

Undergraduate Curriculum Council (UCC)

January 25, 2018 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102

Volume XXXIV, Meeting 1 (20-01)

MINUTES – Approved by Curriculum Council via email on February 1, 2018; Approved by Academic Affairs on February 13, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Sujata Bhandari (ASISU), 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, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Susan Belliston, Geoffrey Bennett, Carmen Febles

1c. Guests: Jim Skidmore (GERC)

2. Minutes for approval – none, all were approved

3. Announcements

- a. Welcome to new ASISU Senator representative **Sujata Bhandari**, replacing Sam D'Amico. Members introduced themselves.

4. Report from the Executive Committee:

Discussed and approved two Change Memos for 2018-19 catalog to be on today's Consent Calendar.

5. Information from Academic Affairs:

- a. GERC's final Gen Ed course list for the 2018-19 catalog was approved by Assoc. Deans and Academic Affairs on Jan. 24, 2018.

- b. State Gen Ed Common Course Numbering

The State Board is mandating common GEM Gen Ed courses across all Idaho universities and colleges in Objectives 1 through 6, to be implemented for the 2019-20 undergraduate catalog. Some minor details and discrepancies still need to be worked out. Tokle and Read presented the informal spreadsheet comparison they had put together showing how ISU's courses matched up with the SBOE's list. UCC members will have an active role in shepherding the necessary catalog changes through the proposal approval process this year. Discussion. There is some leeway for choosing different course titles if all the institutions agree and use the same title. Tokle will keep this council informed as more details become available.

6. Current Subcommittee Activities:

- a. General Education Requirements Committee (GERC)

- i. UCC had accepted GERC's Minutes for **September 12, 2017** and **September 26, 2017** via email on Nov. 17, 2017. More Minutes will be forthcoming for UCC's acceptance once GERC approves them.

- ii. Skidmore reported GERC is working through the annual assessment data submitted by departments last fall, identifying areas where confusion is apparent. Still need to find some way of recognizing when a course was not offered in a semester or year.

- b. BAS Committee

- i. Council **accepted** BAS Minutes for **September 29, 2017**

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:
 - a. New videoconferencing equipment is being installed in the Faculty Senate conference room this week. The old equipment is over 10 years old and is considered obsolete by the vendor, who no longer provides support or maintenance.
 - b. Academic Standards Committee:
 - Academic Standing probation policy has several changes: Good Standing, Academic Warning, Probation, and Dismissal, now without credit limits imposed. Advisors will work with individual students about taking fewer credits per semester.
 - Resident Credit requirements were changed.
 - Graduation with Distinction: added Summa Cum Laude, Magna Cum Laude, and Cum Laude in addition to the Honors degree distinction.
 - Two concurrent degrees has eliminated the additional 32-credit requirement
 - Earning a second bachelor's degree requires additional 15 credits if the first degree was awarded by ISU, or 30 credits if degree is from elsewhere.
 - Now require students contact departments to declare a major or minor; not adequate to simply put it on application or profile
9. Other related information or questions: none

B. INFORMATION ITEMS

1. State Proposal Status

Approved by SBOE: Letters of Notification

- 2017-LON-01: International Studies name change to Global Studies ([UCC AY2019 Proposal #1](#))
- 2017-LON-02: College of Technology Reorganization (*no catalog changes needed*)
- 2017-LON-03: Child & Family Studies name change to Family & Consumer Sciences ([UCC AY2019 Proposal #41](#))
- 2017-LON-04: remove Int'l Commerce minor and Native Amer. Business Admin. Emphasis ([UCC AY2019-Proposal 6](#))
- 2017-LON-06: English Department change name of minors ([UCC AY2019 Proposal #15](#) and [UCC AY2019 Proposal #16](#))
- 2017-LON-07: Animal Assisted Therapy Certificate (LON) (**Graduate catalog only**)
- 2017-LON-08: CMP rename Minors and change emphasis "Options" to "Tracks" ([UCC AY2019 Proposal # 26](#))
- 2017-LON-09: Fire Services Administration eliminate Political Science emphasis ([UCC AY2019 Proposal #24](#))

Approved by SBOE: State proposals Approved by SBOE:

- 2017-02 Pharmacy Technology Program (BTC) ([UCC AY2019 Proposal #4](#))
- 2017-06 CADD Architectural Drafting - Intermediate Technical Certificate ([UCC Proposal #37](#))
- 2017-08 Doctor of Physical Therapy expansion to Meridian (*no catalog changes needed*)

Awaiting SBOE action: Letters of Notification:

- 2017-LON-05: Department of Community and Public Health change of degree name (from Health Education) ([UCC AY2019 Proposal #39](#)) (**LON sent to SBOE on 1/16/2018**)
- 2017-LON-10: CoEd - change English as New Language (ENL) to English as Second Language (ESL) ([UCC AY2019 Proposal 72](#)) (**LON sent to SBOE on 1/16/2018**)
- 2017-LON-11: CoEd new 30-Credit Endorsement for Family Consumer Science ([UCC AY2019 Proposal #67](#)) (**LON sent to SBOE on 1/16/2018; also has to go to the Professional Standards Committee for their approval, so it may not be approved in time for the 2018-19 catalog.**)

C. CONSENT CALENDAR

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

1. Council **approved** Change Memo for **2018-19** Catalog as part of the Consent Calendar: [Appendix A](#))
Add new course **HCA 4440 Healthcare Economics and Policy** as the matching undergraduate course for HCA 5540 in the Graduate Catalog.
2. Council **approved** Change Memo for **2018-19** Catalog as part of the Consent Calendar: ([Appendix B](#))
Corrections to [Proposal #39](#) from Community and Public Health:
 - **HE 4410** and **HE 4490** both include references to the program “Health Education” which was changed to “**Community and Public Health**”. These references need to be updated.
 - There are multiple errors in the program requirements for the “Health Education 45 Credit Endorsement”:
 - o It appears from the proposal that HE 4432 was removed from the program requirements, and it should remain.
 - o A new course was added, **HE 4444**, but not added to the program requirements.
 - o The text “Plus ONE-THREE of the following courses (Minimum 3 credits)” should instead read, “Plus one of the following courses (Minimum 3 credits)”The Health Education 45-Credit endorsement will be incorrect without these changes.

Council **approved** Items #1 and #2 on the Consent Calendar.

This Change Memo process is working very well, and allows the Registrar’s Office to clean up the catalog without having to wait a full year. **Consider adding this process to the Council’s Bylaws.**

Pulled from Consent Calendar, will be on next week’s agenda if Executive Committee approves:

3. Change Memo for **2018-19** Catalog:
College of Technology grade requirements in their handbooks not reflected in the catalog.

Curriculum, Course and Program Change Proposals: none this week

D. UNFINISHED BUSINESS

Curriculum, Course and Program Change Proposals: none this week

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 –

Curriculum, Course and Program Change Proposals: none this week

1. Council Officers for Next Year – Chair, Vice Chair, and Secretary
Eligible members: Carmen Febles, Bob Houghton, Joanne Toevs, Lisa Goss, Geoffrey Bennett, Weldon Hill, Susan Belliston, Laura McKnight
Members were asked to submit nominations for consideration next meeting.

2. Course Audit proposition

Suggest this council audit the undergraduate catalog to identify courses that have not been taught in several years and ask departments to consider cleaning up the undergraduate catalog by deleting their extraneous courses. This could be a summer project for a small subcommittee to work with the Registrar's Office to create a list of courses that have not been taught in three years, five years, and seven years or more. Council would then take a look at the data in the fall and decide whether to take it to departments to consider whether they want to delete those course(s), or take some other action. Discussion. Think about this idea and bring suggestions to the next next meeting.


F. ADJOURNMENT: 4:03 p.m.

ACTIONS APPROVED:

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

A: Change Memo for 2018-19 Catalog:

Add new course **HCA 4440 Healthcare Economics and Policy** as the matching undergraduate course for HCA 5540 in the Graduate Catalog.

To: Undergraduate Curriculum Council Executive Committee
From: Chris Hunt, Associate Registrar 
cc:
Date: January 22, 2018
RE: Addition of HCE 4440 for 2018-19 catalog

I would like to recommend that the following course be added to the 2018-19 catalog:

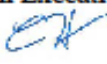
FIELD	PROPOSED NEW COURSE INFO
Subject Code:	HCA
Course Number:	4440
Short Course Title:	Healthcare Economics and Policy
Long Course Title:	Healthcare Economics and Policy
Credit Hours:	3
Default Grading Mode:	Letter
Available Grading Modes:	
Repeatability:	no
Course Description	Introduction to the economic theory, methods, and tools needed to analyze the healthcare industry, including the acute care, physician services, pharmaceutical, and healthcare insurance markets. Explores historical and current issues and trends in U.S. healthcare policy. D
Requisite Statement:	
Minimum Required Grade for Pre- and/or Co-reqs:	
Registration Restrictions:	
Equivalencies:	
Fulfills Gen Ed Objective:	
Terms Offered:	D
Rationale:	This is a matching 4000 level course for a 5000 course in the proposed MHA.

There was a Graduate Council proposal to add the curriculum for the Masters in Healthcare Administration that was approved both by Graduate Council and the SBOE. HCA 5540 was one of the courses added and the corresponding undergraduate course HCE 4440 does not yet exist in the undergraduate catalog. This memo documents the addition of the corresponding course.

This change has no impact on any other department.

B: Change Memo for 2018-19 Catalog:

Corrections to [Proposal #39](#) from Community and Public Health:

To: Undergraduate Curriculum Council Executive Committee
From: Chris Hunt, Associate Registrar 
cc: Janette Olsen, Laura McKnight, Jamie Webster, Joanne Toevs
Date: January 22, 2018
RE: Corrections to Proposal 39 from Community and Public Health for the 2018-19 Catalog

I would like to recommend that the following changes be made to Proposal 39 from Community and Public Health:

- HE 4410 and HE 4490 both include references to the program “Health Education” which was changed to “Community and Public Health”. These references need to be updated.
- There are multiple errors in the program requirements for the “Health Education 45 Credit Endorsement”:
 - It appears from the proposal that HE 4432 was removed from the program requirements, and it should remain.
 - A new course was added, HE 4444, but not added to the program requirements.
 - The text “Plus ONE-THREE of the following courses (Minimum 3 credits)” should instead read, “Plus one of the following courses (Minimum 3 credits)”

The Health Education 45 credit endorsement will be incorrect without these changes.

HE 4410 Health Behavior Change Theory and Application: 3 semester hours.

Provides a basic understanding of the social, emotional, and lifestyle factors related to health behavior. Strategies designed to identify barriers to behavior and to enhance the health of selected populations are examined. PREREQ: ~~Health Education major~~ Community and Public Health, Junior standing, [HE 2200](#), and [HE 2221](#). F, D

HE 4490 Practicum in Health Education: 4 semester hours.

Practical experience in a field based setting, congruent with student’s employment goals. Required for community/worksite health option students. Graded S/U. PREREQ: Senior standing in ~~Health Education~~ Community and Public Health and permission of instructor. F, S, Su

Health Education 45 Credit Endorsement

Prerequisites:

Admission to Teacher Education Program

Required Courses:	HE 2200	Promoting Wellness	3
	HE 2221	Introduction to Health Education	3
	HE 3340	Fitness and Wellness Programs	3
	& 3340L	<u>and Fitness and Wellness Programs Laboratory</u>	
	HE 3342	Stress and Emotional Health	3
		(THIS COURSE SHOULD BE INCLUDED AND NOT REMOVED)	
	HE 3383	<u>Epidemiology</u>	<u>3</u>
	HE 4410	Health Behavior Change Theory and Application	3
	HE 4420	Health Program Planning and Implementation	3
	HE 4430	Curriculum and Methods in Health Education	3
	HE 4432	Community and Public Health	3
	HE 4435	Health Program Evaluation and Research	3
	HE 4442	Environmental Health <u>and Health Education in Community and Public Health</u>	3
	HE 4443	Substance Abuse <u>and Health Education in Community and Public Health</u>	3
	HE 4444	Human Diseases in Community and Public Health	3
		(THIS COURSE SHOULD BE ADDED)	
	HE 4445	Human Sexuality <u>and Health Education in Community and Public Health</u>	<u>3</u>
	HE 4473	<u>Healthcare Strategic Planning and Marketing</u>	<u>3</u>
	NTD 2239	Nutrition	<u>3</u>
	<u>Approved Electives</u>		<u>3</u>
	<u>Plus ONE-THREE of the following courses (Minimum 3 credits)</u>		3
	<u>HE 3383 Epidemiology 3</u>		
	<u>HE 2211 Health Education Methods Elementary 1 (Required for K-12 endorsement)</u>		
	<u>HE 4405 Leadership and Policy 3</u>		
	<u>HE 4446 Communication Strategies in Community and Public Health 3</u>		
	<u>HE Approved Electives (1-3)</u>		
Total Credits			45

Undergraduate Curriculum Council (UCC)

February 8, 2018 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102

Volume XXXIV, Meeting 2 (20-02)

MINUTES – *Approved by UCC via email on February 15, 2018; Approved by Academic Affairs on February 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Susan Belliston, Sujata Bhandari (ASISU), Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, James Lai, Laura McKnight

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Geoffrey Bennett, Joanne Toevs

1c. Guests: none

2. Council **approved** its Minutes for **January 25, 2018** via email on February 1, 2018.
3. Announcements: Nepalese Night and Chinese Night are coming up soon. ISU Symphony performs this weekend.
4. Report from the Executive Committee: met just before this meeting, will integrate their report as today's agenda items are discussed.
5. Information from Academic Affairs:
 - a. Mid-Cycle Review Accreditation update -- Joanne Tokle
NWCCU accepted ISU's Fall 2017 mid-cycle review report. Recommendations #3 and #4 regarding assessment and institutional planning from the Fall 2014 Year 7 Evaluation Report have been met, so ISU now has a clean slate and is on track for the next Year 7 Evaluation in Fall 2021.
6. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC)
 - i. Council has **accepted** GERC Minutes for **October 10, 2017, November 14, 2017, November 28, 2017, December 5, 2017, January 9, 2018, and January 23, 2018**
 - b. BAS Committee meets this Friday.
7. Information from the Chair: none
8. Information from the Faculty Senate and other Councils:

Faculty Senate issued call for volunteers to be in a Faculty Appeals Board pool.
9. Other related information or questions: none

B. INFORMATION ITEMS

1. State Proposal Status

Approved by SBOE: Letters of Notification

2017-LON-10: CoEd - change English as New Language (ENL) to English as Second Language (ESL) ([UCC AY2019 Proposal 72](#))

2017-LON-05: Department of Community and Public Health change of degree name (from Health Education) ([UCC AY2019 Proposal #39](#))

Awaiting SBOE action: Letters of Notification:

2017-LON-11: CoEd new 30-Credit Endorsement for Family Consumer Science ([UCC AY2019 Proposal #67](#)) (*LON sent to SBOE on 1/16/2018; needs approval from Professional Standards Committee*).

This one is unlikely to be approved in time for the 2018-19 catalog.

C. CONSENT CALENDAR

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

1. Council **approved**, as part of the Consent Calendar, Change Memo for **2018-19** Catalog: ([Appendix A](#))
Add “PREREQ: Admission to Teacher Education Program” to EDUC 4460 and EDUC 4463:

EDUC 4460 Foundations of ESL: 3 semester hours.

Study of ESL learner characteristics, historical, philosophical, cultural and linguistic foundations of ESL. Theories of language acquisition and those of leaders in the field will be included. PREREQ: **Admission to Teacher Education Program AF**

EDUC 4463 ESL Methods: 3 semester hours.

Language assessment, planning, and delivery, for teaching limited English proficient K-12 students. Appropriate methods for students at various developmental stages of language acquisition will be studied. PREREQ: **Admission to Teacher Education Program, EDUC 4460** or permission of instructor.
AS

2. Council **approved**, as part of the Consent Calendar, Change Memo for **2018-19** Catalog: ([Appendix B](#))
Publish College of Technology minimum grade requirements for each program in the catalog.

These requirements would need to be added to the following programs:

- Computer Aided Design Drafting Technology – a D- or better.
- Computerized Machining Technology – a D- or better.
- Automotive Collision Repair and Refinishing – a D- or better.
- Diesel/On-Site Power Generation Technology – a D- or better.
- Aircraft Maintenance Technology – a C- or better.
- Information Technology Systems – a C- or better.
- Law Enforcement – a C- or better.
- Massage Therapy – a C- or better.
- Practical Nursing – a C- or better.
- Associate Degree Registered Nurse – a C or better.
- Occupational Therapy Assistant – a C or better.
- Pharmacy Technology – a C or better.
- Physical Therapist Assistant – a C or better.
- Robotics and Communications Systems Engineering Technology – a C- or better.
- Surveying and Geomatics Engineering Technology – a C- or better.
- Unmanned Aerial Systems – a C- or better.
- Respiratory Therapy – a C- or better.

3. Council **approved**, as part of the Consent Calendar, Change Memo for **2018-19** Catalog: ([Appendix C](#))
Clarify requirements for University Honors Distinction and Honors Degree:

Change to:

Requirements for Distinction in the University Honors Program

Honors coursework

(Honors coursework may include any combination of the following: H designated courses e.g., ECON 2202-H, CHEM 1111-H), Honors specific courses (e.g., HONS 1101, HONS 1102), and Honors Contract courses (see description below).

[HONS 3391](#)

Honors Seminar

18

1

Total Hours 19

Requirements for Degree in the University Honors Program

Honors Coursework		23
(Honors coursework may include any combination of the following: H designated courses (e.g., MGT 3312-H, CHEM 3301-H), Honors specific courses (e.g., HONS 2220, HONS 3393), and Honors Contract courses (including Independent Problems (e.g., EE 4481) or Senior Thesis (e.g., BIOL 4493), also see description below).		
Upper Division Honors Coursework		6
HONS 3391	Honors Seminar	2
HONS 4493	Honors Senior Thesis or Project	1-3
Defense of Honors Thesis		
Total Hours		32-35

Council voted unanimously to **approve** all three items on the Consent Calendar.

Curriculum, Course and Program Change Proposals: none this week

Several 2019-20 Proposal requests have been received and are being processed. A new [Tracking Sheet](#) has been created for this catalog year, and the [Proposal Form](#) was updated.

D. UNFINISHED BUSINESS

1. Council Officers for Next Year – Call for Nominations

Eligible members: Carmen Febles, Bob Houghton, Joanne Toeves, Lisa Goss, Geoffrey Bennett, Weldon Hill, Susan Belliston, Laura McKnight

Council **elected** the following Officers for the 2018-19 Academic Year:

Chair: Bob Houghton
Vice Chair: Susan Belliston
Secretary: Carmen Febles

2. Catalog Cleanup proposition – further discussion from last week

Suggest this semester UCC do a feasibility study whether to identify which courses have not been taught for several years. Work with Chris Hunt and Vince Miller to create the list this summer. Discussion. Houghton will bring a draft memo to UCC's next meeting directed to department chairs encouraging them to take a look at their programs and course offerings with an eye to cleaning up the catalog. It is misleading to students if the catalog lists courses that are inactive or no longer offered. UCC may consider a one-time streamlined catalog change process to help departments easily remove outmoded courses for the 2019-20 catalog.

Curriculum, Course and Program Change Proposals: none this week

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**).

Houghton will arrange to meet with Debra Ronneberg to discuss next steps on this proposal.

E. NEW BUSINESS –

1. UCC Website Upgrade – any changes or suggestions to incorporate?
Layout and format of UCC’s new website will be based on GERC’s recently upgraded website. Members were asked to review the content on UCC’s current website and make suggestions if changes or corrections are needed. While the new website is under construction, the current website will be updated to accommodate the new 2019-20 catalog cycle. White and Read have set up the new online Proposal Request Form, the Proposal Status Tracking Sheet and Proposal template. **UCC is now open for 2019-20 business.**
2. Proposed Bylaws change to add Change Memo process
After discussion, the Council decided this is a procedural change rather than a Bylaws issue. Read will draft text for the Catalog Change Proposal General Information section of the website.

