    a. General Education Requirements Committee (GERC) –
        GERC met with the Discipline Group reps and discussed what transpired at the Statewide Gen Ed Summit. Awaiting a few assessment plans to review. Assessment reports are due November 1.

    b. BAS Committee – canceled its meeting, will meet again in November.
                        .
7. Information from the Chair:
    UCC has to get all its work for the 2018-19 catalog completed before Thanksgiving Break. Finish up proposals in process and get them submitted very soon, otherwise they will have to wait until the next catalog.

8. Information from the Faculty Senate and other Councils: none

9. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

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

Curriculum, Course and Program Change Proposals:

Council voted to move **Proposals #28** and **#29** from New Business to the Consent Calendar since the changes were simple and straightforward. Council then **approved** the Consent Calendar in its entirety.

1. Council **approved** as part of the Consent Calendar Proposal #28 from **Music** (Appendix 1) to create new Chamber Jazz courses MUSP 1176 and MUSP 4476.

2. Council **approved** as part of the Consent Calendar Proposal #29 from **Anthropology** (Appendix 2) to create new courses ANTH 4429 and ANTH 4433, and various course and curriculum housekeeping updates.

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

1. Council voted (with chair's abstention) to **approve**, pending resolution of repeatability question for GS 4420, **Revised** Proposal #1 **as amended** (formerly *2017-18 Proposal #50*) from **Global Studies & Languages** (Appendix 3) for new ~~International~~ Global Studies courses and curriculum changes. Proposal has been substantially revised since last spring, and problems were addressed. All parties agreed this is a much better proposal now than it was originally, so the delay in approval last year was ultimately a good thing. It is now ready for UCC's consideration*. **Once this proposal is approved, History intends to delete their corresponding HIST 2249 World Regional Geography and remove it from the Gen Ed program**. *Changes will affect the Graduate catalog.* **GERC has approved IS 2270 as Objective 9 Gen Ed course.** SBOE has approved the program name change from International Studies to Global Studies: **2017-LON-01**. *[Repeatability for GS 4420 was subsequently confirmed and the proposal was updated, so all conditions for approval have been met.]*

2. Proposal #19 from **School of Nursing** to delete NURS 2204, 2204L, 3381, 4418, 4418L, 4430 and 4431, and make a few minor course changes, including updating pre-requisites. **Tabled again** to finish working out inconsistencies with the other proposals from Nursing.

3. Council voted (with chair's abstention) to **approve** Proposal #24 **as amended** from **Fire Services Administration** (Appendix 4) for course and curricular updates to align with national curriculum requirements, and to eliminate the Political Science emphasis, substituting a recommended Emergency Management minor instead. Was tabled last time awaiting impact from Political Science, which has since been received. *Requires approval of Letter of Notification #2017-LON-09 by SBOE.*

Remain Tabled:

1. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. Other problems regarding the nature of CTE courses have since arisen that require resolution. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU*. (Corresponds to **State Proposal #2017-03**).

2. Proposal #9 from **Student Success Center** for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. **Tabled** last time for Enrollment Management signature. Since then, a concern arose about the number of these credits that should be allowed to count toward a degree; suggested they be subject to the "Specialized Credit Limitations" section of the catalog. Other concerns were raised as well. Houghton has scheduled a meeting with Selena Grace.

3. Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Dept.

4. Proposal #20 from **Global Studies & Languages** to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and to update degree requirements. *Requires GERC approval.* **Tabled** awaiting GERC's decision.

E. **NEW BUSINESS** –
    State Proposals: -- none this week

    Curriculum, Course and Program Change Proposals:

Council voted to approve and immediately **table** the following proposals. Then the Council **untabled** them for discussion.

1. Proposal #25 from **Nursing** to create new courses NURS 4400 and NURS 4405, and to update the Bachelor of Science (BS) Completion requirements. **Tabled** to work out inconsistencies with the other two Nursing proposals.

2. Council voted (with chair's abstention) to **approve** Proposal #26 **as amended** from **Communication, Media, and Persuasion** (Appendix 5) to update and change the names of CMP minors, change "options" to "tracks" and add a new course CMP 4424. *Changes will affect the Graduate catalog. Requires approval of 2017-LON-08 by SBOE.*

3. Council voted (with chair's abstention) to **approve** Proposal #27 from **English & Philosophy** to add ENGL 4477 to Literary Option 1, and to update repeatability and prerequisites for ENGL 3327, 3348, and 4405.

4. Council voted (with chair's abstention) to **approve** Proposal #30 from **Psychology** (Appendix 7) to delete PSYC 2211 and remove the credit restriction on PSYC 4467.

5. Proposal #31 from **History** to delete HIST 2204, change the course titles for HIST 1120 and 4491, and update some course descriptions. **Tabled** awaiting GERC impact.

6. Council voted (9 for, 0 opposed, 3 abstentions) to **approve** Proposal #32 from **Mathematics & Statistics** (Appendix 8) to delete MATH 4435 and replace it with new course MATH 3335, and to delete MATH 4473.

7. Council voted (with chair's abstention) to **approve** Proposal #33 from **Physics** (Appendix 9) to change the co-requisite requirements for introductory PHYS laboratory courses to include pre-reqs or co-reqs.

8. Council voted (with chair's abstention) to **approve** Proposal #34 **as amended** from **Chemistry** (Appendix 10) to add BIOL 1101 and BIOL 1101L to Chemistry degree requirements and update CHEM 4407 course pre-requisites.

F. **ADJOURNMENT:**   4:20 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED:

1. Proposal #28 from **Music** to create new Chamber Jazz courses MUSP 1176 and MUSP 4476.

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2. Proposal #29 from **Anthropology** to create new courses ANTH 4429 and ANTH 4433, and various course and curriculum housekeeping updates.

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3. **Revised** Proposal #1 **as amended** (formerly *2017-18 Proposal #50*) from **Global Studies & Languages** for new ~~International~~ Global Studies courses and curriculum changes. Proposal has been substantially revised

since last spring, and problems were addressed. It is now ready for UCC's consideration. *Changes will affect the Graduate catalog.* **GERC has approved IS 2270 as Objective 9 Gen Ed course.** SBOE has approved the program name change from International Studies to Global Studies: **#2017-LON-01**. Repeatability for GS 4420 was subsequently confirmed and the proposal was updated..

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4. Proposal #24 **as amended** from **Fire Services Administration** for course and curricular updates to align with national curriculum requirements, and to eliminate the Political Science emphasis, substituting a recommended Emergency Management minor instead. Was tabled last time awaiting impact from Political Science, which has since been received. *Requires approval of Letter of Notification #2017-LON-09 by SBOE.*

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5. Proposal #26 **as amended** from **Communication, Media, and Persuasion** to update and change the names of CMP minors, change "options" to "tracks" and add a new course CMP 4424. *Changes will affect the Graduate catalog. Requires approval of 2017-LON-08 by SBOE.*

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6. Proposal #27 from **English & Philosophy** to add ENGL 4477 to Literary Option 1, and to update repeatability and prerequisites for ENGL 3327, 3348, and 4405.

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7. Proposal #30 from **Psychology** to delete PSYC 2211 and remove the credit restriction on PSYC 4467.

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8. Proposal #32 from **Mathematics & Statistics** to delete MATH 4435 and replace it with new course MATH 3335, and to delete MATH 4473.

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9. Proposal #33 from **Physics** to change the co-requisite requirements for introductory PHYS laboratory courses to include pre-reqs or co-reqs.

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10. Proposal #34 **as amended** from **Chemistry** to add BIOL 1101 **and BIOL 1101L** to Chemistry degree requirements and update CHEM 4407 course pre-requisites.

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Undergraduate Curriculum Council (UCC)
October 26, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102
Volume XXXIII, Meeting 13 (19-13)
MINUTES – *Approved by Curriculum Council via email vote on October 27, 2017; Approved by*
Academic Affairs on November 16, 2017

PRELIMINARIES
   1a. Attendance:
      Members: Brian Attebery, Susan Belliston , Geoffrey Bennett, Samuel D'Amico (ASISU),
                         Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair),
                         Spencer Jardine, James Lai, Laura McKnight, Joanne Toevs
      Ex-Officio: Chris Hunt, Joanne Tokle, Emily White, Corey Zink
      Admin. Asst: Catherine Read
   1b. Excused: JoAnn Hertz
   1c. Guests: Brad Broschinsky (telecom) and Nicolle Johnson (graduate student observers)

2. Council unanimously **approved** its Minutes for **October 5, 2017** and **October 19, 2017**

3. Announcements
      The Library is hosting its annual Faculty Showcase displaying faculty creative and scholarly
      works next Thursday, November 2, from 4:30-6:30 p.m.

4. Report from the Executive Committee:
      The Executive Committee met earlier today and decided which proposals should go on next
      week's agenda Consent Calendar.

5. Information from Academic Affairs:
      Tokle reported there is a new State Proposal form to be used for new State proposals. Proposals
      currently in process will be accepted on the old form, but all future proposals need the new form.
      The new form is scheduled to be posted to Academic Affairs' website tomorrow.

6. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC)
         Council unanimously **accepted** GERC's Minutes for **August 22, 2017**

   b. BAS Committee – meets next week.
                              .

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils: none

9. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

Council unanimously **approved** all items on the Consent Calendar:

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

1. **B.S in Mechanical Engineering, Mechanical Engineering Course Requirements:** recommend adding CE 3361 as an alternative to CE 3360 for Engineering Economics since the department has traditionally accepted this similar course, and their students have been taking it, so there should be no impact on the Civil Engineering department:

CE 3360 or	Engineering Economics	2
CE 3361	Engineering Economics and Management	3

   Council **approved** this catalog change as part of the Consent Calendar. (Appendix A)

Curriculum, Course and Program Change Proposals:

1. Council **approved** as part of the Consent Calendar Proposal #35 from **CoTech BAS Program** (Appendix 1) for additional POLS, MGT and CMP elective courses for the BAS in Paralegal Studies degree.

2. Council **approved** as part of the Consent Calendar Proposal #36 from **Dental Hygiene** (Appendix 2) to delete DENT 4412 and make minor course housekeeping changes. *[No changes in Part C – so deleted that section from proposal]*

3. Council **approved** as part of the Consent Calendar Proposal #42 from **Occupational Therapy Assistant** program (Appendix 3) to change course sequencing to start in fall semester rather than spring, and to update course pre-requisites.

D. **UNFINISHED BUSINESS**

Curriculum, Course and Program Change Proposals:

1. Council voted to **approve** (with chair's abstention) Proposal #31 from **History** (Appendix 4) to delete HIST 2204, change the course titles for HIST 1120 and 4491, and update some course descriptions. Was tabled last time awaiting GERC impact, which has been received and entered into the proposal.

Remain Tabled:

1. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. Other problems regarding the nature of CTE courses have since arisen that require resolution. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

2. Proposal #9 from **Student Success Center** for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. **Tabled** last time for Enrollment Management signature. Since then, a concern arose about the number of these credits that should be allowed to count toward a degree; suggested they be subject to the "Specialized Credit Limitations" section of the catalog. Other concerns were raised as well.

3. Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Department and resolution of big-picture concerns.