Council **officially reviewed its Bylaws** as it is required to do every three years. No changes were deemed necessary, though a couple of minor questions arose:

- Clarify with Academic Standards Committee which council, if either, has purview over transfer policies and standards for award of ISU credit.
- Academic Affairs needs to determine where the **Student Success Center** (ACAD, HONS) and **Museum** (MUSE) are housed so UCC will know which council representative is responsible for shepherding those proposals through the catalog change process.

Curriculum, Course and Program Change Proposals: none this week

New proposal requests are coming in so members were asked to watch the [Tracking Sheet](#) and work with their constituent Proposal Originators.

F. ADJOURNMENT: 4:15 p.m.

APPENDICES


ACTIONS APPROVED:

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

A. Change Memo for **2018-19** Catalog:

Add “PREREQ: Admission to Teacher Education Program” to EDUC 4460 and EDUC 4463:

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar 

cc: Joanne Toevs, Jamie Webster

Date: January 31, 2018

RE: Corrections to Course prerequisites EDUC 4460, EDUC 4463

I would like to recommend that the following prerequisite statement be added to EDUC 4460 *Foundations of ESL* and EDUC 4463 *ESL Methods* for the 2018-19 catalog:

PREREQ: Admission to Teacher Education Program

Rationale: EDUC 4460 and EDUC 4463 draw heavily on the candidates ability to understand cognitive development, scaffolded learning theories and the ability to write, implement and assess lessons in a K-12 teaching environment. Candidates who have not been admitted to the teacher preparation program, lack foundational skills to successfully complete the class. By adding admission to the teacher education program as a

prerequisite, we can ensure that candidates possess the necessary foundational knowledge to be successful in the classes.

EDUC 4460 Foundations of ESL: 3 semester hours.

Study of ESL learner characteristics, historical, philosophical, cultural and linguistic foundations of ESL. Theories of language acquisition and those of leaders in the field will be included. PREREQ: Admission to Teacher Education Program AF

EDUC 4463 ESL Methods: 3 semester hours.


Language assessment, planning, and delivery, for teaching limited English proficient K-12 students. Appropriate methods for students at various developmental stages of language acquisition will be studied. PREREQ: Admission to Teacher Education Program, EDUC 4460 or permission of instructor. AS

This change has no impact on any other department.

B. Change Memo for 2018-19 Catalog:

Publish College of Technology minimum grade requirements for each program in the catalog.

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar 

cc: Corey Zink, Geoffrey Bennett, Weldon Hill

Date: January 31, 2018

RE: Clarification of grade requirements in College of Technology program requirements

Some, but not all College of Technology program requirements in the undergraduate catalog include a phrase similar to the following:

“This program requires students to achieve certain grades in order to advance each semester. Specific information is available in the program’s student handbook.”

The College of Technology would like for the minimum grades required to continue in the program to be published in the undergraduate catalog for all programs.

These requirements would need to be added to the following programs:


- Computer Aided Design Drafting Technology – a D- or better.
- Computerized Machining Technology – a D- or better.
- Automotive Collision Repair and Refinishing – a D- or better.
- Diesel/On-Site Power Generation Technology – a D- or better.
- Aircraft Maintenance Technology – a C- or better.
- Information Technology Systems – a C- or better.
- Law Enforcement – a C- or better.
- Massage Therapy – a C- or better.
- Practical Nursing – a C- or better.
- Associate Degree Registered Nurse – a C or better.
- Occupational Therapy Assistant – a C or better.
- Pharmacy Technology – a C or better.
- Physical Therapist Assistant – a C or better.
- Robotics and Communications Systems Engineering Technology – a C- or better.
- Surveying and Geomatics Engineering Technology – a C- or better.
- Unmanned Aerial Systems – a C- or better.
- Respiratory Therapy – a C- or better.

This change has no impact on any other department.

C. Change Memo for 2018-19 Catalog:

Clarify requirements for University Honors Distinction and Honors Degree:

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar 

cc: Cindy Hill, Sherri Dienstfrey-Swanson

Date: February 2, 2018

RE: Clarification of requirements for University Honors Distinction and Degree

I would like to recommend that the following changes be made to the requirements for the University Honors Distinction and Degree for the 2018-19 catalog. The changes are not substantive but are a simplification and clarification to reduce student confusion.

To:

Requirements for Distinction in the University Honors Program

Honors coursework		18
(Honors coursework may include any combination of the following: H designated courses e.g., ECON 2202-H, CHEM 1111-H), Honors specific courses (e.g., HONS 1101, HONS 1102), and Honors Contract courses (see description below).		
HONS 3391	Honors Seminar	1
Total Hours		19

Requirements for Degree in the University Honors Program

Honors Coursework		23
(Honors coursework may include any combination of the following: H designated courses (e.g., MGT 3312-H, CHEM 3301-H), Honors specific courses (e.g., HONS 2220, HONS 3393), and Honors Contract courses (including Independent Problems (e.g., EE 4481) or Senior Thesis (e.g., BIOL 4493), also see description below).		
Upper Division Honors Coursework		6
HONS 3391	Honors Seminar	2
HONS 4493	Honors Senior Thesis or Project	1-3
Defense of Honors Thesis		
Total Hours		32-35

From:

Requirements for Distinction in the University Honors Program

HONS 3391	Honors Seminar	1
Additional Honors coursework to reach 19 credits. (Coursework may include Honors Contract courses.)		
Total Hours		19

Highly Suggested 1st Year Honors Courses:

ENGL 1101	English Composition	3
HONS 1101	Honors Humanities I	3
HONS 1102	Honors Humanities II	3

Honors coursework may include the following offerings:

ACAD 1111	University Inquiry	3
ANTH 2237	Peoples and Cultures of the Old World	3
CHEM 1111 & 1111L	General Chemistry I and General Chemistry I Lab	5
CHEM 1112 & 1112L	General Chemistry II and General Chemistry II Lab	4
COMM 1101	Principles of Speech	3
EDUC 1110	Education and Schooling in the U.S.	3
EDUC 2204	Families Community Culture	3
ECON 2201	Principles of Macroeconomics	3
HONS 2220	Information Research Techniques	1
PHIL 1101	Introduction to Philosophy	3
POLS 1101	Introduction to United States Government	3
POLS 2202	Introduction to Politics Critical Thinking and Analysis	3
TGE 1257	Applied Ethics in Technology	3
THEA 1101	Survey of Theatre	3
THEA 1118	Oral Interpretation of Literature	3

Honors sections of other academic courses may be offered as opportunities arise.

Requirements for Degree in the University Honors Program

Completion of Honors Distinction	19
Upper Division Honors Contract Courses (Must include 1 credit of HONS 4493)	5
HONS 3391 Honors Seminar	1
HONS 4493 Honors Senior Thesis or Project	1-3
Honors Project, Thesis or Contract Courses	6
Defense of Honors Thesis	
Total Hours	32-34

**Undergraduate Curriculum Council (UCC)
February 15, 2018 – virtual meeting by email
Volume XXXIV, Meeting 3 (20-03)**

MINUTES – Approved by Curriculum Council on March 8, 2018 via email ballot; Approved by Academic Affairs on April 9, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Susan Belliston, Sujata Bhandari (ASISU), Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair), Spencer Jardine, James Lai, Laura McKnight

1c. Guests: none

2. Council approved its Minutes for **February 8, 2018** via email on February 15, 2018.

3. Announcements -- -none

4. Report from the Executive Committee:

The Executive Committee decided to hold a virtual meeting via email this week instead of meeting in person. There were two Change Memos sent to the full UCC for consideration and vote, along with the Minutes from UCC and BAS Committee meetings.

5. Information from Academic Affairs: none this week

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – nothing this week

b. Council voted to **accept** BAS Committee's Minutes from **November 17, 2017**

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 – nothing this week

D. UNFINISHED BUSINESS

1. Catalog Cleanup – draft memo to department Chairs and program directors – forthcoming for next week

2. Change Memo Process website text – forthcoming for next week

Curriculum, Course and Program Change Proposals: none this week

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 –

Curriculum, Course and Program Change Proposals: none this week,
Proposal requests are coming in so please watch the [Tracking Sheet](#) and work with your POs.

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

1. Council **approved** the following Change Memo for **2018-19** Catalog (Appendix A)
Credit Changes to EDUC 3308 and EDUC 4408:

The College of Education has requested the following changes in course credits:

- EDUC 3308 from 4 credits to 3 credits, and,
- EDUC 4408 from 2 credits to 3 credits.

These courses were new in the 2017-18 catalog and have not yet been offered. This change would have no effect on any other department.

2. Council **approved** the following Change Memo for **2018-19** Catalog:
Adjust prerequisites for ENGL 1101P.

In order to both streamline the registration process into ENGL 1101P for students who have not yet taken the ACT or SAT, and ensure that international students receive the most effective English composition sequence placement, the method of checking prerequisites for ENGL 1101P needs to be adjusted for the 2018-19 undergraduate catalog. The course description for ENGL 1101P would change as shown below.

ENGL 1101P English Composition Plus: 4 semester hours.

Variation of ENGL 1101 in which students not placing into ENGL 1101 receive intensive supplemental instruction in reading, analyzing, and writing expository essays. Partially satisfies Objective 1 of the General Education Requirements. Equivalent to ENGL 1101. PREREQ: ~~IELTS* 7.0-7.5 or TOEFL 94-109 (iBT) or~~ ACT below 18 or SAT 440 or lower ~~or completion of ENGL 1123 with C- or better~~ or completion of ENGL 0090 with S. Placement for Intensive English Institute (IEI) students only: Average grade of A- or A in the final session of their prescribed course of study. Students admitted to the university without IELTS, TOEFL, ACT, or SAT scores, or without having attended the IEI should International Students will need to consult the Chair, Department of English and Philosophy, concerning placement. F, S

In the prerequisite checking configuration in the student information system, the actual check of SAT and ACT scores would be removed, while a registration restriction excluding international students would be added. This would allow domestic students who have not taken any placement exams to register for ENGL 1101P without any intervention, while it would ensure that the Department of English and Philosophy would have the opportunity to place international students in the composition course that best meets the student's need.

International students would still be able to place into either ENGL 1122 or ENGL 1123 based on their TOEFL or IELTS scores.


F. ADJOURNMENT: 5:00 p.m.

ACTIONS APPROVED:

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

A. Change Memo for 2018-19 Catalog:

Credit Changes to EDUC 3308 and EDUC 4408:

To: Undergraduate Curriculum Council Executive Committee
From: Chris Hunt, Associate Registrar 
cc: Joanne Toevs, Jamie Webster, Mark Neill
Date: February 8, 2018
RE: Credit Changes to EDUC 3308 and EDUC 4408

The College of Education has requested the following changes in course credits:


- EDUC 3308 from 4 credits to 3 credits, and,
- EDUC 4408 from 2 credits to 3 credits.

These courses were new in the 2017-18 catalog and have not yet been offered. This change would have no effect on any other department.

I would recommend that this change be made for the 2018-19 catalog.

B. Change Memo for 2018-19 Catalog:

Adjust prerequisites for ENGL 1101P.

To: Undergraduate Curriculum Council Executive Committee
From: Chris Hunt, Associate Registrar 
cc: Jennifer Attebery, Joanne Tokle, JoAnn Hertz
Date: February 7, 2018
RE: Adjusting prerequisites for ENGL 1101P.

In order to both streamline the registration process into ENGL 1101P for students who have not yet taken the ACT or SAT, and ensure that international students receive the most effective English composition sequence placement, the method of checking prerequisites for ENGL 1101P needs to be adjusted for the 2018-19 undergraduate catalog. The course description for ENGL 1101P would change as shown below.

ENGL 1101P English Composition Plus: 4 semester hours.

Variation of ENGL 1101 in which students not placing into ENGL 1101 receive intensive supplemental instruction in reading, analyzing, and writing expository essays. Partially satisfies Objective 1 of the General Education Requirements. Equivalent to ENGL 1101. PREREQ: **IELTS***

~~7.0-7.5 or TOEFL 94-109 (iBT) or~~ ACT below 18 or SAT 440 or lower ~~or completion of ENGL 1123 with C- or better~~ or completion of ENGL 0090 with S. ~~Placement for Intensive English Institute (IEI) students only: Average grade of A- or A in the final session of their prescribed course of study. Students admitted to the university without IELTS, TOEFL, ACT, or SAT scores, or without having attended the IEI should~~ International Students will need to consult the Chair, Department of English and Philosophy, concerning placement. F, S

In the prerequisite checking configuration in the student information system, the actual check of SAT and ACT scores would be removed, while a registration restriction excluding international students would be added. This would allow domestic students who have not taken any placement exams to register for ENGL 1101P without any intervention, while it would ensure that the Department of English and Philosophy would have the opportunity to place international students in the composition course that best meets the student's need.

International students would still be able to place into either ENGL 1122 or ENGL 1123 based on their TOEFL or IELTS scores.

**Undergraduate Curriculum Council (UCC)
March 6-8, 2018 – virtual ‘meeting’ by email
Volume XXXIV, Meeting 4 (20-04)**

MINUTES – Approved by Curriculum Council on March 27, 2018; Accepted by Academic Affairs on April 23, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Susan Belliston, Geoffrey Bennett, Sujata Bhandari (ASISU),
Carmen Febles, Lisa Goss, Weldon Hill, Mary Hofle, Bob Houghton (chair),
Spencer Jardine, James Lai, Laura McKnight, Joanne Toevs

1c. Guests: none

2. Council approved its Minutes for **February 15, 2018** (virtual meeting by email)

B. INFORMATION ITEMS

1. **Proposal formally **Withdrawn** by Department** – will be replaced by a new proposal:
UCC AY2019 [Proposal #5](#) from the **Bachelor of Applied Science Program** to create a new
BAS major in Robotics & Communications Systems Engineering Technology.

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

1. Council voted by email to **approve** the Change Memo Process text to be posted to UCC’s website
([Appendix](#))

E. NEW BUSINESS

Curriculum, Course and Program Change Proposals: none this week,
Proposal requests are coming in so please watch the [Tracking Sheet](#) and work with your POs.

F. ADJOURNMENT: 5:00 p.m.

APPENDIX

Text to be added to UCC’s webpage: [Catalog Change Proposals: General Information](#) above the State
Proposal information:

**Catalog Change Memos -- originate from the Registrar’s Office for minor corrections and changes to the
catalog**

The UCC has implemented a process that allows the Registrar’s Office a way of correcting minor errors found
in the catalog or making minor changes that do not affect any other campus units without the need for a full
UCC proposal.

- Working with the affected department chair, the Registrar’s Office writes a Catalog Change Memo to
the UCC Executive Committee and the Department Chair explaining the need for the proposed
changes and showing exactly what changes would be made to the catalog.
- The UCC Executive Committee discusses the Change Memo at their next meeting and decides
whether the proposed changes should be considered for inclusion in the upcoming catalog.
- If so approved by the Executive Committee, the Change Memo is added to the UCC’s agenda and is
sent to the full UCC membership for their review and consideration. At that point the Change Memo
is treated in the same manner as a full proposal.

Undergraduate Curriculum Council (UCC)

March 29, 2018 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102

Volume XXXIV, Meeting 5 (20-05)

MINUTES – *Approved by Curriculum Council via email on April 2, 2018; Accepted by Academic Affairs on April 23, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Susan Belliston, Geoffrey Bennett, Sujata Bhandari (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

Admin. Asst: Catherine Read

1b. Excused: JoAnn Hertz

Absent: Corey Zink

1c. Guests: Jim Skidmore

2. Council **approved** its Minutes for **March 8, 2018** (virtual meeting by email)

3. Announcements – it's almost the end of the semester!

4. Report from the Executive Committee:

Executive Committee met today. Change Memo received from College of Education – did not follow the established process. Chris Hunt will talk with the college and create the proper change memo.

a. Common Gen Ed Course update and Plan of Action

UCC (i.e., Bob Houghton) will write a UCC catalog change proposal that incorporates all the gen ed course number and title changes mandated by the SBOE once the list is finalized in May. Houghton will work with the departments to get the relevant GERC proposals and assessment plans written and submitted, too. Tokle explained the SBOE was open to the Discipline Group reps working out the courses, numbers, and titles to be included on the final list, so there is some opportunity for faculty input. Discipline Groups' recommendations are due to SBOE by May 1, 2018.

b. Spring Semester Work Plan

Submit, process, and review all proposals requiring State Proposals before the end of this semester.

5. Information from Academic Affairs: none

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

Assessment of gen ed courses is continuing. The Five-Year Objective Review Committees met and prepared for their reports for Objectives 1 and 2. Next spring will be the Five-Year Review of Objectives 3 and 4, which will be a huge undertaking because of the number of courses in those two Objectives.

b. Council **accepted** BAS Committee Minutes for **February 9, 2018**

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Houghton reported Academic Affairs will be doing another round of Program Prioritization process this year, May through October. A faculty group is being formed to work on developing new metrics. Houghton will be a member of that committee; other interested faculty would be welcome to join.

9. Other related information or questions:

Tokle reported the University Assessment Committee is in the midst of purchasing assessment software: Taskstream and Aqua. Catherine Read will be learning to use the software this summer and will be able to help departments and GERC with their assessment efforts.

B. INFORMATION ITEMS

1. **State Proposal Inquiries – may materialize this semester, check with your units**

[Leadership New Certificate in Radiographic Science Sonography – full proposal needed](#)

UCC Proposal Request received and proposal created

[Leadership & Management in Robotics Technology \(BAS\) - full Proposal needed](#)

Department is writing a new proposal for this one

[New Certificates in BioMedical Ethics - one Undergraduate and one Graduate](#)

coming from DHS in cooperation with College of Arts & Letters, will require LON

[New BS degree in Respiratory Therapy - full proposal needed](#)

on 3-year plan, but no new info.. yet...

[Basic Tech. Certificate \(BTC\) in Paralegal Studies - full proposal needed](#)

on 3-year plan, but no new info.. yet...

[Intermediate Tech. Certificate \(ITC\) in Paralegal Specialty Studies -- full proposal needed](#)

on 3-year plan, but no new info.. yet...

Suggest keep these two Paralegal proposals separate, in both State and UCC proposals...

[Academic Certificate in Land Surveying -- full proposal needed](#)

on 3-year plan, but no new info.. yet...

[BS in Applied Math – full proposal needed](#)

Mary Hofle, UCC rep, inquired what this would need, then it was added to 3-year plan

[Dental Hygiene Expansion to Meridian - BS degree -- full proposal needed](#)

This will NOT affect UCC or Grad Council.

[Discontinue B.A. in Theatre, Film, and Video -- discontinuance proposal form](#)

[Discontinue B.A. in Spanish for Business and Professions -- discontinuance proposal form](#)

[Discontinue B.A. in German for Business and Professions -- discontinuance proposal form](#)

[Discontinue B.A. in French for Business and Professions -- discontinuance proposal form](#)

[Interprofessional Certificates in Medical Anthropology - one Undergraduate and one Graduate –](#)

will require LON

Any program change to take effect in the Fall 2019 catalog that requires SBOE approval must be approved by UCC and Academic Affairs this spring. Therefore, all State Proposals and their corresponding UCC proposals are due by **Monday, April 16, 2018**. Members will follow up with their respective units to get these proposals finished and submitted.

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: none this week

D. UNFINISHED BUSINESS

1. [New UCC Website](#) Presentation – discussion and approval

Read showed members the new website she created, which is now live and contains all the information and forms needed for the 2019-20 catalog cycle. Members liked the new layout.