4. Proposal #19 from **School of Nursing** to delete NURS 2204, 2204L, 3381, 4418, 4418L, 4430 and 4431, and make a few minor course changes, including updating pre-requisites. **Tabled** to work out inconsistencies with the other proposals from Nursing.

5. Proposal #20 from **Global Studies & Languages** to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and to update degree requirements. *Requires GERC approval.* **Tabled** awaiting GERC's decision.

6. Proposal #25 from **Nursing** to create new courses NURS 4400 and NURS 4405, and to update the Bachelor of Science (BS) Completion requirements. **Tabled** to work out inconsistencies with the other proposals from Nursing.

E. **NEW BUSINESS**

State Proposals:

1. Council voted to **endorse** (with chair's abstention) **State Proposal #2017-06** for an Intermediate Technical Certificate (ITC) in Architectural Drafting. (Appendix S-1)

Curriculum, Course and Program Change Proposals:

1. Council voted to **approve** (with chair's abstention) Proposal # 37 from **Computer Aided Design & Drafting** (CADD) program (Appendix 5) to create a new Intermediate Technical Certificate in Architectural Drafting and to update courses and curriculum. *Requires SBOE approval of **State Proposal #2017-06.***

2. Council voted to **approve** (with chair's abstention) Proposal #38 from **Health Occupations** (Appendix 6) department to change program pre-requisites for the Advanced Technical Certificate in Pharmacy Technology.

3. Council voted to **approve** (with chair's abstention) Proposal #39 as amended from **Health Education** (Appendix 7) to rename the undergraduate degree to Community and Public Health, and update courses and curriculum to meet State and accreditation standards. *Requires SBOE approval of Letter of Notification #2017-LON-05.*

4. Council voted to **approve** (with chair's abstention) Proposal #40 as amended from **Dietetics** (Appendix 8) for changes in basic Nutrition courses and prerequisite updates.

5. Proposal #41 from **Child & Family Studies** to change the program name to Family & Consumer Sciences and change all course codes (prefixes) from CFS to FCS. **Tabled** to get short course titles for three courses, and to resolve the dilemma created by the approval of deleting NTD 1139 in Proposal #40. *Requires SBOE approval of Letter of Notification #2017-LON-03.*

6. Council voted to **approve** (with two abstentions) Proposal #43 from **Sociology, Social Work & Criminology** (Appendix 9) to delete SOC 2250 and SOC 4467, and change course titles and descriptions for SOC 1102, SOC 3321, and SOC 3335. UCC discussed and decided to approve the course title change for SOC1102 despite its deviation from the titles of similar gen ed courses at ISU's sister institutions.

7. Council voted to **approve** (with chair's abstention) Proposal #44 from **Business & Services Department** (Appendix 10) to change Business Technology program to start in Fall semester only, add new courses, and update curriculum.

8. Council voted to **approve** (with chair's abstention) [Proposal #45](#) from **Technical Department** ([Appendix 11](#)) to delete ITS 0175, ITS 0200 and ITS 0210, update Information Technology Systems courses and sequencing, add new courses.

9. Council voted to **approve** (with chair's abstention) [Proposal #46](#) from **Technical Department** ([Appendix 12](#)) to update curriculum and courses for Unmanned Aerial Systems, including deleting UAS 0105, UAS 0222, and UAS 0264, and adding new courses UAS 0225 and UAS 0240.

10. Council voted to **approve** (with chair's abstention) [Proposal #47](#) from **Trade & Industrial Department** ([Appendix 13](#)) to update Aircraft Maintenance Technology courses and curriculum in accordance with FAA changes.

F. ADJOURNMENT: 4:15 p.m.

APPENDICES

STATE PROPOSAL ENDORSED:

S-1. [**State Proposal #2017-06**](#) for an Intermediate Technical Certificate (ITC) in Architectural Drafting, with [Attachment B](#).

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #35](#) from **CoTech BAS Program** for additional POLS, MGT and CMP elective courses for the BAS in Paralegal Studies degree.

   [Back to List](#)

2. [Proposal #36](#) from **Dental Hygiene** to delete DENT 4412 and make minor course housekeeping changes.

   [Back to List](#)

3. [Proposal #42](#) from **Occupational Therapy Assistant** program to change course sequencing to start in fall semester rather than spring, and to update course pre-requisites.

   [Back to List](#)

4. [Proposal #31](#) from **History** to delete HIST 2204, change the course titles for HIST 1120 and 4491, and update some course descriptions. Was tabled last time awaiting GERC impact, which has since been received and entered into the proposal.

   [Back to List](#)

5. [Proposal # 37](#) from **Computer Aided Design & Drafting** (CADD) program to create a new Intermediate Technical Certificate in Architectural Drafting, and to update courses and curriculum. *Requires SBOE approval of **State Proposal #2017-06.***

   [Back to List](#)

6. [Proposal #38](#) from **Health Occupations** department to change program pre-requisites for the Advanced Technical Certificate in Pharmacy Technology.

   [Back to List](#)

7. [Proposal #39](#) <u>as amended</u> from **Health Education** to rename the undergraduate degree to Community and Public Health, and update courses and curriculum to meet State and accreditation standards. *Requires SBOE approval of Letter of Notification #2017-LON-05.*

8. [Proposal #40](#) <u>as amended</u> from **Dietetics** for changes in basic Nutrition courses and prerequisite updates.

9. [Proposal #43](#) from **Sociology, Social Work & Criminology** to delete SOC 2250 and SOC 4467, and change course titles and descriptions for SOC 1102, SOC 3321, and SOC 3335. UCC discussed and decided to approve the course title change for SOC1102 despite its deviation from the titles of similar gen ed courses at ISU's sister institutions.

10. [Proposal #44](#) from **Business & Services Department** to change Business Technology program to start in Fall semester only, add new courses, and update curriculum.

11. [Proposal #45](#) from **Technical Department** to delete ITS 0175, ITS 0200 and ITS 0210, update Information Technology Systems courses and sequencing, add new courses.

12. [Proposal #46](#) from **Technical Department** to update curriculum and courses for Unmanned Aerial Systems, including deleting UAS 0105, UAS 0222, and UAS 0264, and adding new courses UAS 0225 and UAS 0240.

13. [Proposal #47](#) from **Trade & Industrial Department** to update Aircraft Maintenance Technology courses and curriculum in accordance with FAA changes.

ACTIONS APPROVED:

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

A. **B.S in Mechanical Engineering, Mechanical Engineering Course Requirements:** recommend adding CE 3361 Engineering Economics and Management as an alternative to CE 3360 for Engineering Economics since the department has traditionally accepted this similar course, and their students have been taking it, so there should be no impact on the Civil Engineering department:

CE 3360 <u>or</u>	Engineering Economics	2
CE 3361	Engineering Economics and Management	3

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar

cc: Mary Hofle, Mechanical Engineering

Date: October 5, 2017

RE: Non-substantive change to curriculum

I would like to recommend that the following change be made to the BS in Mechanical Engineering on page 349 of the 2017-18 catalog without requiring a full UCC proposal.

From:

Mechanical Engineering Course Requirements:

CE/ME 2210	Engineering Statics [1]	3
EE 2240	Introduction to Electrical Circuits	3
CE/ME 3350	Mechanics of Materials [1]	3
CE 3360	Engineering Economics	2

To:
Mechanical Engineering Course Requirements:

CE/ME 2210	Engineering Statics [1]	3
EE 2240	Introduction to Electrical Circuits	3
CE/ME 3350	Mechanics of Materials [1]	3
CE 3360 or CE 3361	Engineering Economics Engineering Economics and Management	2 3

The department has traditionally accepted this similar course, and their students have been taking it, so there should be no impact on the Civil Engineering department

_____

Undergraduate Curriculum Council (UCC)
November 2, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102
Volume XXXIII, Meeting 14 (19-14)
MINUTES – *Approved by Curriculum Council via email vote on November 6, 2017; Approved by Academic*
Affairs on November 16, 2017

A. PRELIMINARIES

1a. Attendance:
Members:	Susan Belliston, , Samuel D'Amico (ASISU), Carmen Febles, Lisa Goss, Mary Hofle, Bob Houghton (chair), Spencer Jardine, James Lai, Laura McKnight, Joanne Toevs
Ex-Officio:	JoAnn Hertz, Chris Hunt, Joanne Tokle, Corey Zink
Admin. Asst:	Catherine Read

1b. Excused: Brian Attebery, Geoffrey Bennett, Weldon Hill; Emily White
1c. Guests: Jim Skidmore

2. Minutes for approval – none, the Minutes for October 26, 2017 were approved via email vote.

3. Announcements – Faculty Showcase in the Library this afternoon from 4:30-6:30 p.m. recognizing the research and creative works of ISU faculty.

4. Report from the Executive Committee: did not meet

5. Information from Academic Affairs: none

6. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC)
      Skidmore reported GERC discussed the SPAN 2210 gen ed course proposal. Various concerns were raised about how significant the cultural component of the course was since it was being proposed for Objective 9: Cultural Diversity. GERC requested further information from the department. The course proposal for SPAN 2211 has not been submitted yet, held off to see what happens with this proposal.

      Departments are submitting their Gen Ed Assessment Reports, which were due yesterday. GERC will not review them systematically at this point, but will take a look at any problems that come to their attention. GERC is still figuring out the new assessment process. The Objective Review Committees will review the assessment plans in depth during the 5-Year Review cycle.

      Council **accepted** GERC's Minutes for **October 31, 2017**

   b. BAS Committee – meets next week
      .
7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils: none

9. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

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

Curriculum, Course and Program Change Proposals:

The Executive Committee had reviewed these proposals last week and approved them for today's Consent Calendar; all are simple, straightforward, and do not have much impact on other units. Council **approved** the Consent Calendar in its entirety:

1. Council **approved** as part of the Consent Calendar Proposal #48 from **ESTEC** (Appendix 1) to update courses and curriculum for the Intermediate Technical Certificate and the A.A.S. degree in **Cyber Physical Security**, and to create new ESET courses.

2. Council **approved** as part of the Consent Calendar Proposal #49 from **ESTEC: Instrumentation Engineering Technology Program** (Appendix 2) to update pre- and co-requisites in INTC courses.

3. Council **approved** as part of the Consent Calendar Proposal #50 from **ESTEC** (Appendix 3) to add ESET 0100L to the requirements for the A.A.S. degree in **Electrical Engineering Technology**.

4. Council **approved** as part of the Consent Calendar Proposal #51 from **Early Childhood Care & Education** (Appendix 4) to create new course CHLD 0115, correct course semester offerings, and to make minor course changes.

5. Council **approved** as part of the Consent Calendar Proposal #52 from **Computer Science** (Appendix 5) to rename CS 2275 from Computer Organization and Assembly to Systems Programming and Assembly.

6. Council **approved** as part of the Consent Calendar Proposal #53 from **Sociology, Social Work & Criminology** (Appendix 6) to change the course level for SOWK 3371 Social Welfare Policy to SOWK 4471 Social Welfare Policy by deleting SOWK 3371 and creating new course SOWK 4471.