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

E. NEW BUSINESS

State Proposals and Letters of Notification (LON): none this week

Curriculum, Course, and Program Change Proposals:

1. What's coming up for submission to UCC soon?

Members viewed the current [Proposal Status Tracking Sheet](#) and got a sense of which proposals are in the process of being created. Spring Due Date: Monday, **April 16, 2018** – two weeks away!

F. ADJOURNMENT: 3:38 p.m.

Undergraduate Curriculum Council (UCC)

April 12, 2018 – 3:00-5:00 p.m. in Faculty Senate Conference Room REND 301

Volume XXXIV, Meeting 6 (20-06)

MINUTES – Approved by Curriculum Council via email on May 3, 2018; Approved by Academic Affairs on May 22, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Brian Attebery, Geoffrey Bennett, Sujata Bhandari (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

Admin. Asst: Catherine Read

1b. Excused: Susan Belliston, James Lai, Corey Zink

1c. Guests: none

2. Minutes – none; those for **March 8, 2018** and **March 29, 2018** were **approved** by email vote

3. Announcements – finals are coming up in a couple of weeks

4. Report from the Executive Committee:

a. Catalog Cleanup Project update

The UCC Executive Committee met yesterday and discussed the data provided by Hunt of courses that have not been offered in several years. The data confirms that most programs have done a good job of keeping their course offerings relatively current. The Executive Committee will provide each program director and/or department chair their relevant information with a memo encouraging them to review their course offerings. The Executive Committee also reaffirmed UCC's authorization for Hunt to format the online catalog as necessary to make it more user friendly.

5. Information from Academic Affairs:

SBOE has approved ISU's reorganization of Kasiska Division of Health Sciences, still awaiting approval from North West accreditors (NWCCU). The new Colleges created were Nursing, Health Professions, and Rehabilitation & Communication Sciences in addition to the existing College of Pharmacy.

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

- UCC accepted GERC Minutes **for March 13, 2018** and **March 27, 2018** by email vote.
- GERC met on Tuesday and formally accepted the Fall 2017 assessment submissions and the Objective Review Reports for Objectives 1 and 2. They also discussed website updates and their year-end report and memo to departments.

b. BAS Committee – meets this Friday to review four degree plans. The BAS program is conducting their academic program review and is currently awaiting a report from their external reviewers.

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate has been soliciting faculty members from each college to serve on the Program Health task force which will start meeting in a month or so.

9. Other related information or questions: none

B. INFORMATION ITEMS

1. State Proposals Received by Academic Affairs for review

2018-01 MS in Computer Science (**Grad Catalog**) – full proposal completed

2018-02 MS in Nutrition (Dietetics) (**Grad Catalog**) – full proposal needed

New Certificate in Radiographic Science Sonography – preliminary draft of full proposal rec'd
UCC Proposal Request received and catalog change proposal was created

2. State Proposal Inquiries – may materialize this semester, check with your units

Leadership & Management in Robotics Technology (BAS) - full Proposal needed

Department is writing a new proposal for this one -- have to rewrite the Assoc degree problem first (catalog changes, not SBOE). Only curriculum changes will come through this catalog year.

New Certificates in BioMedical Ethics - one Undergraduate and one Graduate

coming from DHS in cooperation with College of Arts & Letters, will require LON

New BS degree in Respiratory Therapy - full proposal needed

on 3-year plan, but no new info.. yet... still no new info

Basic Tech. Certificate (BTC) in Paralegal Studies - full proposal needed

on 3-year plan, but no new info.. yet... will be delayed for a year

Intermediate Tech. Certificate (ITC) in Paralegal Specialty Studies -- full proposal needed

on 3-year plan, but no new info.. yet... will be delayed for a year

Suggest keep these two Paralegal proposals separate, in both State and UCC proposals...

Academic Certificate in Land Surveying -- full proposal needed

on 3-year plan, but no new info.. yet... might be coming this year

BS in Applied Math – full proposal needed

on 3-year plan, but no new info.. yet... this might be delayed till next year. The courses will probably come through on UCC proposal

Dental Hygiene Expansion to Meridian - BS degree -- full proposal needed

This will NOT affect UCC or Grad Council.

Interprofessional Certificates in Medical Anthropology - one Undergraduate and one Graduate -- will require LON

MA in Applied Linguistics - 2nd attempt - full proposal needed (**Grad Catalog**)

MS Clinical Psychopharmacy -- Full proposal needed (**Grad Catalog**)

Pharmacy:

MA in Pharmaceutical Sciences

Accelerated MS in Pharmaceutical Sciences

Accelerated PhD in Pharmaceutical Sciences

on 3-year plan, but no new info.. yet... these will be in the Grad Catalog

Proposed programs intended to start during the summer session effectively have to be submitted two years in advance. All program changes to be included in the Fall 2019 catalog must be submitted and approved by UCC this Spring (2018).

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: none this week

D. UNFINISHED BUSINESS

1. **Standardizing [Course Semester Offering Designations](#) (i.e., F, S, Su, D)**

from Nov. 16, 2017 UCC meeting discussion to consider this spring. Need some way to ensure departments follow their scheduling.

Hunt's spreadsheet was displayed for discussion. Codes of R1, R2, R3 and Se are not specific enough to enter into the catalog system and provide enough information for students to plan their schedules. Tension between necessary flexibility for departments to adjust schedules based on faculty availability and workloads versus students' ability to plan their schedules. Discussion.

There has to be some way for programs to know when courses will be offered in other departments so they can ensure their Degree MAPs and advice they give their students match when courses are actually offered, particularly in other departments. Registrar's reports only can accommodate F, S, Su because the other codes do not provide the necessary data to be included. Somehow there needs to be a central place accessible by the university community where deviations from the published course offering schedule can be listed.

ACTION:

Council voted (with 2 abstentions) to **approve** changing codes R1, R2, R3, and Se to D in the catalog. Hunt will draft a memo to department chairs for UCC to consider next time.
([Appendix A](#))

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

E. NEW BUSINESS

State Proposals and Letters of Notification (LON): none this week

Council voted to endorse all four State Proposals:

1. Council **endorsed** [State Proposal 2018-03](#) to Discontinue B.A. in **French** for Business and Professions ([Appendix S-1](#))
2. Council **endorsed** [State Proposal 2018-04](#) to Discontinue B.A. in **German** for Business and Professions ([Appendix S-2](#))
3. Council **endorsed** [State Proposal 2018-05](#) to Discontinue B.A. in **Spanish** for Business and Professions ([Appendix S-3](#))
4. Council **endorsed** [State Proposal 2018-06](#) to Discontinue B.A. in **Theatre, Film, and Video** ([Appendix S-4](#))

Curriculum, Course, and Program Change Proposals:

1. [Proposal #1](#) from **History** to remove the Foreign Language requirement from the B.A. in History
Council noted the objection raised by Global Studies in the impact response. Departments do have the prerogative of deciding their own program requirements, within accreditation constraints. Discussion ensued, and raised the necessity of redefining the difference between a Bachelor of Arts and a Bachelor of Science degree now that the language requirement is being eliminated. **Tabled** for further discussion next time.

2. Council **approved** [Proposal #2](#) from **Marketing and Management** to change course titles for MKTG 4465 and MKTG 4480 and to update the degree requirements for Marketing and for Management. ([Appendix 1](#))

Other Business:

1. What's coming up for submission to UCC soon?
Spring Due Date: Monday, **April 16, 2018** – four days away! Council reviewed the status of proposals in process listed on the Tracking Sheet.

F. ADJOURNMENT: 4:42 p.m.

APPENDICES

ACTION APPROVED:

- A.** Council voted (with 2 abstentions) to **approve** changing codes R1, R2, R3, and Se to D in the catalog. Hunt will draft a memo to department chairs for UCC to consider next time.

STATE PROPOSALS ENDORSED:

- S-1.** [State Proposal 2018-03](#) to Discontinue B.A. in **French** for Business and Professions (Corresponds to UCC AY2020 Proposal #3)
- S-2.** [State Proposal 2018-04](#) to Discontinue B.A. in **German** for Business and Professions (Corresponds to UCC AY2020 Proposal #3)
- S-3.** [State Proposal 2018-05](#) to Discontinue B.A. in **Spanish** for Business and Professions (Corresponds to UCC AY2020 Proposal #3)
- S-4.** [State Proposal 2018-06](#) to Discontinue B.A. in **Theatre, Film, and Video**

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #2](#) from **Marketing and Management** to change course titles for MKTG 4465 and MKTG 4480 and to update the degree requirements for Marketing and for Management.

Undergraduate Curriculum Council (UCC)

April 26, 2018 – 3:00-5:00 p.m. in Academic Affairs Conference Room AA102

Volume XXXIV, Meeting 7 (20-07)

MINUTES – *Approved by Curriculum Council via email on May 3, 2018; Approved by Academic Affairs on May 22, 2018*

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, Laura McKnight,

Ex-Officio: JoAnn Hertz, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Joanne Toevs, Sujata Bhandari; Chris Hunt

1c. Guests: none

2. Minutes – none; Minutes for **April 12, 2018** will be forthcoming by email.

3. Announcements –

- Combined Symphony concert with ISU and Idaho Falls Symphonies tonight and Saturday.
- Brian Attebery received a grant to be a visiting professor at University of Glasgow during Spring 2019

4. Report from the Executive Committee:

a. Catalog Cleanup Project update

A memo will be sent to each department chair and program director along with the data about their courses data for the past 10 years. The memo will encourage departments to contact the UCC Executive Committee to potentially work out a simplified way of deleting unwanted courses from the catalog as part of the clean-up process. Thanks for the Council's support of this project. Houghton will make sure Student Success Center gets the memo and course data, too.

5. Information from Academic Affairs:

SBOE has approved ISU's reorganization of Kasiska Division of Health Sciences; still awaiting approval from North West accreditors (NWCCU). Many thanks from Academic Affairs to this council's members for all their service. SBOE will likely release the final Gen Ed Common Course list sometime in mid-May. UCC will write the UCC Proposal for the simple changes and coordinate with departments on the more complex changes and the GERC Proposals necessary to implement these catalog changes.

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

UCC had accepted GERC Minutes for **March 13, 2018** and **March 27, 2018** by email vote

b. BAS Committee –

Meets again tomorrow. The Program's self-study review went well, and the College of Technology is working on an action plan to implement the recommendations received.

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Encourage faculty colleagues to serve on these faculty councils and participate in faculty governance.

9. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none this week

D. UNFINISHED BUSINESS

1. **Standardizing Course Semester Offering Designations (i.e., F, S, Su, D) – [draft memo text](#)**

Council reviewed and **approved** the draft text for a memo to the campus community based on UCC's approved action from last meeting.

There will also be a formal recommendation memo sent to Academic Affairs for approval of the proposed semester code changes. Still need some way to ensure departments follow their scheduling.

Curriculum, Course, and Program Change Proposals:

1. Council **approved** (7 for, 1 against, 2 abstentions) [Proposal #1](#) from **History** to remove the Foreign Language requirement from the B.A. in History. Was tabled last time for more discussion. The concern raised by Global Studies and Languages is recorded in the proposal for the historical record.

For future discussion: At issue is the need to redefine the distinction between a Bachelor of Arts and a Bachelor of Science degree, now that the language requirement has been eliminated from many degrees that previously required it for the B.A. degree. Many science disciplines require more math courses for the B.S. degree, so that distinction still holds.

E. NEW BUSINESS

State Proposals and Letters of Notification (LON): (for UCC's endorsement)

1. Council **endorsed** [State Proposal #2018-07](#) from **Economics** to discontinue the B.S. in Economics; **contingent** upon SBOE approval of the new B.B.A. degree in Economics (**State Proposal #2016-09**) which was approved by UCC a couple of years ago. The current requirements for the B.A. and B.S. degrees in Economics are exactly the same. The B.A. degree was determined to be more advantageous to students so the B.S. degree is being eliminated.

Curriculum, Course, and Program Change Proposals:

1. [Proposal #3](#) from **Global Studies and Languages** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. **Requires SBOE approval of State Proposals #2018-03, 2018-04, and 2018-05**; all three were endorsed by UCC on 4/12/2018. **Tabled** unanimously to encourage more interdepartmental discussion and collaboration between the interested parties. This presents an opportunity to integrate Languages and Global Studies into a more cohesive and holistic entity.

The elimination of these three degrees (plus one forthcoming from Theatre) originated from the college, not the department. The Global Studies department faculty were against discontinuing these degrees. These are the only remaining Bachelor degrees in French and German. Very few Business students have enrolled in the programs for several years. This decision arose out of Program Prioritization and the need to eliminate underperforming programs in order to preserve and support more successful or mission critical programs.

There will be more such situations in the future. Members were concerned about setting a bad precedent, and reiterated the importance of ensuring the procedures adequately provide for university needs as a whole while still allowing for faculty control over the curriculum. Department faculty must have an opportunity to review, weigh in, and vote on all proposals affecting their programs, regardless of the origination and reason for the proposed changes. Objections and concerns should be recorded in the proposal even when overridden.

2. Council unanimously **approved** [Proposal #4](#) from **Economics** to discontinue the B.S. degree in Economics and fix the credit count, and to add MGT 2216 as an optional statistics prerequisite to ECON 4485. *Contingent upon approval of the new B.B.A. degree in Economics.* **Requires SBOE approval of State Proposals #2018-07 and #2016-09.**

Other Business:

1. [Proposed Bylaws Amendments](#)

Proposed changes clarify membership representation, eligibility requirements, powers and duties of Executive Committee, and update the approval chain.

Council **moved and voted** the proposed changes remain consistent with today's discussion until the bylaws are officially approved by email next week.

F. ADJOURNMENT: 4:03 p.m. Let the party commence!!

APPENDICES

ACTION APPROVED:

A. Draft Text for Memo to Department Heads from UCC re: Course Offering Codes (i.e., F, S, Su, D)

UCC is requesting that departments review the information published in the catalog regarding the semester in which courses are typically offered. This information is important for students and affects their ability to plan their schedules. In order to simplify and clarify the information provided to students, UCC will be limiting the codes listed in the catalog to the following:

F = Fall Semester, every year

S = Spring Semester, every year

Su = Summer Semester, every year

EF, ES, ESu = Even-numbered years, Fall, Spring, or Summer Semester

OF, OS, OSu = Odd-numbered years, Fall, Spring, or Summer Semester

D = Students should contact the Department to ask when this course will be offered.

UCC will provide a spreadsheet listing every undergraduate course and the current semester coding. Please review coding for your departments courses, and if changes are required please change the coding and the spreadsheet and return it to Chris Hunt in the Registrar's Office. Changes will be reviewed by UCC and updated in the 2019-20 catalog without requiring a proposal.

STATE PROPOSALS ENDORSED:

- S-1.** [State Proposal #2018-07](#) from **Economics** to discontinue the B.S. in Economics; **contingent** upon SBOE approval of the new B.B.A. degree in Economics (**State Proposal #2016-09**) which was approved by UCC a couple of years ago.

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #1](#) from **History** to remove the Foreign Language requirement from the B.A. in History. Was tabled last time for more discussion. The concern raised by Global Studies and Languages is recorded in the proposal for the historical record.

2. [Proposal #4](#) from **Economics** to discontinue the B.S. degree in Economics and fix the credit count, and to add MGT 2216 as an optional statistics prerequisite to ECON 4485. *Contingent upon approval of the new B.B.A. degree in Economics.* **Requires SBOE approval of State Proposals #2018-07 and #2016-09.**

Undergraduate Curriculum Council (UCC)

May 1-3, 2018 – ‘virtual’ meeting via email

Volume XXXIV, Meeting 8 (20-08)

MINUTES – *Approved by Curriculum Council on May 4, 2018 via email vote; Accepted by Academic Affairs on May 22, 2018*

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, Laura McKnight,

Admin. Asst: Catherine Read

1b. Excused: Joanne Toevs, Sujata Bhandari; Chris Hunt

2. Council **approved** its Minutes for **April 12, 2018** and **April 26, 2018** via email vote.

3. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC)

i. **Objective Review Committee (ORC) Reports**

a) ORC Report for Objective 1

b) ORC Report for Objective 2

Council **accepted** both reports via email vote.

ii. **General Education Assessment Reporting Results**

a) [Fall 2016 Assessment Results by Objective](#) for 2015-16 Gen Ed Courses

b) [Fall 2017 Assessment Results by Objective](#) for 2016-17 Gen Ed Courses

Council **accepted** both results spreadsheets via email vote.

b. Council **accepted** BAS Committee Minutes for **March 9, 2018**

B. UNFINISHED BUSINESS

1. Council **approved** the [Proposed Bylaws Amendments](#) clarifying membership representation, eligibility requirements, powers and duties of Executive Committee, and updating approval chain.

C. FUTURE BUSINESS for Fall 2018

Curriculum, Course, and Program Change Proposals – REMAINS TABLED

1. [Proposal #3](#) from **Global Studies** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. **Requires SBOE approval of State Proposals #2018-03, 2018-04, and 2018-05**; all three were endorsed by UCC on 4/12/2018. Remains **tabled** for more discussion and collaboration among interested parties.

Other Business:

1. Redefine distinction between a Bachelor of Arts B.A. degree and a Bachelor of Science (B.S.) degree. Deferred for further discussion in the fall when UCC reconvenes.

F. ADJOURNMENT: 12:15 p.m. May 3, 2018

Happy Summer, everyone!!

Undergraduate Curriculum Council (UCC)

August 23, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 9 (20-09)

MINUTES – approved by Curriculum Council on 9/13/2018; Accepted by Academic Affairs on October 5, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (I.F.), Barb Mason (Meridian)

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle

Admin. Asst: Catherine Read

1b. Excused: Emily White, Corey Zink

1c. Guests: none

2. Minutes – none; all have been **approved**

3. Announcements

a. Council Chair Vacancy

Bob Houghton was appointed this summer to be Interim Associate Dean of the College of Business. As such, he had to resign from UCC both as Chair and as a faculty representative. The College of Business is working on selecting a replacement faculty rep. This Council will need to elect a new Chair during its first couple of meetings this semester.

4. Report from the Executive Committee:

a. Catalog Cleanup Project update

UCC's memo approved last spring will be sent to all department heads this week or early next week via campus mail, along with the individual department's course data from the Registrar's office. The memo encourages departments to review their listed course offerings and make necessary adjustments to ensure the catalog is current. This may entail submitting catalog change proposals to UCC and/or Graduate Catalog.

b. Catalog Change Memo forthcoming

The College of Business has decided to discontinue the B.A. in Economics rather than the B.S. in Economics. This change affects both [State Proposal #2018-07](#) and [UCC AY2020 Proposal #4](#) which were already endorsed and approved by UCC last spring.

5. Information from Academic Affairs: -- Joanne Tokle

- Gen Ed GEM Common Course list was approved by the SBOE's IRSA subcommittee in July with a few minor changes. The second reading will happen at the October SBOE meeting.
- ISU offers two ANTH 2000-level courses that will need to be renumbered and GERC proposal/assessment plans submitted. A UCC proposal will also need to be submitted.
- SBOE also is discussing adding B.A.S. degree definition to SBOE policy III.E.1.e. This will affect the Robotics proposal in the works.
- SBOE decreed a score of 3.0 will be sufficient to award credit for AP exam credit. This will affect CS1181, ECON 2201, ECON 2202 and PHYS 1111.
- SBOE is giving \$25,000 to each state institution to use for Open Education Resources (OER) in the Common Courses. Representatives from each institution attended a training workshop this summer. ISU is forming a new OER committee to work on implementing this mandate; the committee will convene on Sept. 12. This will also be a major topic of discussion at the upcoming Statewide Gen Ed Summit on September 20-21 in Boise.