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

1. Council **approved** (with chair's abstention) Proposal #41 **as amended** from **Child & Family Studies** (Appendix 7) to change the program name to Family & Consumer Sciences and change all course codes (prefixes) from CFS to FCS. Was tabled last time to get short course titles for three courses, and to resolve the dilemma created by the approval of changes to NTD 1139 in Proposal #40. Changes were made and this proposal is now ready for consideration. *Requires approval of Letter of Notification #2017-LON-03 by SBOE.*

2. Council **approved** (with chair's abstention) Proposal #19 **as amended** from **School of Nursing** (Appendix 8) to delete NURS 2204, 2204L, 3381, 4418, 4418L, 4430 and 4431, and make a few minor course changes, including updating pre-requisites. Had been tabled to work out inconsistencies with the other proposals from Nursing, which have all been resolved.

3. Council **approved** (with chair's abstention) Proposal #25 **as amended** from **Nursing** (Appendix 9) to create new courses NURS 4400 and NURS 4405, and to update the Bachelor of Science (BS) Completion requirements. Had been tabled to work out inconsistencies with the other proposals from Nursing, which have all been resolved.

Remain Tabled:

1. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. Other problems regarding the nature of CTE courses have since arisen that require resolution. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to State Proposal #2017-03).

2. Proposal #9 from **Student Success Center** for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. **Tabled** last time for Enrollment Management signature. Since then, a concern arose about the number of these credits that should be allowed to count toward a degree; suggested they be subject to the "Specialized Credit Limitations" section of the catalog. Other concerns were raised as well.

3. Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Department and resolution of big-picture concerns.

4. Proposal #20 from **Global Studies & Languages** to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and to update degree requirements. *Requires GERC approval.* **Tabled** awaiting GERC's decision.

E. **NEW BUSINESS** –

State Proposals: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved** (with chair's abstention) Proposal #54 **as amended** from the **Accelerated Nursing Program** (Appendix 10) for course and curriculum changes, including creating and deleting several NURS courses and updating pre-requisites.

F. **ADJOURNMENT: 3:44 p.m.**

APPENDICES

CURRICULUM PROPOSALS APPROVED:

1. Proposal #48 from **ESTEC** to update courses and curriculum for the Intermediate Technical Certificate and the A.A.S. degree in Cyber Physical Security, and to create new ESET courses.

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2. Proposal #49 from **ESTEC: Instrumentation Engineering Technology Program** to update pre- and co-requisites in INTC courses..

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3. Proposal #50 from **ESTEC** to add ESET 0100L to the requirements for the A.A.S. degree in Electrical Engineering Technology

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4. Proposal #51 from **Early Childhood Care & Education** to create new course CHLD 0115, correct course semester offerings, and to make minor course changes.

    Back to List

5. Proposal #52 from **Computer Science** to rename CS 2275 from Computer Organization and Assembly to Systems Programming and Assembly.

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6. Proposal #53 from **Sociology, Social Work & Criminology** to change the course level for SOWK 3371 Social Welfare Policy to SOWK 4471 Social Welfare Policy by deleting SOWK 3371 and creating new course SOWK 4471.

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7. Proposal #41 **as amended** from **Child & Family Studies** to change the program name to Family & Consumer Sciences and change all course codes (prefixes) from CFS to FCS. *Requires approval of Letter of Notification #2017-LON-03 by SBOE.*

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8. Proposal #19 **as amended** from **School of Nursing** to delete NURS 2204, 2204L, 3381, 4418, 4418L, 4430 and 4431, and make a few minor course changes, including updating pre-requisites.

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9. Proposal #25 **as amended** from **Nursing** to create new courses NURS 4400 and NURS 4405, and to update the Bachelor of Science (BS) Completion requirements.

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10. Proposal #54 **as amended** from the **Accelerated Nursing Program** for course and curriculum changes, including creating and deleting several NURS courses and updating pre-requisites.

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Undergraduate Curriculum Council (UCC)
November 9, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102
Volume XXXIII, Meeting 15 (19-15)
MINUTES – *Approved by Curriculum Council via email vote on November 20, 2017; Approved by Academic*
    Affairs on December 6, 2017

A. PRELIMINARIES
   1a. Attendance:
     Members: Brian Attebery, Geoffrey Bennett, Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle,
                              Bob Houghton (chair), Spencer Jardine, James Lai, Laura McKnight, Joanne Toevs
       Ex-Officio: JoAnn Hertz,   Chris Hunt, Joanne Tokle, Emily White,
       Admin. Asst: Catherine Read
   1b. Excused: Sam D'Amico, Susan Belliston
       Absent: Corey Zink
   1c. Guests: none

2. Minutes for approval – none, the Minutes for **November 2, 2017** were approved via email vote.
    Academic Affairs has approved UCC Minutes for Aug. 31, Sept. 14, Sept 21, Oct 5 & Oct. 19

3. Announcements – none

4. Report from the Executive Committee: agreed via email to put Proposal #63 on today's Consent
Calendar

5. Information from Academic Affairs:
   - State Proposal **#2017-02 Basic Technical Certificate in Pharmacy Technology** has completed the
     30-day review period and is currently being reviewed by the State Board Office's Executive Director.
     (Corresponds to UCC AY2019 Proposal #4)

   - State Proposal **#2017-06 CADD Intermediate Technical Certificate in Architectural Drafting** has
     been sent to the SBOE and is out for its 30-day review, which ends Dec. 8, 2017. (Corresponds to
     UCC AY2019 Proposal #37)

   - Several **Letters of Notification** drafts have been sent to the Provost for review and are awaiting her
     approval and signature.

   - Other: SOC 1102 course title change -- SBOE common course numbers and titles
        SBOE released a draft of proposed common course numbers and titles, and SOC 1102 was on
        that list as "Social Problems." Tokle talked to the Chair of Sociology today and she agreed the
        SOC 1102 course title should not change at this time. UCC approved the name change on
        October 26.

   UCC **voted to revisit the Sociology proposal** at the end the New Business section on today's agenda.

6. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) -- meets this coming Tuesday, Nov. 14.
        SPAN 2210 course will be on their agenda to consider as an Objective 9 Gen Ed course.

   b. BAS Committee – will meet next Friday.
                                          .
7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils: none

9. Other related information or questions:
   - Associate Deans and Academic Affairs have reviewed and accepted UCC's Minutes for Aug. 31, Sept. 14, Sept, 21, Oct 5 and Oct 19. The proposals approved in those meetings are approved for the 2018-19 catalog.
   - All proposals received have been processed; four are still in process and should be coming in the next few days.
   - GERC

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

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

Council **approved** the Consent Calendar in its entirety, with 2 abstentions.

Curriculum, Course and Program Change Proposals:

1. Council **approved** as part of the Consent Calendar Proposal #63 from **Mechanical Engineering** (Appendix 1) to add MATH 2275 Calculus III as a Pre- or Co-requisite to ME 3307 and ME 3320, in accordance with a recent recommendation by the Accreditation Board for Engineering and Technology (ABET), which will introduce students to essential material earlier in the program sequence.

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

Withdrawn by Department:

1. **Student Success Center** has **WITHDRAWN** Proposal #9 from for new Peer Mentoring courses ACAD 2240, 2250, 3340 and 4440. Had been tabled to address concerns about creating new courses very similar to existing ones, and the number of this type of non-discipline-related credits that should be allowed to count toward a degree; suggested they be subject to the "Specialized Credit Limitations" section of the catalog.
   Per Kelly Moor, the program has decided to use existing courses ACAD 2220 AND 4450 instead of creating new courses.

Remain Tabled:

1. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. Other problems regarding the nature of CTE courses have since arisen that require resolution. *The Program still needs to submit Degree MAPs to Central Academic Advising. Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

2. Proposal #18 from the **Student Success Center** for a new course ACAD 1106 American Culture and the University Experience geared toward international students. **Tabled** awaiting impact from English Department and resolution of big-picture concerns. A meeting with the entities is scheduled for this coming Monday.

3. Proposal #20 from **Global Studies & Languages** to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and to update degree requirements. *Requires GERC approval.* **Tabled** awaiting GERC's decision.

E. **NEW BUSINESS** –

State Proposals: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved** (with chair's abstention) Proposal #55 **as amended** from **Communication Sciences & Disorders** (Appendix 2) to delete CSD 4435 and 4435L, create new courses CSD 3310, 3350 and 3350 to restructure course content into more manageable and sequentially logical segments.

2. Council **approved** (with chair's abstention) Proposal #56 **as amended** from **Communication Sciences & Disorders** (Appendix 3) to change course titles and descriptions and restructure undergraduate course content to focus more on Language Science and less on Language Disorders, which is more fully addressed in Master's level courses.

3. Proposal #57 from **ESTEC: Energy Systems Engineering Technology** program for course and curriculum changes to allow students to use more first-year course credits toward an (existing) Intermediate Technology Certificate. **Tabled** awaiting impact from Math department.

4. Proposal #58 from **ESTEC: Energy Systems Mechanical Engineering Technology** program for course and curriculum changes designed to align more closely with recent industry recommendations from the Technical Advisory Committee. **Tabled** to be considered with related Proposals #57 and #59.

5. Proposal #59 from **ESTEC: Energy Systems nuclear Operations Technology** program for course and curriculum changes to align more closely with recent industry recommendations. **Tabled** awaiting impact from Math department.

6. Council **approved** (with chair's abstention) Proposal #60 from **Trade & Technical: Civil Engineering Technology** program (Appendix 4) for course and curriculum changes to better facilitate transition and articulation with the Surveying and Geomatics Engineering Technology program.

7. Council **approved** (with chair's abstention) Proposal #61 from **Trade & Technical: Surveying and Geomatics Engineering Technology** program (Appendix 5) for course and curriculum updates, including a new requirement for students entering the program to have an A.A.S .degree in Civil Engineering Technology, and to better facilitate transition and articulation between the two programs.

8. Council **approved** (with chair's abstention) Proposal #62 **as amended** from **History** (Appendix 6) to delete HIST 2249 World Regional Geography from the undergraduate catalog and from the General Education Program, Objective 9. The course has been replaced by the new course GS 2270, World Regional Geography and Culture, which was approved by GERC and UCC as an Objective 9 Gen Ed course. *GERC has no objections to removing this course from the General Education Program.*

9. Council **approved** (with chair's abstention) Proposal #64 from **English & Philosophy** (Appendix 7) to delete PHIL 2225 Philosophy of the Old Testament which has not been taught in many years, and to update the minor in Philosophy and Religion with History courses recently added that focus on world religious issues rather than cultural aspects.

10. Council **approved** (with chair's abstention) Proposal #65 from **Geosciences** (Appendix 8) to delete GEOL 1108 and GEOL 1108L from the undergraduate catalog and from the Gen Ed Program, Objective 8, since it has never been taught nor does the department wish to offer it in the future.

11. Proposal #66 from **Chemistry** to change Co-requisites to Pre- or Co-Reqs for CHEM lecture and lab courses to allow students to retake a lecture course without having to repeat the corresponding lab unnecessarily or to petition for an override. *Requires GERC approval of changes to Gen Ed Obj 5 courses CHEM 1111 and 1112.* **Tabled** awaiting impact response from GERC.

Reconsider Approved Proposal:

Council voted to **reconsider** Proposal #43 from **Sociology, Social Work & Criminology** and revisit the approval for changing SOC 1102 course title from "Social Problems" to "Current Social Issues." The SBOE is considering implementing common course numbers and titles for some of the GEM gen ed courses, including SOC 1102. All but one other institution title this course "Social Problems", and that is the SBOE's preferred title, at least at this point. No final decision has been made by SBOE as yet. **Tabled** for another week to await further information from the SBOE.