- Watermark AMS assessment software will be a pilot program for selected GERC annual reports. Everyone else can continue to use the Qualtrics reporting system.
 - Tokle will begin her training on the Aqua portion of this software package in October. Soliciting volunteers to provide rubrics that can be put into place for a pilot implementation this year.
6. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) – meets next Tuesday, August 28.
 - b. BAS Committee – has not met yet
 7. Information from the Chair: Houghton was promoted to Associate Dean, need to elect a new chair!
 8. Information from the Faculty Senate and other Councils: none
 9. Other related information or questions:
 - a. Undergraduate Curriculum Council 101:

Brief presentation of Google Docs, the website, and how this Council conducts its business. New members were encouraged to peruse the UCC's website (<https://www.isu.edu/ucc>) for detailed information on what to do and how to do it, and ask questions whenever they want guidance on anything.

B. INFORMATION ITEMS – none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

State Proposals and Letters of Notification (LON): none this week

Curriculum, Course, and Program Change Proposals: REMAINS TABLED

1. [Proposal #3](#) from **Global Studies** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. *Requires SBOE approval of State Proposals #2018-03, 2018-04, and 2018-05*; all three were endorsed by UCC on 4/12/2018. Proposal was **tabled** 4/26/2018 to encourage more interdepartmental discussion and collaboration between the interested parties on integrating Languages and Global Studies into a more cohesive and holistic entity.

Academic Policy Revisions:

1. There is a potential need to redefine the distinction between a Bachelor of Arts and a Bachelor of Science degree, now that the language requirement has been eliminated from many degrees that previously required it for the B.A. degree. For example, the B.A. and B.S. in Economics have the exact same degree requirements; one is being eliminated for other reasons, but there is no credit or course difference between the two other than the degree awarded. Many science disciplines require more math courses for the B.S. degree, so that distinction still holds for those disciplines.

Council **deferred further discussion** until after their portion of the catalog cycle ends in mid-November.

E. NEW BUSINESS

Officer Call for Nominations/Election:

1. Elect a new Council Chair to replace Bob Houghton who had to resign from UCC this summer. He has been appointed Interim Associate Dean of the College of Business and therefore is ineligible to serve on UCC.

Eligible members: Susan Belliston (current Vice Chair), Geoffrey Bennett, Weldon Hill, Carmen Febles, Joanne Toevs

Susan Belliston was nominated to serve as Chair, she accepted the nomination.
Geoffrey Bennett volunteered to serve as Vice Chair if Susan is elected Chair.

Vote: unanimous approval of **Susan Belliston** as the new **Chair**.

Vote: unanimous approval of **Geoffrey Bennett** as the new **Vice Chair**.

Carmen Febles, the council's Secretary, volunteered to learn Robert's Rules of Order.

State Proposals and Letters of Notification (LON): (for UCC's endorsement) – none this week

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

Curriculum, Course, and Program Change Proposals:

1. Council voted unanimously to **approve** [2019-20 UWBW Sample Proposal](#) from **Underwater Basketweaving** as an example to be posted on UCC's website for the campus community to reference as guidance in completing their own proposals. ([Appendix 1](#))

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:25 p.m.

APPENDICES

ACTION APPROVED:

Officer Elections Held: new Chair is Susan Belliston, new Vice Chair is Geoffrey Bennett
Carmen Febles remains as Secretary, no election needed

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [2019-20 UWBW Sample Proposal](#) from **Underwater Basketweaving** as an example to be posted on UCC's website for the campus community to reference as guidance in completing their own proposals.

Undergraduate Curriculum Council (UCC)

September 6, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 10 (20-10)

MINUTES – approved by Curriculum Council on September 13, 2018; Accepted by Academic Affairs on October 5, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (I.F.), Barb Mason and LaVona Andrew (Meridian)

Ex-Officio: Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: JoAnn Hertz, Chris Hunt, Joanne Tokle

1c. Guests: none

2. Minutes for **August 23, 2018** – deferred until next meeting

3. Announcements -- none

4. Report from the Executive Committee:

Executive Committee met just before this meeting, and decided the GEM Gen Ed Proposal will go to Faculty Senate for the faculty vote portion in Part A. Proposal #3 remains tabled; Febles will follow up with the department.

5. Information from Academic Affairs: none

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

Last week's meeting was canceled – no business ready for council's attention. GERC will meet next Tuesday.

b. BAS Committee –

Met and discussed the BAS degree requirements, which are being revised by SBOE.

Robotics proposal is in the works and needs to be pushed through this catalog cycle and be included in the 2019-20 catalog.

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 this week

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): none this week

1. Council **approved**, as part of the Consent Calendar, the [Catalog Change Memo](#) to Discontinue the B.A. instead of the B.S. in Economics ([Appendix A](#))

The College of Business has decided to discontinue the B.A. in Economics rather than the B.S. in Economics. This change affects both [State Proposal #2018-07](#) and [UCC AY2020 Proposal #4](#) which were already endorsed and approved by UCC last spring.

As there is currently no difference between the curricula of the two degrees, the UCC Executive Committee accepted the recommendation from the Registrar's Office that this change memo be added to UCC's consent agenda.

Curriculum, Course and Program Change Proposals: none this week

D. UNFINISHED BUSINESS

State Proposals: none this week

Curriculum, Course, and Program Change Proposals: REMAINS TABLED

1. [Proposal #3](#) from **Global Studies** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. *Requires SBOE approval of State Proposals #2018-03, 2018-04, and 2018-05*; all three were endorsed by UCC on 4/12/2018. Proposal was **tabled** 4/26/2018 to encourage more interdepartmental discussion and collaboration between the interested parties on integrating Languages and Global Studies into a more cohesive and holistic entity.
Remains **tabled**. Febles is following up with the department on this proposal.

E. NEW BUSINESS

State Proposals: (for UCC's endorsement) – none this week

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

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** [Proposal #5](#) from **English & Philosophy** to create a new 12-credit undergraduate Certificate in Biomedical Ethics along with two new courses PHIL 4452 and PHIL 4454. ([Appendix 1](#)) *Changes affect Graduate Catalog. Contingent upon SBOE approval of the new Certificate (Request for LON not yet received by Academic Affairs.)*
2. Council unanimously **approved** [Proposal #6](#) from **Theatre** to remove the B.A. in Theatre, Film, and Video in accordance with specialized accreditation standards. ([Appendix 2](#)) *Requires SBOE approval of State Proposal #2018-06.*

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting. Submission due date is **September 20, 2018** – two weeks away!

F. ADJOURNMENT: 3:45 p.m.

APPENDICES

ACTIONS APPROVED:

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

A. Catalog Change Memo: Discontinue BA instead of BS in Economics

To: Undergraduate Curriculum Council Executive Committee

From:

Chris Hunt, Associate Registrar 

cc: Bob Houghton, Interim Associate Dean, College of Business

Date: August 23, 2018

RE: Change to UCC approved Proposal 4 for 2019-20 Undergraduate Catalog

In Proposal 4, College of Business proposed to discontinue the BS in Economics and remove it from the 2019-20 catalog. UCC has approved this proposal. The College of Business has indicated that they wish to alter the proposal to discontinue the BA in Economics, and not the BS in Economics.

As there is currently no difference between the curricula of the two degrees, I recommend that this change be added to UCC's consent agenda at the next possible meeting.

This change affects both [State Proposal #2018-07](#) and [UCC AY2020 Proposal #4](#) which were already endorsed and approved by UCC last spring.

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #5](#) from **English & Philosophy** to create a new 12-credit undergraduate Certificate in Biomedical Ethics along with two new courses PHIL 4452 and PHIL 4454. *Changes affect Graduate Catalog. Contingent upon SBOE approval of **Letter of Notification #2018-LON-04**.*
2. [Proposal #6](#) from **Theatre** to remove the B.A. in Theatre, Film, and Video in accordance with specialized accreditation standards. *Requires SBOE approval of **State Proposal #2018-06**.*

Undergraduate Curriculum Council (UCC)

September 13, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 11 (20-11)

MINUTES – *Approved by Curriculum Council on September 20, 2018; Accepted by Academic Affairs on October 5, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (I.F.), Barb Mason and LaVona Andrew (Meridian)

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Tracy Payne

1c. Guests: Jim Skidmore (GERC Chair)

2. Council approved its Minutes for **August 23, 2018** and **September 6, 2018**

3. Announcements -- none

4. Report from the Executive Committee:

The Executive Committee met yesterday and agreed to the following:

- Include the Catalog Change Memo regarding Music Gen Ed courses on today's Consent Calendar.
- Include a current list of State Proposals and Letters of Notification as a standing Information Item on UCC's agendas and Minutes. The list will serve as a written record of the Proposals and Letters, and as an ongoing status report for associate deans, upper administration, and the campus community as those proposals move through the approval chain.
- A catalog proposal is needed to create a new Gen Ed course BIOL 2227 in accordance with SBOE's mandated Common Course List. The Registrar's Office will work with the Biology department to figure out the effect of this would have on other programs, courses, pre-reqs, etc. and include the necessary catalog changes in time for publication in the 2019-20 catalog. A corresponding GERC Proposal/Assessment Plan will also be required.
- Discussion of the GEM Common Course Gen Ed proposal. Ramifications of the SBOE's mandate are still being figured out.

Belliston answered a member's question regarding the purpose of the Executive Committee

5. Information from Academic Affairs:

Statewide Gen Ed Summit is next week, on Thursday and Friday in Boise.

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

GERC met on Tuesday and approved MUSI 1105 Survey of Rock Music as an Objective 4 Gen Ed course. Discussed upcoming due dates for proposals and assessment reports, questions and concerns for next week's Gen Ed Summit in Boise, and the next steps for coordinating implementation of SBOE's mandated Common Course List. Skidmore reported the GERC committee is ready to sign off on the GEM Common Course proposal once all impacts are received.

b. BAS Committee – has not met yet this semester.

7. Information from the Chair: -- none

8. Information from the Faculty Senate and other Councils:

Faculty Senate has sent out a draft Faculty Constitution for faculty review and input. It is essentially the version created and approved by the Provisional Faculty Senate in 2011. The current Senate is working with the new University President, who has indicated his support of this Constitution. Faculty are encouraged to submit their honest feedback, suggestions, and comments regarding this document. There will be an Open Forum to discuss the Constitution this coming Monday, September 17, at 4:00 p.m. in REND Suites A,B, and C

Graduate Council has received and is reviewing several State Proposals and their corresponding Graduate catalog proposals. They have to assign priority to the appeals on their agenda, but should be able to meet the October 5 deadline for submitting items to the SBOE to ensure external approvals are completed in time for inclusion in the 2019-20 catalog.

9. Other related information or questions:

In the case of competing versions of proposals, POs and UCC reps are expected to determine which one is most current and up-to-date, and that ALL relevant information (including comments) is included in the proposal submitted to UCC. Once UCC's administrative assistant receives a proposal for processing, **all other versions will be permanently deleted WITHOUT** checking for any discrepancies in content or comments between versions.

B. INFORMATION ITEMS

Policy Items for Future Discussion

With the increasing trend toward creating online programs, there is a need to establish some sort of protocol for preventing disruptions to such programs when another department decides to discontinue offering a particular course(s) online, whether temporarily or permanently. What ways are available or could be developed to prevent internal departmental decisions from having adverse ramifications on other programs that rely on their courses being available online?

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – awaiting President's signature

[Discontinue BA in Economics – full proposal](#) – awaiting President's signature

[MS in Computer Science \(Grad Catalog\) – full proposal](#) – awaiting Grad Council approval

[MS in Nutrition \(Dietetics\) \(Grad Catalog\) – full proposal](#) – awaiting Grad Council approval

[MA in Spanish \(Grad Catalog\) – full proposal](#) – awaiting Grad Council approval

[MS in Clinical Psychopharmacology – full proposal](#) – awaiting Grad Council approval

[Certificates in Biomedical Ethics – Letter of Notification drafted--](#) UCC proposal **approved**, awaiting Grad Council approval

[Discontinue BA in Theatre, Film & Video – full proposal](#) – ready for Deans' Council review

[Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – UCC proposal **approved** in today's meeting, will be sent to Deans' Council for review

[Certificates in Medical Anthropology – Letter of Notification drafted](#), awaiting UCC and GC proposal submissions and approvals

State Proposals and Letters of Notification known to be in the Works:

[New Certificate in Radiographic Science Sonography – full proposal needed](#)

initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. UCC catalog proposal in process

[Leadership & Management in Robotics Technology \(BAS\) - full Proposal needed](#)

COT is working on this proposal; **SBOE has new BAS definition in the works** that may affect this, hopefully will resolve CTE funding issues regarding upper division credits

[Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process

[Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
[New Minor in Film Studies -- needs LON](#)
awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process

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. Council unanimously **approved**, as part of the Consent Calendar, the [Catalog Change Memo](#): to change **Subject Codes of MUSC gen ed courses to MUSI** ([Appendix A](#))
For all Music Gen Ed courses change the subject code from MUSC to MUSI to match the SBOE-mandated subject code for Common Course MUSI 1101. This change will make it easier for students to find Music gen ed courses in the catalog and prevent isolating the single Common Course from the rest of the Music course offerings.

Curriculum, Course and Program Change Proposals: none this week

D. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council untabled and unanimously **approved** [Proposal #3](#) from **Global Studies** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. ([Appendix 1](#)) **Requires SBOE approval of State Proposals #2018-03, 2018-04, and 2018-05**; all three were endorsed by UCC on 4/12/2018. Proposal was tabled 4/26/2018 to encourage more interdepartmental discussion and collaboration between the interested parties on integrating Languages and Global Studies into a more cohesive and holistic entity. Department faculty discussed this issue in September and ultimately decided not to contest eliminating these Language degrees.

E. NEW BUSINESS

State Proposals for Review) – none this week

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

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** [Proposal #7](#) from **Music** to create a new Gen Ed course MUSI 1105 Survey of Rock Music. ([Appendix 2](#)) **GERC has approved this new course as an Objective 4 Gen Ed course.**
2. [Proposal #8](#) from **Mathematics & Statistics** for new courses MATH 3310, MATH 4405 and MATH 4463, and to add them as optional courses in the Applied Mathematics minor. **Tabled** until the UCC rep would be present to answer questions.

3. [Proposal #9](#) from the **Didactic Program in Dietetics** for new courses, deletions, and updates to courses and curriculum. **Tabled** pending rationale for these change to be included in Part C of the proposal. Belliston will follow up with department.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:42 p.m.

APPENDICES

ACTIONS APPROVED:

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

A. Catalog Change Memo: Change Subject Code from MUSC to MUSI for all Music Gen Ed courses

To: Undergraduate Curriculum Council Executive Committee

From:

Chris Hunt, Associate Registrar



cc: Thom Hasenpflug, Carmen Febles

Date: September 10, 2018

RE: Changing subject codes of MUSC general education courses in 2019-20 Undergraduate Catalog

To assist students in finding Music department general education courses in the class schedule after the required subject code change for MUSC 1100 to MUSI 1100, the following subject code changes should also be made:

MUSC 1106 - American Music should change to MUSI 1106

MUSC 1108 - The World of Music should change to MUSI 1108

MUSC 1109 – Survey of Jazz should change to MUSI 1109

The B. Music, the B.A./B.S. in Music and the Minor in Music all require 2 credits of music electives with the following stipulation:

Music electives must be chosen from Music Courses, not from Applied Music or Music Ensembles (Performing Organizations).

This text should change to:

Music electives must be chosen from Music courses and Music General Education courses, not from Applied Music or Music Ensembles (Performing Organizations).

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #3](#) from **Global Studies** to discontinue the B.A degrees for Business and Professions in French, German, and Spanish. *Requires SBOE approval of State Proposals #2018-03, #2018-04, and #2018-05*; all three were endorsed by UCC on 4/12/2018. Proposal was tabled 4/26/2018 to encourage more interdepartmental discussion and collaboration between the interested parties on integrating Languages and Global Studies into a more cohesive and holistic entity. Department faculty discussed this issue in September and ultimately decided not to contest eliminating these Language degrees.
2. [Proposal #7](#) from **Music** to create a new Gen Ed course MUSI 1105 Survey of Rock Music. **GERC has approved this new course as an Objective 4 Gen Ed course.**

Undergraduate Curriculum Council (UCC)

September 20, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 12 (20-12)

MINUTES – Approved by Curriculum Council on September 27, 2018; Accepted by Academic Affairs on October 5, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (I.F.), Barb Mason and LaVona Andrew (Meridian)

Ex-Officio: Chris Hunt, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: JoAnn Hertz, Joanne Tokle, Emily White

1c. Guests: none

2. Council **approved** its Minutes for **September 13, 2018**

3. Announcements –

Hunt listed the proposals for which he is working on impact responses and that the Executive Committee agreed would be considered as having been received by the September 20 due date.

4. Report from the Executive Committee –

Met yesterday. Discussed some of the proposals in process and agreed with Hunt which ones to consider has having been received by the due date. Important points for Council to keep in mind as they review proposals:

- **Equivalent** courses must be **mutually acceptable** to both departments, and that agreement should be recorded in the impact statements embedded in the proposal.
- Watch for **duplication of existing courses** – is that duplication really necessary or is it being used as a way of padding programs and enrollment?
- [Proposal from Teacher Education Studies \(TES\)](#) is huge and complicated, so **have departments and other reviewers be extra diligent when determining the impacts** of the proposed changes on their programs. Carefully proofread and **check for accuracy and consistency within itself and the rest of the catalog** to make sure no contradictions exist or will be introduced upon publication. Once this proposal is completed and submitted, Read and Hunt will work together to split the proposal into smaller, more manageable sub-proposals for the council and administrative approvers to work with. The original proposal will be kept intact as a master reference file.

5. Information from Academic Affairs: none this week

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – meets again this Tuesday

b. BAS Committee – has not met

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate: reminder to faculty to submit their honest feedback, suggestions, and comments regarding the draft Faculty Constitution.

Graduate Council approved several State Proposals and the corresponding Graduate catalog proposals. Still need to review the M.S. in Spanish proposal. They meet again next Wednesday on September 26.

9. Other related information or questions: none

B. INFORMATION ITEMS

Policy Items for Future Discussion

For this Fall: UCC will need to define what constitutes upper division CTE (Career Technical Education) credits. SBOE is creating a definition for a new category for an Applied Baccalaureate Degree as distinct from a Baccalaureate Degree, but it won't be finalized until December. More information will be forthcoming later in the semester regarding UCC's role and what needs to be done to implement this change.

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – President approved, **sent to SBOE** for 30-day Review
[Discontinue BA in Economics – full proposal](#) – President approved, **sent to SBOE** for 30-day Review
[MS in Computer Science \(Grad Catalog\) – full proposal](#) – Grad Council approved, sent to Deans' Council
[MS in Nutrition \(Dietetics\) \(Grad Catalog\) – full proposal](#) Grad Council approved, sent to Deans' Council
[MA in Spanish \(Grad Catalog\) – full proposal](#) – awaiting Grad Council approval
[MS in Clinical Psychopharmacology – full proposal](#) – Grad Council approved, sent to Deans' Council
[Certificates in Biomedical Ethics – UCC and Grad Council approved, Letter of Notification sent to Provost for signature](#)
[Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to Deans' Council for review
[Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to Deans' Council for review
[Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals

State Proposals and Letters of Notification known to be in the Works:

PRIORITY: [New Certificate in Radiographic Science Sonography – full proposal needed](#)
initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. UCC catalog proposal in process – **This one needs to be included in 2019-20 catalog!**

PRIORITY: [Leadership & Management in Robotics Technology \(BAS\) - full Proposal needed](#)
COT is working on this proposal; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues regarding upper division credits

[Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process

[Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process

[New Minor in Film Studies -- needs LON](#)
awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process

Problematic Proposals:

1. [Proposal](#) from **Sport Science & Physical Education** for Program of Study changes and course additions. Feedback from Dietetics needs to be addressed in the proposal and impact response reply.