F.   ADJOURNMENT: 4:28 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED:

1. Proposal #63 from **Mechanical Engineering** to add MATH 2275 Calculus III as a Pre- or Co-requisite to ME 3307 and ME 3320, in accordance with a recent recommendation by the Accreditation Board for Engineering and Technology (ABET), which will introduce students to essential material earlier in the program sequence.

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2. Proposal #55 **as amended** from **Communication Sciences & Disorders** to delete CSD 4435 and 4435L, create new courses CSD 3310, 3350 and 3350 to restructure course content into more manageable and sequentially logical segments.

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3. Proposal #56 **as amended** from **Communication Sciences & Disorders** to change course titles and descriptions and restructure undergraduate course content to focus more on Language Science and less on Language Disorders, which is more fully addressed in Master's level courses.

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Undergraduate Curriculum Council (UCC)
November 16, 2017 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102
Volume XXXIII, Meeting 16 (19-16)
MINUTES – *Approved by Curriculum Council on November 20, 2017 via email vote; Approved by Academic*
 Affairs on December 6, 2017

A. PRELIMINARIES
 1a. Attendance:
   Members: Brian Attebery, Geoffrey Bennett, Samuel D'Amico (ASISU), Carmen Febles, Lisa
          Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, Laura
          McKnight
   Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
   Admin. Asst: Catherine Read
 1b. Excused: Susan Belliston, James Lai, Joanne Toevs
 1c. Guests: none

 2. Minutes for approval **November 9, 2017 –** will be voted on by email

 3. Announcements – Thanksgiving is next week!

 4. Report from the Executive Committee:
    Executive Committee reviewed Proposal #68 and chose to put it on today's Consent Calendar, along
    with two Catalog Change Memos from the Registrar's Office.

 5. Information from Academic Affairs:
    • Academic Affairs has approved the actions and proposals in
       UCC's Minutes for Aug. 31, Sept. 14, Sept 21, Oct 5, Oct. 19, Oct. 26, and Nov. 2
       GERC's Minutes for Aug. 22 and Oct. 31
    • The SBOE has **approved** the Basic Technical Certificate in Pharmacy Technology (**State
       Proposal #2017-02**)
    • Letters of Notification awaiting approval – status update
       Several LONs were approved by the Provost and will be sent to SBOE tomorrow.
    • Other: SOC 1102 course title change -- SBOE common course numbering
       SBOE's Gen Ed Committee will be working on this over the next few months. SBOE has
       created a draft of common GEM courses, including common numbers and titles, to be used
       across all higher ed institutions in the state, if implemented.

 6. Current Subcommittee Activities:
    a. General Education Requirements Committee (GERC)
    • Selena Grace attended GERC meeting on Tuesday, Nov. 14 for a discussion on how Academic
       Affairs can support their assessment work and encourage participation by departmental faculty.
       GERC was supportive of hiring a university assessment coordinator and buying assessment
       software to help colleges and departments with their assessment efforts.
    • GERC remanded SPAN 2210 Gen Ed Proposal & Assessment Plan for revision. Proposal #20
       was revised to delete all mention of new gen ed courses for Objective 9.
    • Elected next year's council officers:
       o Chair: Jim Skidmore; Vice Chair: Matt Wilson; Secretary: Andy Holland

    b. BAS Committee
       Will meet tomorrow.
                        .
 7. Information from the Chair:
    Representatives from the Student Success Center, Academic Affairs, and College of Arts & Letters
    met last week and discussed concerns with the perceived proliferation of ACAD courses and credits.

The interaction was positive and mutually satisfactory solutions are being worked out. The proposal approval chain will be clarified as well.

8. Information from the Faculty Senate and other Councils: none

9. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR

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

1. ~~**B.A. in Spanish for the Health Professions** recommend adding "(2 Semesters)" and changing the credits from 4 to 8 for SPAN 4460 in the list of courses under A. Linguistic Core:~~

   a. ~~SPAN 3301   Spanish Conversation and Composition I   3~~
   b. ~~OR~~
   c. ~~SPAN 3302   Spanish Conversation and Composition II   3~~
   d. ~~SPAN 4400   Spanish Advanced Grammar   3~~
   e. ~~SPAN 4460   Spanish Translation and Interpretation~~ (2 Semesters)   ~~4~~ 8

   This item was **removed** from the Consent Calendar since it is included in Proposal #20.

Council **approved** the remaining items on the Consent Calendar:

2. **B.S. in Dietetics** recommend reducing the GPA requirement for admission requirements from a C to a C- to fix a discrepancy found during a recent accreditation visit:

   Admission Requirements:
   1. Accumulative GPA of 3.0 or above on a 4.0 scale.
   2. Completion of required courses listed under pre-dietetics with no course grade lower than a ~~C~~ C- in any of the following classes:

   Council **approved** this catalog change as part of the Consent Calendar (Appendix A).

Curriculum, Course and Program Change Proposals:

1. Council **approved** as part of the Consent Calendar Proposal #68 from **Sport Science & Physical Education** (Appendix 1) to remove the pre-requisite from PEAC 1186B Intermediate Fly Fishing.

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals:

1. Council **approved** (with chair's abstention) Proposal #18 from the **Student Success Center** (Appendix 2) for a new course ACAD 1106 American Culture and the University Experience geared toward international students. Had been tabled awaiting impact from English Department and resolution of big-picture concerns. The response from English has been received, and the larger concerns are under discussion by the interested parties.

2. Council **approved** (with chair's abstention) Proposal #20 **as amended** from **Global Studies & Languages** (Appendix 3) ~~to add SPAN 2210 and SPAN 2211 as Gen Ed Objective 9 courses and~~ to update degree requirements. GERC **remanded** the gen ed course proposal and assessment plan back to the department for revisions. **These courses were not approved for Objective 9 nor for the Gen Ed**

program in the 2018-19 catalog. The proposal has been <u>revised</u> to delete the proposed references to Objective 9.

3. Council **approved** (with chair's abstention) Proposal #43 **as amended** from **Sociology, Social Work & Criminology** (Appendix 4) to delete SOC 2250 and SOC 4467, and change course titles and descriptions for ~~SOC 1102~~, SOC 3321, and SOC 3335. UCC discussed and decided on October 26, 2017 to approve the course title change for SOC1102 despite its deviation from the titles of similar gen ed courses at ISU's sister institutions. *This proposal was reintroduced to UCC's agenda last week and **tabled** pending more information regarding the SBOE's intentions regarding common course titles.* After Tokle's update, **the Council decided against changing the SOC 1102 course title yet,** preferring to wait until the SBOE has made a final determination regarding common gen ed courses in each GEM Objective.

4. Council **approved** (with chair's abstention) Proposal #57 **as amended** from **ESTEC: Energy Systems Engineering Technology** program (Appendix 5) for course and curriculum changes to allow students to use more first-year course credits toward an (existing) Intermediate Technology Certificate. Had been tabled awaiting impact response from Math, which has since been received.

5. Council **approved** (with chair's abstention) Proposal #58 from **ESTEC: Energy Systems Mechanical Engineering Technology** program (Appendix 6) for course and curriculum changes designed to align more closely with recent industry recommendations from the Technical Advisory Committee.   Had been tabled along with Proposals #57 and 59 so they can all be considered together.

6. Council **approved** (with chair's abstention) Proposal #59 from **ESTEC: Energy Systems nuclear Operations Technology** program (Appendix 7) for course and curriculum changes to align more closely with recent industry recommendations. Had been tabled awaiting impact response from Math, which has since been received.

7. Council **approved** (with chair's abstention) Proposal #66 from **Chemistry** (Appendix 8) to change Co-requisites to Pre- or Co-Reqs for CHEM lecture and lab courses to allow students to retake a lecture course without having to repeat the corresponding lab unnecessarily or to petition for an override. *GERC has no concerns about the proposed changes to Gen Ed Objective 5 courses CHEM 1111 and 1112.*

Remains Tabled:

1. Proposal #5 from the **Bachelor of Applied Science Program** to create a new BAS major in Robotics & Communications Systems Engineering Technology. **Tabled** (with 1 opposed) for further deliberation to define criteria and policy for 'upper division' classification. Other problems regarding the nature of CTE courses have since arisen that require resolution. *Requires approval by SBOE and NWCCU.* (Corresponds to **State Proposal #2017-03**).

E. **NEW BUSINESS** –

State Proposals: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved** (with chair's abstention) Proposal #67 **as amended** from **Teacher Education Studies: Secondary Education** (Appendix 9) to create a new 30-credit Endorsement in Family Consumer Science to allow teacher candidates more options in choosing this major. *Requires SBOE approval of Letter of Notification #2017-LON-11.*

2. Council **approved** (with chair's abstention) Proposal #69 **as amended** from the **College of Business** and **Health Care Administration** (Appendix 10) to change the pre-reqs for ACCT 4490 and to create new courses HCA 4410, HCA 4416, HCA 4417, and HCA 4460 to match 5000-level courses in the related graduate program.

3. Council **approved** (with chair's abstention) [Proposal #70](#) **as amended** from the **Theatre Department** ([Appendix 11](#)) for course and curriculum changes in accordance with recommendations from their accrediting body.

4. Council **approved** (with chair's abstention) [Proposal #71](#) **as amended** from **Special Education** ([Appendix 12](#)) for course and curriculum updates to the SPED program.

5. Council **approved** (with chair's abstention) [Proposal #72](#) from **Teacher Education Studies** ([Appendix 13](#)) to change name of the Elementary and Secondary Education Endorsements from English as a New Language (**ENL**) to English as a Second Language (**ESL)** and to update the program curriculum to match the State's program name change and new State standards. *Requires SBOE approval of Letter of Notification #2017-LON-10.*

Next semester the Council should discuss standardizing course semester offering designations (i.e., F, S, Su, D)

F. ADJOURNMENT: 4:30 p.m.

APPENDICES

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #68](#) from **Sport Science & Physical Education** to remove the pre-requisite from PEAC 1186B Intermediate Fly Fishing.

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ACTIONS APPROVED:

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

A. **B.S. in Dietetics** recommend reducing the GPA requirement for admission requirements from a C to a C- to fix a discrepancy found during a recent accreditation visit:

    Admission Requirements:
1. Accumulative GPA of 3.0 or above on a 4.0 scale.
2. Completion of required courses listed under pre-dietetics with no course grade lower than a ~~C~~ C- in any of the following classes:

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar *CH*

cc: Laura McKnight

Date: November 16, 2017

RE: Non-substantive change to curriculum

I would like to recommend that the following change be made to the admission requirements for the B.S. in Dietetics on page 137 of the 2018-19 catalog without requiring a full UCC proposal.

Bachelor of Science in Dietetics

Admission Requirements:
Accumulative GPA of 3.0 or above on a 4.0 scale.
Completion of required courses listed under pre-dietetics with no course grade lower than a C- in any of the following classes:

_____

The only change is to reduce the GPA requirement for the admission requirements from a C to a a C-. This is a discrepancy that was found during a recent accreditation visit. This change has no impact on any other department.