C. CONSENT CALENDAR – none this week

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

Curriculum, Course and Program Change Proposals: none this week

D. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council voted unanimously to **approve** [Proposal #8](#) from **Mathematics & Statistics** ([Appendix 1](#)) for new courses MATH 3310, MATH 4405 and MATH 4463, and to add them as optional courses in the Applied Mathematics minor.
2. [Proposal #9](#) from the **Didactic Program in Dietetics** for new courses, deletions, and updates to courses and curriculum. **Tabled** to have the Proposal Originator make the suggested corrections.

E. NEW BUSINESS

State Proposals for Review) – none this week

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 accept and immediately **table** the following proposals for consideration next time:

1. [Proposal #10](#) from **Organizational Learning & Performance** to eliminate the Minors in Organizational Leadership and in Human Resource Development, create new course OLP 4411, and update the curriculum for the Workplace Training and Leadership Minor. *Changes affect Graduate Catalog. Requires SBOE approval of Letter of Notification to eliminate the two Minors.*
2. [Proposal #11](#) from **Organizational Learning & Performance** to create new Certificates in Career & Technical Education and in Training & Development. *Requires SBOE approval of Letter of Notification to create the two new Certificates.*
3. [Proposal #12](#) from **Informatics** to update the Minor in Informatics to make it accessible to more students.
4. [Proposal #13](#) from **Anthropology** for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course.*
5. [Proposal #14](#) from **Cosmetology** to add new course COSM 0151 and increase the required credits for the Basic Technical Certificate in Nail Technology from 11 to 16 credits in order to modernize the program.

6. [Proposal #15](#) from **Sociology, Social Work, & Criminology** to change SOWK course titles and to eliminate the student fee for background checks. *Changes affect Graduate Catalog.*
7. [Proposal #16](#) from **Diesel Technology** to delete DESL 0117 & 0207, update DESL 0125, and increase credits DESL 0215 from 4 to 6 credits in accordance with recommendations from their accreditors and advisory bodies.
8. [Proposal #17](#) from **English & Philosophy** to update the Professional Writing Option curriculum.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 3:45 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #8](#) from **Mathematics & Statistics** for new courses MATH 3310, MATH 4405 and MATH 4463, and to add them as optional courses in the Applied Mathematics minor.

Undergraduate Curriculum Council (UCC)

September 27, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 13 (20-13)

MINUTES – *Approved by Curriculum Council via email ballot on November 9, 2018; Accepted by Academic Affairs on November 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (Idaho Falls), Barb Mason and LaVona Andrew (Meridian)

Ex-Officio: JoAnn Hertz, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Chris Hunt

1c. Guests: Matt Wilson (GERC rep);
John Fitzpatrick and Michael Meyers (Sport Science & Physical Education)

2. [Proposal](#) from **Sport Science & Physical Education** for Program of Study changes and course additions. Guests John Fitzpatrick and Mike Meyers spoke to council members regarding the concerns raised by Dietetics and spelled out the reasons for creating a new nutrition course geared toward their program. Mainly to meet accreditation standards and ensure the course is offered when their students need it. The similar Dietetics course is not offered regularly.

3. Council **approved** its Minutes for [September 20, 2018](#)

4. Announcements –

- Concert bands perform next Friday at the ISU Performing Arts Center.
- E-catalog entries are starting to go out to UCC reps and Proposal Originators to proofread and check for accuracy. Contact Emily White if you have any questions.

5. Report from the Executive Committee:

Met yesterday. Discussed lack of faculty vote on the Mindfulness proposal and decided in this particular case it was okay because of the minor nature of the changes, the fact that Mindfulness is interdisciplinary and not associated with any specific department, and that the KDHS Executive Committee had reviewed and approved the proposal.

6. Information from Academic Affairs:

Statewide Gen Ed Summit was held last week in Boise. Discussed Open Educational Resources and awarding gen ed credit for satisfactory scores on CLEP exams. ISU has formed a committee to look into how to spend available monies on Open Educational Resources.

Provost would like UCC's feedback regarding membership representation for the three new Health Science colleges:

7. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –
Council **accepted** GERC's Minutes for [September 11, 2018](#)

b. BAS Committee – their first meeting will be in mid-October; nothing to report yet.

8. Information from the Chair: none

9. Information from the Faculty Senate and other Councils:

Faculty Senate: reminder to faculty to submit their honest feedback, suggestions, and comments regarding the Faculty Constitution.

10. Other related information or questions: none

B. INFORMATION ITEMS

Policy Items for Future Discussion

For this Fall: UCC will need to define what constitutes upper division CTE (Career Technical Education) credits. SBOE is creating a definition for a new category for an Applied Baccalaureate Degree as distinct from a Baccalaureate Degree, but it won't be finalized until December. More information will be forthcoming later in the semester regarding UCC's role and what needs to be done to implement this change.

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review
[Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review
[Certificates in Biomedical Ethics](#) – Letter of Notification sent to Provost for signature
[Discontinue BA in Theatre, Film & Video – full proposal](#) – awaiting President's approval
[Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – awaiting President's approval
[Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting catalog proposal submissions and approvals

State Proposals and Letters of Notification known to be in the Works:

PRIORITY: [New Certificate in Radiographic Science Sonography – full proposal needed](#)
initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. UCC catalog proposal in process – **This one needs to be included in 2019-20 catalog!**
[Leadership & Management in Robotics Technology \(BAS\) - full Proposal needed](#)
COT is working on this proposal; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues regarding upper division credits
[Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
[Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
[New Minor in Film Studies -- needs LON](#)
awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process
[Discontinue Non-Traditional PharmD program – full proposal needed](#)
UCC catalog proposal in process

Problematic Proposals:

1. [Proposal](#) from **Sport Science & Physical Education** for Program of Study changes and course additions.

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

D. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council **approved** [Proposal #9](#) from the **Didactic Program in Dietetics** for new courses, deletions, and updates to courses and curriculum.
2. Council **approved** [Proposal #10](#) from **Organizational Learning & Performance** to eliminate the Minors in Organizational Leadership and in Human Resource Development, create new course OLP 4411, and update the curriculum for the Workplace Training and Leadership Minor. *Changes affect Graduate Catalog. Requires SBOE approval of Letter of Notification to eliminate the two Minors.*
3. Council **approved** [Proposal #11](#) from **Organizational Learning & Performance** to create new Certificates in Career & Technical Education and in Training & Development. *Requires SBOE approval of Letter of Notification to create the two new Certificates.*
4. Council **approved** [Proposal #12](#) from **Informatics** to update the Minor in Informatics to make it accessible to more students.
5. [Proposal #13](#) from **Anthropology** for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course. Tabled* pending GERC's approval.
6. Council **approved** [Proposal #14](#) from **Cosmetology** to add new course COSM 0151 and increase the required credits for the Basic Technical Certificate in Nail Technology from 11 to 16 credits in order to modernize the program.
7. [Proposal #15](#) from **Sociology, Social Work, & Criminology** to change SOWK course titles and to eliminate the student fee for background checks. *Changes affect Graduate Catalog. Tabled* until Emily can re-enter old catalog copy back into the proposal.
8. Council **approved** [Proposal #16](#) from **Diesel Technology** to delete DESL 0117 & 0207, update DESL 0125, and increase credits DESL 0215 from 4 to 6 credits in accordance with recommendations from their accreditors and advisory bodies.
9. Council **approved** [Proposal #17](#) from **English & Philosophy** to update the Professional Writing Option curriculum.

E. NEW BUSINESS

State Proposals for Review) – none this week

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 accept and immediately **table** the following proposals for consideration next week:

1. [Proposal #18](#) from **Anthropology** for a new 9-credit Certificate in Medical Anthropology. *Changes affect Graduate catalog. Requires SBOE approval of 2018-LON-03.*
2. [Proposal #19](#) from **Global Studies** to update course title and description for GLBL 2203, an existing Obj.6 Gen Ed course (not on the SBOE's Common Course list). *Requires GERC approval of the changes.*

3. [Proposal #20](#) from **Student Success Center** to change course title and description for ACAD 1111, and existing Obj. 8 Gen Ed course. *Requires GERC approval of the changes.*
4. [Proposal #21](#) from **Dental Hygiene** to adjust DENT course credits and change DENT 4408 semester offering from Summer to Fall.
5. [Proposal #22](#) from **Radiographic Science** for a new 46-credit Certificate in Diagnostic Medical Sonography. *Requires SBOE approval of State Proposal #2018-xx.*
6. [Proposal #23](#) from **ESTEC Mechanical Engineering Technology** to update AAS degree curriculum and create new courses ESET 0239 and 0239L.
7. [Proposal #24](#) from **ESTEC Nuclear Operations Technology** to add CHEM 1101 as Gen Ed Obj. 5 option to AAS degree requirements.
8. [Proposal #25](#) from **ESTEC Electrical Engineering Technology** to add ESET 0181 and remove ESET 0220 & 0221 from AAS degree requirements
9. [Proposal #26](#) from **ESTEC Cyber Physical Security** to update curriculum and pre-requisites for the Intermediate Technical Certificate and AAS degree requirements.
10. [Proposal #27](#) from Pharmacy to delete the Non-Traditional PharmD program and courses, and other course housekeeping changes. *Requires SBOE approval of State Proposal #2018-xx.*
11. [Proposal #28](#) from **Division of Health Sciences** for housekeeping changes to Mindfulness courses. *Changes affect Grad catalog.*

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:25 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #9](#) from the **Didactic Program in Dietetics** for new courses, deletions, and updates to courses and curriculum.
2. [Proposal #10](#) from **Organizational Learning & Performance** to eliminate the Minors in Organizational Leadership and in Human Resource Development, create new course OLP 4411, and update the curriculum for the Workplace Training and Leadership Minor. *Changes affect Graduate Catalog. Requires SBOE approval of Letter of Notification to eliminate the two Minors.*

3. [Proposal #11](#) from **Organizational Learning & Performance** to create new Certificates in Career & Technical Education and in Training & Development. *Requires SBOE approval of Letter of Notification to create the two new Certificates.*
4. [Proposal #12](#) from **Informatics** to update the Minor in Informatics to make it accessible to more students.
5. [Proposal #14](#) from **Cosmetology** to add new course COSM 0151 and increase the required credits for the Basic Technical Certificate in Nail Technology from 11 to 16 credits in order to modernize the program.
6. [Proposal #16](#) from **Diesel Technology** to delete DESL 0117 & 0207, update DESL 0125, and increase credits DESL 0215 from 4 to 6 credits in accordance with recommendations from their accreditors and advisory bodies.
7. [Proposal #17](#) from **English & Philosophy** to update the Professional Writing Option curriculum.

Undergraduate Curriculum Council (UCC)

October 4, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 14 (20-14)

MINUTES – *Approved by Curriculum Council via email ballot on November 9, 2018; Accepted by Academic Affairs on November 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Barb Mason and LaVona Andrew (Meridian)

Ex-Officio: JoAnn Hertz, Chris Hunt, Corey Zink, Emily White

Admin. Asst: Catherine Read

1b. Excused: Tracy Payne; Joanne Tokle

Absent: Cathy Gray

1c. Guests: none

2. Minutes for **September 27, 2018** – *deferred until next meeting*

3. Announcements – band concert tomorrow night at Performing Arts Center at 7:30 p.m.

4. Report from the Executive Committee:

Met yesterday, agreed upon Consent Calendar items for this week and next week’s meetings. Since both Belliston and Read will be gone next week, October 11 will be a ‘virtual’ meeting conducted via email to approve Minutes and Consent Calendar items. Members should use the extra time to carefully peruse the more complicated and/or interconnected proposals for consistency, accuracy, and potential problems that could arise that have not been noticed. Please use the Commenting feature on Google Docs freely to facilitate discussion. UCC will meet as usual on October 18.

5. Information from Academic Affairs: no report

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – meets again this coming Tuesday.

b. BAS Committee – no report

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate:

Erin Selleneit is the administrative assistant hired to staff the Faculty Senate office suite and handle administrative tasks for Faculty Senate, Academic Standards Committee and the Native American Student Services. She also is well versed in Career Technical Education, and could be a valuable resource for this council.

Carmen Febles is working with Laura Ahola-Young, one of the Senate co-chairs, on implementing the new Faculty Constitution and council reporting structure.

9. Other related information or questions:

To prevent unintentional misinformation, Academic Affairs asked that UCC’s Minutes no longer reference graduate-level state proposals or Graduate Council information.

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

- [BBA in Economics – full proposal](#) –President approved, sent to SBOE for 30-day Review, ends 10/29
- [Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/19
- [Certificates in Biomedical Ethics – Letter of Notification drafted--](#) UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE
- [Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5
- [Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5
- [Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals

State Proposals and Letters of Notification known to be in the Works:

- PRIORITY:** [New Certificate in Radiographic Science Sonography – full proposal needed](#)
initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. [UCC catalog Proposal # 22](#) under consideration – **This one needs to be included in 2019-20 catalog!**
- [BAS in Robotics Engineering Technology \(BAS\) - full Proposal needed](#)
COT is working on this proposal; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues regarding upper division credits
- [Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
- [Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
- [New Minor in Film Studies -- needs LON](#)
awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process
- [Discontinue Non-Traditional PharmD program – needs full discontinuance proposal](#)
[UCC Proposal #27](#) under consideration by UCC, still awaiting State Proposal

Problematic Proposals:

1. The massive TES Proposal is complete, now in the process of being split into smaller, more manageable chunks for UCC's consideration.
2. Interconnected proposals under way, will be processed together:
[History, Geosciences, TES, GEM (Gen Ed)]
[CMP, ART]
[RCET, new Robotics BAS] Academic Affairs met with the Registrar and College of Tech today in an effort to resolve remaining issues with upper division CTE credits and other matters. The proposal is being updated and will be submitted to UCC soon.

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 **approve** the Consent Calendar in its entirety:

1. Council **approved**, as part of the Consent Calendar, [Proposal #19](#) from **Global Studies** ([Appendix 3](#)) to update course title and description for GLBL 2203, an existing Obj.6 Gen Ed course (not on the SBOE's Common Course list). **GERC has approved these non-substantive changes.**

2. Council **approved**, as part of the Consent Calendar, [Proposal #20](#) from **Student Success Center** ([Appendix 4](#)) to change course title and description for ACAD 1111, and existing Obj. 8 Gen Ed course. **GERC has approved these non-substantive changes.**
3. Council **approved**, as part of the Consent Calendar, [Proposal #21](#) from **Dental Hygiene** ([Appendix 5](#)) to adjust DENT course credits and change DENT 4408 semester offering from Summer to Fall.

D. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal #13](#) from **Anthropology** for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course.* Remains **tabled** pending GERC's decision.
2. Council **approved** [Proposal #15 as amended](#) from **Sociology, Social Work, & Criminology** ([Appendix 1](#)) to change SOWK course titles and to eliminate the student fee for background checks. *Changes affect Graduate Catalog.*
3. Council **approved** [Proposal #18](#) from **Anthropology** ([Appendix 2](#)) for a new 9-credit Certificate in Medical Anthropology. *Changes affect Graduate catalog. Requires SBOE approval of 2018-LON-03.*
4. Council **approved** [Proposal #22](#) from **Radiographic Science** ([Appendix 6](#)) for a new 46-credit Certificate in Diagnostic Medical Sonography. *Requires SBOE approval of State Proposal #2018-10.*
5. Council **approved** [Proposal #23](#) from **ESTEC Mechanical Engineering Technology** ([Appendix 7](#)) to update AAS degree curriculum and to create new courses ESET 0239 and 0239L in order to consolidate material taught in ESET 0240 and ESET 0241.
6. Council **approved** [Proposal #24](#) from **ESTEC Nuclear Operations Technology** ([Appendix 8](#)) to add CHEM 1101 as Gen Ed Obj. 5 option to AAS degree requirements curriculum in accordance with recommendations from the program's technical advisory body.
7. Council **approved** [Proposal #25](#) from **ESTEC Electrical Engineering Technology** ([Appendix 9](#)) to add ESET 0181 and remove ESET 0220 & 0221 from AAS degree requirements in accordance with recommendations from the program's technical advisory body.
8. Council **approved** [Proposal #26](#) from **ESTEC Cyber Physical Security** ([Appendix 10](#)) to update objectives, curriculum, and pre-requisites for the Intermediate Technical Certificate and AAS degree requirements in accordance with recommendations from the program's technical advisory body.
9. Council **approved** [Proposal #27](#) from **Pharmacy** ([Appendix 11](#)) to delete the obsolete Non-Traditional PharmD program and courses which are no longer needed, and other course housekeeping changes. *Requires SBOE approval of State Proposal #2018-09.*
10. Council **approved** [Proposal #28](#) from **Division of Health Sciences** ([Appendix 12](#)) for housekeeping changes to Mindfulness courses. *Changes affect Graduate catalog.*

E. NEW BUSINESS

State Proposals for Review):

1. [#2018-10 Diagnostic Medical Sonography Certificate](#)
Radiographic Science is proposing a new 46-credit Certificate in Diagnostic Medical Sonography. Corresponds to UCC catalog [Proposal #22](#) – see above under Unfinished Business
Tabled, awaiting final State Proposal to be submitted and reviewed.

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 accept and immediately **table** the following proposals for further review:

1. [Proposal #29](#) from **Automotive Technology** to change the Intermediate Technical Certificate to an Advanced Technical Certificate, create new course AUTM 0111 and delete AUTM 0104, update curriculum in accordance with recommendations from the program's technical advisory body. *Requires SBOE approval of Letter of Notification #2018-LON-xx.*
2. [Proposal #30](#) from **ESTEC Unmanned Aerial Systems** to replace UAS 0382 with UAS 0282 as more appropriate to the course content level, and update course pre-requisites to be consistent with changes to Robotics program. *Contingent upon approval of course changes in [Proposal #45](#) for the Robotics BAS degree.*
3. [Proposal #31](#) from **Automotive Collision Repair & Refinishing** to eliminate pre-requisites for ACRR 0252 Internship in favor of permission from instructor.
4. [Proposal #32](#) from **ESTEC Industrial Controls** to update courses and curriculum for the AAS in Industrial Controls in order to provide concentration options in Instrumentation and Process Control and in Motor Control and Protective Relaying.
5. [Proposal #33](#) from **Surveying and Geomatics Engineering Technology** to restore GEMT 3315 and delete GEMT 3341 and 3342 and substitute GEOL 4427 for HIST 4490 to eliminate scheduling conflicts, and to update curriculum requirements for the BS degree.
6. [Proposal #34](#) from **Information Technology Systems** to delete ITS 0250 Computer Forensics from the catalog since it has never been taught.
7. [Proposal #35](#) from **Health Information Technology** to add BIOL 1100/1100L as an acceptable option for required Objective 5 Gen Ed course.
8. [Proposal #36](#) from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of Letter of Notification #2018-LON-xx.*
9. [Proposal #37](#) from **Massage Therapy** to update course and curriculum requirements, create new course MSTH 0242 Sports Massage.
10. [Proposal #38](#) from **Psychology** to delete PSYC 3302 and update other course descriptions and pre-reqs.
11. [Proposal #39](#) from **General Studies** to reduce required upper division credits from 40 to 36 and increase Arts & Letters credits from 20 to 24.
12. [Proposal #40](#) from **Communication Sciences & Disorders** to create new CSD 3374, delete CSD 3320, adjust Sign Language courses and curriculum to meet accreditation standards.

13. [Proposal #41](#) from **Communication Sciences & Disorders** to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases.
14. [Proposal #42](#) from **Sports Science & Physical Education** to create new courses PE 4414 and PE 4428, update Programs of Study for emphases in Exercise Science, Physical Education Teaching, and Sport Management.
15. [Proposal #43](#) from **Healthcare Administration** to update curriculum requirements for BS degree.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:15 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #15 as amended](#) from **Sociology, Social Work, & Criminology** to change SOWK course titles and to eliminate the student fee for background checks. *Changes affect Graduate Catalog.*
2. [Proposal #18](#) from **Anthropology** for a new 9-credit Certificate in Medical Anthropology. *Changes affect Graduate catalog. Requires SBOE approval of Letter of Notification #2018-LON-03.*
3. [Proposal #19](#) from **Global Studies** to update course title and description for GLBL 2203, an existing Obj.6 Gen Ed course (not on the SBOE's Common Course list). **GERC has approved these non-substantive changes.**
4. [Proposal #20](#) from **Student Success Center** to change course title and description for ACAD 1111, and existing Obj. 8 Gen Ed course. **GERC has approved these non-substantive changes.**
5. [Proposal #21](#) from **Dental Hygiene** to adjust DENT course credits and change DENT 4408 semester offering from Summer to Fall.
6. [Proposal #22](#) from **Radiographic Science** for a new 46-credit Certificate in Diagnostic Medical Sonography. *Requires SBOE approval of State Proposal #2018-10.*
7. [Proposal #23](#) from **ESTEC Mechanical Engineering Technology** to update AAS degree curriculum and create new courses ESET 0239 and 0239L in order to consolidate material taught in ESET 0240 and ESET 0241.

8. [Proposal #24](#) from **ESTEC Nuclear Operations Technology** to add CHEM 1101 as Gen Ed Obj. 5 option to AAS degree requirements curriculum in accordance with recommendations from the program's technical advisory body.
9. [Proposal #25](#) from **ESTEC Electrical Engineering Technology** to add ESET 0181 and remove ESET 0220 & 0221 from AAS degree requirements in accordance with recommendations from the program's technical advisory body.
10. [Proposal #26](#) from **ESTEC Cyber Physical Security** to update objectives, curriculum, and pre-requisites for the Intermediate Technical Certificate and AAS degree requirements in accordance with recommendations from the program's technical advisory body.
11. [Proposal #27](#) from **Pharmacy** to delete the obsolete Non-Traditional PharmD program and courses which are no longer needed, and other course housekeeping changes. *Requires SBOE approval of State Proposal #2018-09.*
12. [Proposal #28](#) from **Division of Health Sciences** for housekeeping changes to Mindfulness courses. *Changes affect Graduate catalog.*

**Undergraduate Curriculum Council (UCC)
October 11, 2018 – ‘virtual’ meeting via email
Volume XXXIV, Meeting 15 (20-15)**

MINUTES – *Approved by Curriculum Council via email ballot on November 9, 2018; Accepted by Academic Affairs on November 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)
LaVona Andrew, Barb Mason

1b. Excused:

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst: Catherine Read

1c. Absent: Cathy Gray

1d. Guests: none

2. Minutes for **September 27, 2018** and **October 4, 2018** – *deferred until later*

3. Announcements -- none

4. Report from the Executive Committee:

Executive Committee agreed during their Oct 3 meeting upon Consent Calendar items for this week. Since both Belliston and Read are gone this week, October 11 will be a ‘virtual’ meeting conducted via email to approve Minutes and Consent Calendar items. Members should use the extra time to carefully peruse the more complicated and/or interconnected proposals for consistency, accuracy, and potential problems that could arise that have not been noticed. Please use the Commenting feature on Google Docs freely to facilitate discussion. UCC will meet as usual on October 18.

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/29

[Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/19

[Certificates in Biomedical Ethics – Letter of Notification drafted](#)-- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE

[Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5

[Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5

[Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals

[Discontinue Non-Traditional PharmD program – needs full discontinuance proposal](#)

[UCC Proposal #27](#) approved by UCC;

State Proposal needs signatures, awaiting UCC’s endorsement and Deans’ Council approval

[New Certificate in Diagnostic Medical Sonography – full proposal needed - PRIORITY](#)

initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. [UCC catalog Proposal # 22](#) was approved 10/4/2018 – **This one needs to be included in 2019-20 catalog!**

State Proposals and Letters of Notification known to be in the Works:

[BAS in Robotics Engineering Technology \(BAS\) - full Proposal received](#)

COT is submitted this proposal, needs review and processing; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues

[Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process

[Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process [New Minor in Film Studies -- needs LON](#)

awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process

C. CONSENT CALENDAR – approved in its entirety:

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

State Proposals for Review): -- Council voted electronically to **endorse** the following:

1. [#2018-09 Discontinue Non-Traditional Doctor of Pharmacy \(NTPD\)](#) program – *RUSH!*
(Appendix S-1)
Corresponds to [UCC Proposal #27](#) which was approved by UCC on 10/04/2018
2. [#2018-10 new 46-credit Certificate in Diagnostic Medical Sonography](#) -- (Appendix S-2)
Corresponds to [UCC Proposal #22](#) which was approved by UCC on 10/04/2018

Curriculum, Course and Program Change Proposals:

Council voted electronically to **approve** the following proposals:

1. Council **approved**, as part of the Consent Calendar, [Proposal #31](#) from **Automotive Collision Repair & Refinishing** ([Appendix 1](#)) to eliminate pre-requisites for ACRR 0252 Internship in favor of permission from instructor.
2. Council **approved**, as part of the Consent Calendar, [Proposal #34](#) from **Information Technology Systems** ([Appendix 2](#)) to delete ITS 0250 Computer Forensics from the catalog since it has never been taught.
3. Council **approved**, as part of the Consent Calendar, [Proposal #35](#) from **Health Information Technology** ([Appendix 3](#)) to add BIOL 1100/1100L as an acceptable option for required Objective 5 Gen Ed course.
4. Council **approved**, as part of the Consent Calendar, [Proposal #38](#) from **Psychology** ([Appendix 4](#)) to delete PSYC 3302 and update other course descriptions and pre-reqs.
5. Council **approved**, as part of the Consent Calendar, [Proposal #39](#) from **General Studies** ([Appendix 5](#)) to reduce required upper division credits from 40 to 36 and increase Arts & Letters credits from 20 to 24.

D. UNFINISHED BUSINESS – for discussion during October 18, 2018 meeting

Curriculum, Course, and Program Change Proposals:

1. [Proposal #13](#) from **Anthropology** for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course.*
2. [Proposal #29](#) from **Automotive Technology** to change the Intermediate Technical Certificate to an Advanced Technical Certificate, create new course AUTM 0111 and delete AUTM 0104, update curriculum in accordance with recommendations from the program's technical advisory body.
3. [Proposal #30](#) from **ESTEC Unmanned Aerial Systems** to replace UAS 0382 with UAS 0282 as more appropriate to the course content level, and update course pre-requisites to be consistent with changes to Robotics program. *Contingent upon approval of course changes in [Proposal #45](#) for the Robotics BAS degree.*
4. [Proposal #32](#) from **ESTEC Industrial Controls** to update courses and curriculum for the AAS in Industrial Controls in order to provide concentration options in Instrumentation and Process Control and in Motor Control and Protective Relaying.
5. [Proposal #33](#) from **Surveying and Geomatics Engineering Technology** to restore GEMT 3315 and delete GEMT 3341 and 3342 and substitute GEOL 4427 for HIST 4490 to eliminate scheduling conflicts, and to update curriculum requirements for the BS degree.
6. [Proposal #36](#) from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of Letter of Notification #2018-LON-xx.*
7. [Proposal #37](#) from **Massage Therapy** to update course and curriculum requirements, create new course MSTH 0242 Sports Massage.
8. [Proposal #40](#) from **Communication Sciences & Disorders** to create new CSD 3374, delete CSD 3320, adjust Sign Language courses and curriculum to meet accreditation standards.
9. [Proposal #41](#) from **Communication Sciences & Disorders** to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases.
10. [Proposal #42](#) from **Sports Science & Physical Education** to create new courses PE 4414 and PE 4428, update Programs of Study for emphases in Exercise Science, Physical Education Teaching, and Sport Management.
11. [Proposal #43](#) from **Healthcare Administration** to update curriculum requirements for BS degree.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

E. NEW BUSINESS

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

State Proposals for Review:

1. [#2018-11 BAS in Robotics Engineering Technology](#)
Corresponds to [UCC Proposal #45](#) which is in the works as part of New Business below

Curriculum, Course, and Program Change Proposals:

1. All Proposals included in the **Cat to Process** Google Folder and on the [Tracking Sheet](#) as submitted for UCC's consideration, but Catherine's vacation takes precedence for once! She will process them when she gets back.

F. ADJOURNMENT: 5:00 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED:

- S-1. [#2018-09 Discontinue Non-Traditional Doctor of Pharmacy \(NTPD\)](#) program – *RUSH!*
Corresponds to [UCC Proposal #27](#) which was approved by UCC on 10/04/2018
- S-2. [#2018-10 new 46-credit Certificate in Diagnostic Medical Sonography](#)
Corresponds to [UCC Proposal #22](#) which was approved by UCC on 10/04/2018

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #31](#) from **Automotive Collision Repair & Refinishing** to eliminate pre-requisites for ACRR 0252 Internship in favor of permission from instructor.
2. [Proposal #34](#) from **Information Technology Systems** to delete ITS 0250 Computer Forensics from the catalog since it has never been taught.
3. [Proposal #35](#) from **Health Information Technology** to add BIOL 1100/1100L as an acceptable option for required Objective 5 Gen Ed course.
4. [Proposal #38](#) from **Psychology** to delete PSYC 3302 and update other course descriptions and pre-reqs.
5. [Proposal #39](#) from **General Studies** to reduce required upper division credits from 40 to 36 and increase Arts & Letters credits from 20 to 24.

Undergraduate Curriculum Council (UCC)

October 18, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 16 (20-16)

MINUTES – *Approved by Curriculum Council via email ballot on November 9, 2018; Accepted by Academic Affairs on November 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Joanne Toevs, Cathy Gray, and Barb Mason (Meridian)

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: LaVona Andrew

1c. Guests: none

2. Minutes for **September 27, 2018, October 4, 2018, and October 11, 2018** ‘virtual’ meeting – *deferred until later*

3. Announcements -- none

4. Report from the Executive Committee:

Met yesterday and selected proposals for today’s Consent Calendar. Decided future College of Technology’s proposals could be considered Consent Calendar items by default since they rarely affect other programs. Council always has the option of pulling any item from the Consent Calendar if there is any reason to do so.

5. Information from Academic Affairs:

SBOE is making changes to its Policy III.N. to incorporate the Gen Ed Common Course Numbering.

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – meets again this coming Tuesday.

b. BAS Committee – first meeting of the semester is tomorrow

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate: proposed Faculty Constitution is out for faculty vote.

9. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) –President approved, sent to SBOE for 30-day Review, ends 10/29

[Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/19

[Certificates in Biomedical Ethics – Letter of Notification drafted](#)-- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE

[Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5

Discontinue BA in Spanish, German and French for Business and Professions full proposals – sent to SBOE for 30-day Review, ends 11/5
Certificates in Medical Anthropology – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals

State Proposals and Letters of Notification known to be in the Works:

PRIORITY: New Certificate in Radiographic Science Sonography – full proposal needed
initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. [UCC catalog Proposal # 22](#) under consideration – **This one needs to be included in 2019-20 catalog!**
BAS in Robotics Engineering Technology (BAS) - full Proposal needed
COT is working on this proposal; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues regarding upper division credits
Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
New Minor in Film Studies -- needs LON
awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process
Discontinue Non-Traditional PharmD program – needs full discontinuance proposal
[UCC Proposal #27](#) under consideration by UCC, still awaiting State Proposal

Problematic Proposals:

1. The massive TES Proposal is complete, now in the process of being split into smaller, more manageable chunks for UCC's consideration.
2. Interconnected proposals under way, will be processed together:
[History, Geosciences, TES, GEM (Gen Ed)]
[CMP, ART]
[RCET, new Robotics BAS] Academic Affairs is meeting with the Registrar and College of Tech today in an effort to resolve remaining issues with upper division CTE credits and other matters.

C. CONSENT CALENDAR – all items **approved** unanimously:

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

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved**, as part of the Consent Calendar, [Proposal #29](#) from **Automotive Technology** ([Appendix 2](#)) to change the Intermediate Technical Certificate to an Advanced Technical Certificate, create new course AUTM 0111 and delete AUTM 0104, update curriculum in accordance with recommendations from the program's technical advisory body.
2. Council **approved**, as part of the Consent Calendar, [Proposal #30](#) from **ESTEC Unmanned Aerial Systems** ([Appendix 3](#)) to replace UAS 0382 with UAS 0282 as more appropriate to the course content level, and update course pre-requisites to be consistent with changes to Robotics program. *Contingent upon approval of course changes in [Proposal #xx](#) for the Robotics BAS degree.*
3. Council **approved**, as part of the Consent Calendar, [Proposal #32](#) from **ESTEC Industrial Controls** ([Appendix 4](#)) to update courses and curriculum for the AAS in Industrial Controls in order to provide

concentration options in Instrumentation and Process Control and in Motor Control and Protective Relaying.

D. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council **approved** [Proposal #13](#) as amended from **Anthropology** ([Appendix 1](#)) for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course.*
2. Council **approved** [Proposal #33](#) from **Surveying and Geomatics Engineering Technology** ([Appendix 5](#)) to restore GEMT 3315 and delete GEMT 3341 and 3342 and substitute GEOL 4427 for HIST 4490 to eliminate scheduling conflicts, and to update curriculum requirements for the BS degree.
3. [Proposal #36](#) from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADNRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of 2018-LON-xx.* **Tabled** pending verification of which catalog year this should be included in.
4. Council **approved** [Proposal #37](#) from **Massage Therapy** ([Appendix 6](#)) to update course and curriculum requirements, create new course MSTH 0242 Sports Massage.
5. [Proposal #40](#) from **Communication Sciences & Disorders** to create new CSD 3374, delete CSD 3320, adjust Sign Language courses and curriculum to meet accreditation standards. **Tabled** to verify semester offering changes do not cause conflicts with [Proposal #41](#).
6. [Proposal #41](#) from **Communication Sciences & Disorders** to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases. **Tabled** to verify semester offering changes do not cause conflicts with [Proposal #40](#).
7. [Proposal #42](#) from **Sports Science & Physical Education** to create new courses PE 4414 and PE 4428, update Programs of Study for emphases in Exercise Science, Physical Education Teaching, and Sport Management. **Tabled** pending submission of interconnected [Geology Proposal #49](#).
8. [Proposal #43](#) from **Healthcare Administration** to update curriculum requirements for BS degree. **Tabled** to allow more discussion and resolution of concerns between Economics and Healthcare Administration.

E. NEW BUSINESS

State Proposals for Review:

1. [#2018-11 BAS in Robotics Engineering Technology](#)
Corresponds to [UCC Proposal #45](#) which is in the works as part of New Business below

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

Curriculum, Course, and Program Change Proposals:

1. All Proposals included in the **Cat to Process** Google Folder and on the [Tracking Sheet](#) as submitted for UCC's consideration, but Catherine's vacation takes precedence for once! I will process them when I get back.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:25 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #13](#) as amended from **Anthropology** for housekeeping changes and to convert ANTH 2230 to ANTH 1101/1101L Biological Anthropology as an Objective 5 Gen Ed course and ANTH 2250 to ANTH 1102 Cultural Anthropology as an Objective 6 Gen Ed course. These changes are required to comply with the SBOE's Common Course Numbering mandate. *Requires GERC's approval of the Gen Ed Course Proposal/Assessment Plan for each new Gen Ed course.*
2. [Proposal #29](#) from **Automotive Technology** to change the Intermediate Technical Certificate to an Advanced Technical Certificate, create new course AUTM 0111 and delete AUTM 0104, update curriculum in accordance with recommendations from the program's technical advisory body.
3. [Proposal #30](#) from **ESTEC Unmanned Aerial Systems** to replace UAS 0382 with UAS 0282 as more appropriate to the course content level, and update course pre-requisites to be consistent with changes to Robotics program. *Contingent upon approval of course changes in [Proposal #45](#) for the Robotics BAS degree.*
4. [Proposal #32](#) from **ESTEC Industrial Controls** to update courses and curriculum for the AAS in Industrial Controls in order to provide concentration options in Instrumentation and Process Control and in Motor Control and Protective Relaying.
5. [Proposal #33](#) from **Surveying and Geomatics Engineering Technology** to restore GEMT 3315 and delete GEMT 3341 and 3342 and substitute GEOL 4427 for HIST 4490 to eliminate scheduling conflicts, and to update curriculum requirements for the BS degree.
6. [Proposal #37](#) from **Massage Therapy** to update course and curriculum requirements, create new course MSTH 0242 Sports Massage

Undergraduate Curriculum Council (UCC)

October 25, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 17 (20-17)

MINUTES – *Approved by Curriculum Council via email ballot on November 9, 2018; Accepted by Academic Affairs on November 16, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (Idaho Falls) and LaVona Andrew (Meridian)

Telephone: Barb Mason

Ex-Officio: JoAnn Hertz, Chris Hunt, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Joanne Tokle

1c. Guests: none

2. Minutes for **September 27, 2018, October 4, 2018, October 11, 2018** ‘virtual’ meeting and **October 18, 2018** – *deferred until later*

3. Announcements -- none

4. Report from the Executive Committee:

Met yesterday and discussed interconnected proposals. Agreed to invite Biology chair to discuss new BIOL 2227 & 2228 Anatomy & Physiology courses with UCC and other impacted parties. If the proposal is approved, Executive Committee authorized Chris Hunt to use the Change Memo process to facilitate related departmental catalog changes with the caveat that faculty vote and department chair sign-off will be required for each change memo.

5. Information from Academic Affairs: none

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

Met Tuesday and appointed two members to chair next semester’s Objective Review Committees:

Objective 3 ORC chair is Paul Cad,

Objective 4 ORC chair is Spencer Jardine.

A GERC proposal will be required for the proposed new BIOL 2227/L Anatomy & Physiology courses.

GERC members reviewed a draft Gen Ed course proposal for MGT 1105 and gave feedback for the department to consider as they revise the proposal.

b. BAS Committee – met last Friday. Will send their approved Minutes to UCC soon.

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate: Faculty Constitution puts UCC and GERC back under Faculty Senate again.

Council minutes and recommendations would go to Senate for acceptance before being forwarded to Academic Affairs and Associate Deans. Current Senate co-chairs are aware of timeliness issues. Council Bylaws will need to be updated to reflect the structural changes.

9. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

- [BBA in Economics – full proposal](#) –President approved, sent to SBOE for 30-day Review, ends 10/29
- [Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/19
- [Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5
- [Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5
- [Certificates in Biomedical Ethics – Letter of Notification](#) -- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE
- [Discontinue Non-Traditional PharmD program –full discontinuance proposal](#)
Approved by Deans' Council 10/23, in administrative approval pipeline
[UCC Proposal #27](#) approved by UCC,
- [New 46-credit Certificate in Radiographic Science Sonography – full proposal](#)
approved by Deans' Council 10/23, in administrative approval pipeline
corresponding [UCC catalog Proposal # 22](#) was approved 10/4/18 – **This one needs to be included in 2019-20 catalog!**
- [Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals
- [Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
- [Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process
- [BAS in Robotics Engineering Technology \(BAS\) - full Proposal](#)
State proposal and corresponding catalog proposal are on UCC's agenda for consideration

State Proposals and Letters of Notification known to be in the Works:

- [New Minor in Film Studies -- needs LON](#)
LON Request received by Academic Affairs 10/24; UCC catalog proposal in process

Problematic Proposals:

1. The massive TES Proposal is complete, now in the process of being split into smaller, more manageable chunks for UCC's consideration.
2. Interconnected proposals under way, will be processed together:
 - [History, Geosciences, TES, Early Childhood, GEM (Gen Ed), BIOL Anatomy & Physiology]
 - Since last UCC meeting a new, related proposal from College of Education for Early Childhood blended revisions is under way that should be considered in conjunction with these proposals*
 - [Sport Science, Geosciences]
 - [CMP, ART]
 - [Electrical Engineering, Mechanical Engineering]
3. new [CSD proposal](#) to change CSD 3321L to CSD 3325L relates to Proposals [#40](#) and [#41](#) below

C. CONSENT CALENDAR – none this week

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

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals: none this week

D. UNFINISHED BUSINESS

State Proposals for Review:

1. Council voted to **endorse** State Proposal [#2018-11 BAS Degree in Robotics Engineering Technology \(Appendix S-1\)](#) Corresponds to [Proposal #45](#)

Curriculum, Course, and Program Change Proposals:

1. [Proposal #36](#) from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of 2018-LON-xx. Remains tabled* pending inclusion of all pre-req course in the curriculum.
2. Council voted to **approve** [Proposal #40](#) from **Communication Sciences & Disorders** ([Appendix 1](#)) to create new CSD 3374, delete CSD 3320, adjust Sign Language courses and curriculum to meet accreditation standards. Was tabled last week to verify proposed semester offerings do not introduce scheduling conflicts with **Proposal #41**; this has been done.
3. [Proposal #41](#) from **Communication Sciences & Disorders** to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases. Was tabled last week to verify proposed semester offerings do not introduce scheduling conflicts with **Proposal #40**; this has been done. However, it **remains tabled** pending resolution of comments and suggestions.
4. Council voted to **approve** [Proposal #42 as amended](#) from **Sports Science & Physical Education** ([Appendix 2](#)) to create new courses PE 4414 and PE 4428, update Programs of Study for emphases in Exercise Science, Physical Education Teaching, and Sport Management. **Tabled** last time to wait for the Geology proposal to be processed and considered in conjunction with this proposal. *Changes affect [Proposal #49](#).*
5. [Proposal #43](#) from **Healthcare Administration** to update curriculum requirements for BS degree. Was tabled last time pending more discussion and mutually satisfactory resolution between Economics and Healthcare Administration departments. No progress, so **remains tabled** until further notice.
6. Council voted to **approve** [Proposal #44 as amended](#) from **Robotics & Communications Systems Engineering Technology (RCET)** ([Appendix 3](#)) for course updates and to create upper division 33xx courses. *Corresponding changes in [Proposal #30 Unmanned Aerial Systems](#) and in [Proposal #45 BAS in Robotics Engineering Technology](#).*
7. Council voted to **approve** [Proposal #45 as amended](#) from **Robotics & Communications Systems Engineering Technology (RCET)** ([Appendix 4](#)) to create a new BAS degree major in Robotics Engineering Technology. *Contingent upon approval of [Proposal #44](#) and SBOE approval of State Proposal #2018-11*
8. Council voted to **approve** [Proposal #46](#) from **Communication, Media and Persuasion** ([Appendix 5](#)) for course and curriculum changes, additions and deletions. *Changes affect Art courses in corresponding [Proposal #47](#).*

- Council voted to **approve** [Proposal #47](#) from **Art** ([Appendix 6](#)) to create new courses ART 3330 and ART 3333 and eliminate equivalency and pre-requisites for ART 4435 to mirror changes to cross-listed CMP courses. *Contingent upon approval of [Proposal #46](#)*

E. NEW BUSINESS

State Proposals for Review:

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

- [Change Memo: BBA in Economics](#) to adjust upper division elective credit requirements:

The BBA in Economics was approved by the UCC for the 2016-17 catalog, but approval from the SBOE was only recently received for the 2019-20 catalog. The ECON department has recently reviewed the curriculum as approved and would like to make the following change:

6 additional credit hours of upper-division ECON electives	6 <u>3</u>
6 credit hours of additional upper-division ISU College of Business courses	6 <u>9</u>

This change has no impact on any other department or curriculum.

- [Change Memo: BS in Health Sciences](#) to correct credit error

The Division of Health Sciences would like to make the following correction to the Core Requirements of the BS in Health Sciences.

Communication (~~2~~-3 credits)

Select ONE

ANTH 4409	Clinical Medical Anthropology	3
CMP 3308	Groups and Communication	3
CMP 4422	Conflict Management	3
COUN 3300	Interpersonal Skills in Health Professions	2
ENGL 3307	Professional and Technical Writing	3
HE 4410	Health Behavior Change Theory and Application	3
HE 4425	Patient Education Skills	2

Students are required to take one of the courses on the list, which may result in 2 or 3 credits.

There is no impact on any students or department other than BS in Health Sciences

Curriculum, Course, and Program Change Proposals:

- [Proposal #48](#) from **Nursing** to update pre-requisites and semester offerings for Nursing courses.
- [Proposal #49](#) from **Geosciences** to update courses and to modernize and simplify curriculum. *Changes affect Sport Science [Proposal #42](#), History [Proposal #50](#), TES [Proposal #54](#).*
- [Proposal #50](#) from **History** to create new HIST 1101 & 1102 World History I & II, change European History course numbers to HIST 1105 & 1106, delete obsolete courses, update other courses and curriculum. *Changes affect Geosciences [Proposal #49](#), GEM Gen Ed [Proposal #xx](#), TES [Proposal #55](#)*

4. [Proposal #51](#) from **Electrical Engineering** to create new courses EE 2240L, 2245 and 3301, delete EE 4413 and 4496B, and to update courses and curriculum in accordance with assessment and evaluation findings and input from industry experts, students, alumni and faculty. *Changes affect [Proposal #52](#).*
5. [Proposal #52](#) from **Mechanical Engineering** to create new permanent courses ME 4424, 4435, and 4495 which had been taught as experimental courses; substitute new course EE 2245 for EE 2240 as a required course for the B.S. degree, and other minor course and curriculum updates. *Changes affect **Graduate Catalog**. Contingent upon approval of new course EE 2245 in [Proposal #51](#).*

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:25 p.m.

APPENDICES

ACTIONS APPROVED:

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

STATE PROPOSALS ENDORSED: --

S-1. State Proposal [#2018-11 BAS Degree in Robotics Engineering Technology](#). Corresponds to [Proposal #45](#)

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #40](#) from **Communication Sciences & Disorders** to create new CSD 3374, delete CSD 3320, adjust Sign Language courses and curriculum to meet accreditation standards. Was tabled last time to check proposed semester offerings against [Proposal #41](#) to ensure no scheduling conflicts are introduced.
2. [Proposal #42 as amended](#) from **Sports Science & Physical Education** to create new courses PE 4414 and PE 4428, update Programs of Study for emphases in Exercise Science, Physical Education Teaching, and Sport Management. Was tabled last time to wait for the Geology proposal to be processed and considered in conjunction with this proposal. *Changes affect [Proposal #49](#).*
3. [Proposal #44 as amended](#) from **Robotics & Communications Systems Engineering Technology (RCET)** for course updates and to create upper division 33xx courses. *Corresponding changes in [Proposal #30 Unmanned Aerial Systems](#) and in [Proposal #45 BAS in Robotics Engineering Technology](#).*
4. [Proposal #45 as amended](#) from **Robotics & Communications Systems Engineering Technology (RCET)** to create a new BAS degree major in Robotics Engineering Technology. *Contingent upon approval of [Proposal #44](#) and **SBOE approval of State Proposal #2018-11**.*
5. [Proposal #46](#) from **Communication, Media and Persuasion** for course and curriculum changes, additions and deletions. *Changes affect Art courses in corresponding [Proposal #47](#).*
6. [Proposal #47](#) from **Art** to create new courses ART 3330 and ART 3333 and eliminate equivalency and pre-requisites for ART 4435 to mirror changes to cross-listed CMP courses. *Contingent upon approval of [Proposal #46](#).*

Undergraduate Curriculum Council (UCC)

November 1, 2018 – 3:00-5:00 p.m. in ADMIN 102, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 18 (20-18)

MINUTES – Approved by Curriculum Council on November 29, 2018; Accepted by Academic Affairs on December 12, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (I.F.), Barb Mason (Meridian) and LaVona Andrew (via telephone)

Ex-Officio: Chris Hunt, JoAnn Hertz, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Susan Belliston, Deidre Caputo-Levine

1c. Guests: none

2. Minutes for **September 27, 2018, October 4, 2018, October 11, 2018** ‘virtual’ meeting, **October 18, 2018, October 25, 2018** – *will vote via email*

3. Announcements -- none

4. Report from the Executive Committee:

Met on Tuesday and discussed plans for the next 3 meetings. This week UCC will consider all the sub-proposals from Education along with the proposals listed in Unfinished Business. Next week’s Nov. 8 meeting will focus on the new BIOL 2227/L and 2228/L Anatomy & Physiology gen ed courses, with all interested parties invited to participate in the discussion. Several proposals were slated for the Consent Calendar. The Nov. 15 meeting will include the GEM Gen Ed proposal and finishing up remaining proposals before the Nov. 16 catalog cutoff date and Thanksgiving Break. There may be one more critical proposal to clean up the Health Sciences curriculum coming that should be included in the 2019-20 catalog if at all possible; Chris Hunt will help shepherd that proposal through the process if it materializes.

5. Information from Academic Affairs: -- nothing to report

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – meets again this coming Tuesday.

i. Council **accepted** GERC’s Minutes for [September 25, 2018](#) and [October 9, 2018](#)

b. Council **accepted** BAS Committee’s Minutes for [April 27, 2018](#)

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate: President Satterlee has approved the Faculty Constitution and will forward it to SBOE for their approval at their December meeting.

9. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/29

- [Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review ended 10/19, CAAP to review 11/15.
- [Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5
- [Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5
- [Certificates in Biomedical Ethics – Letter of Notification](#) -- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE
- [Discontinue Non-Traditional PharmD program –full discontinuance proposal](#)
President approved, sent to SBOE for 30-day Review, ends 11/29
- [New 46-credit Certificate in Radiographic Science Sonography – full proposal](#)
approved by Deans' Council 10/23, awaiting President's approval
- [Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting GC proposal approval
- [BAS in Robotics Engineering Technology \(BAS\) - full Proposal](#)
Deans' Council approved it 10/31, awaiting President's approval

State Proposals and Letters of Notification known to be in the Works:

- [Discontinue two minors: Human Resource Development, & Organizational Leadership](#) – needs LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
- [Two 15-Credit Certificates: Career & Technical Education, Training & Development](#) -- need LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
- [New Minor in Film Studies](#) -- needs LON
LON Request received by Academic Affairs 10/24; UCC catalog proposal in process

Problematic Proposals:

1. The massive 109-page [TES Master Proposal](#) has been split into 8 smaller, more manageable chunks for UCC's consideration. Interconnected proposals all processed for consideration together:
 - [History, Geosciences, all TES] – **Nov 1**
 - [Electrical Engineering, Mechanical Engineering] – **Nov 1**
 - BIOL Anatomy & Physiology – **Nov 8 – discussion, vote if concerns resolved**
 - Early Childhood blended revisions – **Nov 8**
 - MATH 11xxP – in process, probably **Nov 15**
 - GEM (Gen Ed) – **Nov 15**
 - new MGT Entrepreneurship Gen Ed course may be forthcoming, needs GERC approval
 - new, complicated Health Sciences proposal may be forthcoming
2. new [CSD proposal](#) to change CSD 3321L to CSD 3325L relates to Proposals [#40](#) and [#41](#)

C. CONSENT CALENDAR – Council approved in its entirety

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

1. Council **approved**, as part of the Consent Calendar, the [Change Memo: BBA in Economics \(Appendix A\)](#) to adjust upper division elective credit requirements:
The BBA in Economics was approved by the UCC for the 2016-17 catalog, but approval from the SBOE was only recently received for the 2019-20 catalog. The ECON department has recently reviewed the curriculum as approved and would like to make the following change:

6 additional credit hours of upper-division ECON electives	6 3
6 credit hours of additional upper-division ISU College of Business courses	6 9

This change has no impact on any other department or curriculum.

2. Council **approved**, as part of the Consent Calendar, the [Change Memo: BS in Health Sciences \(Appendix B\)](#) to correct credit error:

The Division of Health Sciences would like to make the following correction to the Core Requirements of the BS in Health Sciences.

Communication (2-3 credits)

Select ONE

ANTH 4409	Clinical Medical Anthropology	3
CMP 3308	Groups and Communication	3
CMP 4422	Conflict Management	3
COUN 3300	Interpersonal Skills in Health Professions	2
ENGL 3307	Professional and Technical Writing	3
HE 4410	Health Behavior Change Theory and Application	3
HE 4425	Patient Education Skills	2

Students are required to take one of the courses on the list, which may result in 2 or 3 credits.

There is no impact on any students or department other than BS in Health Sciences

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved**, as part of the Consent Calendar, [Proposal #48](#) from **Nursing** ([Appendix 2](#)) to update pre-requisites and semester offerings for Nursing courses.

D. REMAINS TABLED

1. [Proposal #43](#) from **Healthcare Administration** to update curriculum requirements for BS degree. **Tabled** pending more discussion and mutually satisfactory resolution between Economics and Healthcare Administration departments. Additional revisions may be needed.

E. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal #36](#) from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of 2018-LON-xx.* Was tabled last time to add all pre-reqs to curriculum listing. **Remains tabled** until after next week's discussion of the proposed new BIOL 2227/L & 2228/L courses.
2. Council **approved** [Proposal #41](#) **as amended** from **Communication Sciences & Disorders** ([Appendix 1](#)) to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases. Was tabled last time pending resolution of comments and suggestions, which have now been resolved.

3. Council **approved** [Proposal #49](#) **as amended** from **Geosciences** ([Appendix 3](#)) to update courses and to modernize and simplify curriculum. *Changes affect Sport Science [Proposal #42](#), History [Proposal #50](#), TES [Proposal #54](#), GEM Gen Ed [Proposal #76](#)*
4. Council **approved** [Proposal #50](#) **as amended** from **History** ([Appendix 4](#)) to create new HIST 1101 & 1102 World History I & II, change European History course numbers to HIST 1105 & 1106, delete obsolete courses, and update other courses and curriculum. *Changes affect Geosciences [Proposal #49](#), GEM Gen Ed [Proposal #76](#), TES [Proposal #55](#)*
5. Council **approved** [Proposal #51](#) from **Electrical Engineering** ([Appendix 5](#)) to create new courses EE 2240L, 2245 and 3301, delete EE 4413 and 4496B, and to update courses and curriculum in accordance with assessment and evaluation findings and input from industry experts, students, alumni and faculty. *Changes affect ME [Proposal #52](#).*
6. Council **approved** [Proposal #52](#) from **Mechanical Engineering** ([Appendix 6](#)) to create new permanent courses ME 4424, 4435, and 4495 which had been taught as experimental courses; substitute new course EE 2245 for EE 2240 as a required course for the B.S. degree, and other minor course and curriculum updates. *Changes affect Graduate Catalog. Contingent upon approval of new course EE 2245 in [Proposal #51](#).*
7. Council **approved** [Proposal #53](#) from **Teacher Education Studies: Course Changes Only** ([Appendix 7](#)) for course changes, additions and deletions to clean up the catalog, reduce credits, and align with state certification requirements.
This is the first of eight sub-proposals created from the [original comprehensive proposal](#) and includes only course changes.
8. Council **approved** [Proposal #54](#) **as amended** from **Teacher Education Studies: GEOL** ([Appendix 8](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the second of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Geosciences, Geology, and Earth Sciences** portions of the TES curriculum in the catalog. *Contingent upon approval of [GEOL Proposal #49](#) and [TES Proposal #53](#) courses.*
9. Council **approved** [Proposal #55](#) **as amended** from **Teacher Education Studies: HIST & POLS** ([Appendix 9](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the third of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **History, American Government, Social Studies, and Earth Sciences** portions of the TES curriculum in the catalog. *Contingent upon approval of [GEOL Proposal #50](#) and [TES Proposal #53](#) courses.*
10. [Proposal #56](#) from **Teacher Education Studies: CHEM** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the fourth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Chemistry** portions of the TES curriculum in the catalog. **Contingent upon approval of [TES Proposal #53](#) courses.**
Tabled pending resolution of Chemistry's concerns.
11. [Proposal #57](#) from **Teacher Education Studies: BIOL, MATH & PHYS** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the fifth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Biological Sciences, Mathematics, and Physics** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53](#) courses.*
Tabled to confirm whether to include another MATH course and/or add PHYS 1153 Descriptive Astronomy Lab course in the curriculum.

12. [Proposal #58](#) from **Teacher Education Studies: ENGL & LANG** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the sixth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **English, English as a Second Language, and Foreign Languages (French, German, Russian, and Spanish)** portions of the TES curriculum in the catalog.
Contingent upon approval of [TES Proposal #53 courses](#).
Tabled pending the inclusion of all LANG 1101 & 1102 as required credits in their respective places in the curriculum.
13. Council **approved** [Proposal #59](#) from **Teacher Education Studies: Secondary Ed, ART, CMP, THEA, ECON, HE, BED, FSC, SSPE** ([Appendix 10](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the seventh of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Secondary Education, Business Education, Communication, Drama, Economics, Health Education, Journalism, Music Education, Art, Business Technology, Family and Consumer Sciences, and Physical Education** portions of the TES curriculum in the catalog.
Contingent upon approval of [TES Proposal #53 courses](#).
14. [Proposal #60](#) from **Teacher Education Studies: Overview, Admission, Elementary Ed, and Special Ed** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the eighth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Overview, Admission to Teacher Education, Elementary Education, and Special Education** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53 courses](#).*
Tabled to confirm whether to include PHYS 1153 Descriptive Astronomy Lab course in the curriculum.

F. NEW BUSINESS

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

[Change Memo: BA General Studies](#) credit adjustment for [Proposal #39](#)

There has been a request to adjust the credits in the BA in General Studies as shown in Proposal 39.

This degree requires completion of the following program:

General Education Objectives	36
Upper division credits in the fine arts and humanities and/or social and behavioral sciences in the College of Arts and Letters	24 <u>21</u>
Additional upper division credits from programs in the College of Arts and Letters, College of Business, College of Education, College of Science and Engineering, or Kasiska Division of Health Sciences *	12 <u>15</u>
Electives from across the university	48
Total Credits	120

I recommend that this adjustment be made to the 2019-20 catalog.

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal #61](#) from Biology to create new BIOL 2227 / 2227L and BIOL 2228 / 2228L Anatomy & Physiology as Objective 5 Gen Ed courses in accordance with SBOE's Common Course mandate.

2. [Proposal #62](#) from **Global Studies & Languages** to create new SPAN 4461 as second semester Interpretation and Translation course and change course title for GLBL 3335 to Global Governance: Superpowers and Globalization.
3. [Proposal #63](#) from **Emergency Management** to remove EMGT 1101 from A.S. degree requirements, reduce from 9 to 8 courses to allow for completion in 2 semesters, and minor pre-req and housekeeping changes.
4. [Proposal #64](#) from **Fire Services Administration** to create new FSA 2250 as required course for the BS degree and to specify 60 credits of an AAS degree may be transferred toward the BS degree.
5. [Proposal #65](#) from **College of Business** to remove BA 4410 from BBA requirements and to add MGT 2216 as a pre-req for INFO 3301.
6. [Proposal #66](#) from **Finance & Economics** to delete ECON 4493, renumber ECON 3303 to 4440 and crosslist it with HCA 4440/5540, reduce credits required for the BA and minor in Economics.
7. [Proposal #67](#) from **English & Philosophy** to create a new interdisciplinary minor in Film Studies to be housed in English department in partnership with the department of Communication, Media, and Persuasion.
8. [Proposal #68](#) from **Teacher Education Studies** to remove EDUC 2215 from the requirements for a BA in Blended Early Childhood Education.
9. [Proposal #69](#) from **Communication Sciences & Disorders** to change CSD 3321L to CSD 3325L by deleting the former and creating the latter.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:40 p.m.

APPENDICES

ACTIONS APPROVED:

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

- A. [Change Memo: BBA in Economics](#) to adjust upper division elective credit requirements:
The BBA in Economics was approved by the UCC for the 2016-17 catalog, but approval from the SBOE was only recently received for the 2019-20 catalog. The ECON department has recently reviewed the curriculum as approved and would like to make the following change:

6 additional credit hours of upper-division ECON electives	6 3
6 credit hours of additional upper-division ISU College of Business courses	6 9

This change has no impact on any other department or curriculum.

- B. [Change Memo: BS in Health Sciences](#) to correct credit error:
The Division of Health Sciences would like to make the following correction to the Core Requirements of the BS in Health Sciences.

Communication (2-3 credits)

Select ONE

ANTH 4409	Clinical Medical Anthropology	3
CMP 3308	Groups and Communication	3
CMP 4422	Conflict Management	3
COUN 3300	Interpersonal Skills in Health Professions	2
ENGL 3307	Professional and Technical Writing	3
HE 4410	Health Behavior Change Theory and Application	3
HE 4425	Patient Education Skills	2

Students are required to take one of the courses on the list, which may result in 2 or 3 credits.

There is no impact on any students or department other than BS in Health Sciences

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #41](#) **as amended** from **Communication Sciences & Disorders** to eliminate pre-reqs and change semester offerings for CSD 4445 and to update curriculum for Pre-Audiology and Pre-Speech Language Pathology emphases. **Tabled** last time pending resolution of comments and suggestions.
2. [Proposal #48](#) from **Nursing** to update pre-requisites and semester offerings for Nursing courses.
3. [Proposal #49](#) **as amended** from **Geosciences** to update courses and to modernize and simplify curriculum. *Changes affect Sport Science [Proposal #42](#), History [Proposal #50](#), TES [Proposal #54](#).*
4. [Proposal #50](#) **as amended** from **History** to create new HIST 1101 & 1102 World History I & II, change European History course numbers to HIST 1105 & 1106, delete obsolete courses, and update other courses and curriculum. *Changes affect Geosciences [Proposal #49](#), GEM Gen Ed [Proposal #76](#), TES [Proposal #55](#)*
5. [Proposal #51](#) from **Electrical Engineering** to create new courses EE 2240L, 2245 and 3301, delete EE 4413 and 4496B, and to update courses and curriculum in accordance with assessment and evaluation findings and input from industry experts, students, alumni and faculty. *Changes affect [Proposal #52](#).*
6. [Proposal #52](#) from **Mechanical Engineering** to create new permanent courses ME 4424, 4435, and 4495 which had been taught as experimental courses; substitute new course EE 2245 for EE 2240 as a required course for the B.S. degree, and other minor course and curriculum updates. *Changes affect Graduate Catalog. Contingent upon approval of new course EE 2245 in [Proposal #51](#).*
7. [Proposal #53](#) from **Teacher Education Studies: Course Changes Only** for course changes, additions and deletions to clean up the catalog, reduce credits, and align with state certification requirements.
This is the first of eight sub-proposals created from the [original comprehensive proposal](#) and includes only course changes.
8. [Proposal #54](#) **as amended** from **Teacher Education Studies: GEOL** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the second of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Geosciences, Geology, and Earth Sciences** portions of the TES curriculum in the catalog. *Contingent upon approval of [GEOL Proposal #49](#) and [TES Proposal #53](#) courses.*

9. [Proposal #55](#) **as amended** from **Teacher Education Studies: HIST & POLS** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.

This is the third of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **History, American Government, Social Studies, and Earth Sciences** portions of the TES curriculum in the catalog. *Contingent upon approval of [HIST Proposal #50](#) and [TES Proposal #53](#) courses.*

10. [Proposal #59](#) from **Teacher Education Studies: Secondary Ed, ART, CMP, THEA, ECON, HE, BED, FSC, SSPE** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.

This is the seventh of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Secondary Education, Business Education, Communication, Drama, Economics, Health Education, Journalism, Music Education, Art, Business Technology, Family and Consumer Sciences, and Physical Education** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53](#) courses.*

Undergraduate Curriculum Council (UCC)

November 8, 2018 – 3:00-5:00 p.m. in REND 301, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 19 (20-19)

MINUTES – *Approved by Curriculum Council on November 29, 2018; Accepted by Academic Affairs on December 12, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (Idaho Falls) and Barb Mason, LaVona Andrew (Meridian)

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Carmen Febles

1c. Guests: Mike Thomas, Tony Seikel, Janet Loxterman, Jen Briggs, Darin Jernigan,

Telecom: Rachel Azzarito, Barb Gordon, Laura McKnight (Meridian)

2. Minutes for **September 27, 2018, October 4, 2018, October 11, 2018** ‘virtual’ meeting, **October 18, 2018, October 25, 2018** – *will vote via email*

3. **Discussion:** [Proposal #61](#) for BIOL 2227/2227L & 2228/2228L new Anatomy & Physiology courses
Proposed in response to SBOE’s Common Course Numbering mandate
[BIOL 2227 Comparison Model](#) showing pre-req mapping pathways - current and proposed

Mike Thomas explained the changes the Biology department intends to make to their Anatomy & Physiology courses in order to meet the State Board’s Common Course mandate. They are creating a lower-level BIOL 2227/L gen ed course and restructuring the upper division BIOL 3301/L and 3302/L courses. The course content will be carefully structured for each course and lab to ensure the students learn the material they will need to know as they progress through their individual program of study, whether health professions or biological sciences. The Biology department will tailor the course content to meet the needs of the other programs that require those courses. To accommodate transfer students, a new BIOL 2228/L course will be added to ISU’s course inventory, but there are no plans currently to offer it. The hope is to improve student success and lessen the current remedial content incorporated in BIOL 3301. Questions and answers ensued.

4. Report from the Executive Committee: none

5. Information from Academic Affairs: no report

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) – meets this coming Tuesday

b. BAS Committee – no report

7. Information from the Chair: none

8. Information from the Faculty Senate and other Councils:

Faculty Senate: none

9. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

- [BBA in Economics – full proposal](#) –President approved, sent to SBOE for 30-day Review, ended 10/29. Awaiting approval by State Board Office.
- [Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review ended 10/19, CAAP to review 11/15.
- [Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5
- [Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5
- [Certificates in Biomedical Ethics – Letter of Notification](#) -- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE
- [Discontinue Non-Traditional PharmD program –full discontinuance proposal](#)
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approved by Deans’ Council 10/23, awaiting President’s approval
- [Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting GC proposal approval
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State Proposals and Letters of Notification known to be in the Works:

- [Discontinue two minors: Human Resource Development, & Organizational Leadership](#) – needs LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
- [Two 15-Credit Certificates: Career & Technical Education, Training & Development](#) -- need LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
- [New Minor in Film Studies](#) -- needs LON
LON Request received by Academic Affairs 10/24; UCC catalog proposal in process

Problematic Proposals:

1. The massive 109-page [TES Master Proposal](#) has been split into 8 smaller, more manageable chunks for UCC’s consideration. Interconnected proposals all processed for consideration together:
 - BIOL Anatomy & Physiology – **Nov 8 – discussion, vote if concerns resolved**
 - Early Childhood blended revisions – **Nov 8**
 - MATH 11xxP – in process, probably **Nov 15**
 - GEM (Gen Ed) – **Nov 15**
 - new MGT Entrepreneurship Gen Ed course may be forthcoming, needs GERC approval
 - new, complicated Health Sciences proposal may be forthcoming
 - MATH upper division course changes should be forthcoming – **Nov 15**

C. CONSENT CALENDAR – Council approved all items in the Consent Calendar **EXCEPT** [Proposal #65](#).

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

1. Council **approved**, as part of the Consent Calendar, **Change Memo: BA General Studies** ([Appendix A](#)) credit adjustment for [Proposal #39](#)

There has been a request to adjust the credits in the BA in General Studies as shown in Proposal 39.

This degree requires completion of the following program:

General Education Objectives	36
Upper division credits in the fine arts and humanities and/or social and behavioral sciences in the College of Arts and Letters	24 <u>21</u>
Additional upper division credits from programs in the College of Arts and Letters, College of Business, College of Education, College of Science and Engineering, or Kasiska Division of	12 <u>15</u>

Health Sciences *	
Electives from across the university	48
Total Credits	120

I recommend that this adjustment be made to the 2019-20 catalog.

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved**, as part of the Consent Calendar, [Proposal #62](#) from **Global Studies & Languages** ([Appendix 7](#)) to create new SPAN 4461 as second semester Interpretation and Translation course and change course title for GLBL 3335 to Global Governance: Superpowers and Globalization.
2. Council **approved**, as part of the Consent Calendar, [Proposal #63](#) from **Emergency Management** ([Appendix 8](#)) to remove EMGT 1101 from A.S. degree requirements, reduce from 9 to 8 courses to allow for completion in 2 semesters, and minor pre-req and housekeeping changes.
3. Council **approved**, as part of the Consent Calendar, [Proposal #64](#) from **Fire Services Administration** ([Appendix 9](#)) to create new FSA 2250 as required course for the BS degree and to specify 60 credits of an AAS degree may be transferred toward the BS degree.
4. [Proposal #65](#) from **College of Business** to remove BA 4410 from BBA requirements and to add MGT 2216 as a pre-req for INFO 3301. **Pulled** from Consent Calendar and **tabled** because of last-minutes changes the department wants to make to the proposal.
5. Council **approved**, as part of the Consent Calendar, [Proposal #69](#) from **Communication Sciences & Disorders** ([Appendix 13](#)) to change CSD 3321L to CSD 3325L by deleting the former and creating the latter.

D. REMAINS TABLED

1. Council untabled and **approved** [Proposal #43 as amended](#) from **Healthcare Administration** ([Appendix 2](#)) to update curriculum requirements for BS degree. Had been tabled pending more discussion and mutually satisfactory resolution between Economics and Healthcare Administration departments regarding the dropping of HCA 3340 and addition of HCA 4440 instead. In the end, that is an internal departmental decision that does not affect the catalog.
2. [Proposal #56](#) from **Teacher Education Studies: CHEM** to clean up the catalog, reduce credits, and align curriculum with state certification requirements. This is the fourth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Chemistry** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53 courses](#). Remains tabled* since the concerns of the Chemistry department have not yet been resolved.

E. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council **approved** [Proposal #36 as amended](#) from **Practical Nursing** ([Appendix 1](#)) to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced

Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. **Requires SBOE approval of Letter of Notification #2018-LON-xx.** Remained **tabled** until after today's discussion of BIOL 2227/L & 2228/L.

2. Council **conditionally approved** [Proposal #57](#) as amended from **Teacher Education Studies: BIOL, MATH & PHYS** ([Appendix 3](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.

This is the fifth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Biological Sciences, Mathematics, and Physics** portions of the TES curriculum in the catalog. Was tabled last time to confirm whether to include another MATH course and/or add PHYS 1153 Descriptive Astronomy Lab course in the curriculum; department's answer was no.
Contingent upon approval of TES Proposal #53 courses.
UCC's approval **contingent** upon inclusion of pre-requisite courses as worked out by Registrar and College of Education.
3. Council **conditionally approved** [Proposal #58](#) as amended from **Teacher Education Studies: ENGL & LANG** ([Appendix 4](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.

This is the sixth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **English, English as a Second Language, and Foreign Languages (French, German, Russian, and Spanish)** portions of the TES curriculum in the catalog. Was tabled last time pending the inclusion of all LANG 1101 & 1102 as required credits in their respective places in the curriculum.
Contingent upon approval of TES Proposal #53 courses.
UCC's approval **contingent** upon inclusion of pre-requisite courses as worked out by Registrar and College of Education.
4. Council **approved** [Proposal #60](#) as amended from **Teacher Education Studies: Overview, Admission, Elementary Ed, and Special Ed** ([Appendix 5](#)) to clean up the catalog, reduce credits, and align curriculum with state certification requirements.

This is the eighth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Overview, Admission to Teacher Education, Elementary Education, and Special Education** portions of the TES curriculum in the catalog. **Contingent upon approval of TES Proposal #53 courses.** Tabled last time to confirm whether to include PHYS 1153 Descriptive Astronomy Lab course in the curriculum.
5. Council **approved** [Proposal #61](#) as amended from **Biology** ([Appendix 6](#)) to create new BIOL 2227 / 2227L and BIOL 2228 / 2228L Anatomy & Physiology as Objective 5 Gen Ed courses in accordance with SBOE's Common Course mandate. **Requires GERC approval of BIOL 2227 & 2227L as Objective 5 Gen Ed courses.**
6. Council **approved** [Proposal #66](#) as amended from **Finance & Economics** ([Appendix 10](#)) to delete ECON 4493, renumber ECON 3303 to 4440 and crosslist it with HCA 4440/5540, reduce credits required for the BA and minor in Economics.
7. Council **conditionally approved** [Proposal #67](#) from **English & Philosophy** ([Appendix 11](#)) to create a new interdisciplinary minor in Film Studies to be housed in English department in partnership with the department of Communication, Media, and Persuasion. **Requires SBOE approval of Letter of Notification #2018-LON-xx.**

UCC's approval was **contingent** upon favorable impact response from Communication, Media & Persuasion department, **which was subsequently received and embedded in the proposal.**
8. Council **approved** [Proposal #68](#) as amended from **Teacher Education Studies** ([Appendix 12](#)) to remove EDUC 2215 from the requirements for a BA in Blended Early Childhood Education.

F. NEW BUSINESS

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

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

Council voted to accept and immediately **table** the following proposals for consideration next time:

1. [Proposal #70](#) from **History** to update curriculum for BA in History to incorporate new courses.
2. [Proposal #71](#) from **Biology** to change pre-reqs for BIOL 4460 and BIOL 4490.
3. [Proposal #72](#) from **Management** to create new MGT 1105 Entrepreneurship and Civilization as an Objective 6 General Ed course. *Requires GERC approval.*
4. [Proposal #73](#) from **Math & Statistics** to change course descriptions for MATH 4423 & 4424 to match Graduate catalog, create new MATH 4494, delete obsolete MATH 3355 & 3356.

Be sure to look over the [Proposal Request Tracking Sheet](#) and check in with your constituent POs between now and next meeting.

F. ADJOURNMENT: 4:40 p.m.

APPENDICES

ACTIONS APPROVED:

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

A. [Change Memo: BA General Studies](#) credit adjustment for [Proposal #39](#)

There has been a request to adjust the credits in the BA in General Studies as shown in Proposal 39.

This degree requires completion of the following program:

General Education Objectives	36
Upper division credits in the fine arts and humanities and/or social and behavioral sciences in the College of Arts and Letters	24 <u>21</u>
Additional upper division credits from programs in the College of Arts and Letters, College of Business, College of Education, College of Science and Engineering, or Kasiska Division of Health Sciences *	12 <u>15</u>
Electives from across the university	48
Total Credits	120

I recommend that this adjustment be made to the 2019-20 catalog.

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #36](#) as amended from **Practical Nursing** to decrease required credits from 54-58 to 36 credits, delete ADRN 1104 Nursing Application, and change from an Advanced Technical Certificate to an Intermediate Technical Certificate in accordance with a ruling from the program's accrediting body to streamline the program. This is the first of a two-part curricular change that will extend into next year's catalog cycle. *Requires SBOE approval of Letter of Notification #2018-LON-xx.*
2. [Proposal #43](#) as amended from **Healthcare Administration** to update curriculum requirements for BS degree. Had been tabled pending more discussion and mutually satisfactory resolution between Economics and Healthcare Administration departments.
3. [Proposal #57](#) as amended from **Teacher Education Studies: BIOL, MATH & PHYS** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the fifth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Biological Sciences, Mathematics, and Physics** portions of the TES curriculum in the catalog. Was tabled last time to confirm whether to include another MATH course and/or add PHYS 1153 Descriptive Astronomy Lab course in the curriculum. *Contingent upon approval of [TES Proposal #53 courses](#).*
UCC's approval contingent upon inclusion of pre-requisite courses as worked out by Registrar and College of Education.
4. [Proposal #58](#) as amended from **Teacher Education Studies: ENGL & LANG** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the sixth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **English, English as a Second Language, and Foreign Languages (French, German, Russian, and Spanish)** portions of the TES curriculum in the catalog. Was tabled last time pending the inclusion of all LANG 1101 & 1102 as required credits in their respective places in the curriculum. *Contingent upon approval of [TES Proposal #53 courses](#).*
UCC's approval contingent upon inclusion of pre-requisite courses as worked out by Registrar and College of Education.
5. [Proposal #60](#) as amended from **Teacher Education Studies: Overview, Admission, Elementary Ed, and Special Ed** to clean up the catalog, reduce credits, and align curriculum with state certification requirements.
This is the eighth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Overview, Admission to Teacher Education, Elementary Education, and Special Education** portions of the TES curriculum in the catalog. Was tabled last time; confirmed with department curriculum is correct as entered. *Contingent upon approval of [TES Proposal #53 courses](#).*
6. [Proposal #61](#) as amended from Biology to create new BIOL 2227 / 2227L and BIOL 2228 / 2228L Anatomy & Physiology as Objective 5 Gen Ed courses in accordance with SBOE's Common Course mandate. *Requires GERC approval of BIOL 2227 & 2227L as Objective 5 Gen Ed courses.*
7. [Proposal #62](#) from **Global Studies & Languages** to create new SPAN 4461 as second semester Interpretation and Translation course and change course title for GLBL 3335 to Global Governance: Superpowers and Globalization.
8. [Proposal #63](#) from **Emergency Management** to remove EMGT 1101 from A.S. degree requirements, reduce from 9 to 8 courses to allow for completion in 2 semesters, and minor pre-req and housekeeping changes.
9. [Proposal #64](#) from **Fire Services Administration** to create new FSA 2250 as required course for the BS degree and to specify 60 credits of an AAS degree may be transferred toward the BS degree.

10. [Proposal #66](#) as amended from **Finance & Economics** to delete ECON 4493, renumber ECON 3303 to 4440 and crosslist it with HCA 4440/5540, reduce credits required for the BA and minor in Economics.
11. [Proposal #67](#) from **English & Philosophy** to create a new interdisciplinary minor in Film Studies to be housed in English department in partnership with the department of Communication, Media, and Persuasion. ***Requires SBOE approval of Letter of Notification #2018-LON-xx.***
UCC's approval was contingent upon favorable impact response from Communication, Media & Persuasion department, ***which was subsequently received and embedded in the proposal.***
12. [Proposal #68](#) as amended from **Teacher Education Studies** to remove EDUC 2215 from the requirements for a BA in Blended Early Childhood Education.
13. [Proposal #69](#) from **Communication Sciences & Disorders** to change CSD 3321L to CSD 3325L by deleting the former and creating the latter.

Undergraduate Curriculum Council (UCC)

November 15, 2018 – 3:00-5:00 p.m. in REND 301, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 20 (20-20)

MINUTES – Approved by Curriculum Council via email on December 6, 2018; Accepted by Academic Affairs on December 12, 2018

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Steven Byers, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (Idaho Falls), Barb Mason and LaVona Andrew (Meridian)

Telephone:

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White

Admin. Asst: Catherine Read

1b. Excused: Deidre Caputo-Levine, Joanne Toevs; Corey Zink

1c. Guests: Bob Houghton, Kevin Parker, Michael McGregor, Paul Bodily, Isaac Griffith

2. Minutes for **November 1, 2018** and **November 8, 2018** – vote via email

3. Report from the Executive Committee:

Met yesterday and discussed various business items:

- Tracy Payne is resigning from UCC since she has been appointed to serve on COSE's Executive Committee. **Wenxiang Zhu** from Math has been selected by COSE as her mid-term replacement, beginning January 2019.
- SBOE recently revised their [Common Course Listing](#), changing the name of MATH 1153 to Statistical Reasoning, and changing ANTH 1101 back to Physical Anthropology instead of Biological Anthropology and keeping it under Social & Behavioral (Objective 6) instead of moving it to Scientific (Objective 5) Ways of Knowing. These last-minute changes entailed corresponding adjustments to [Proposal #13 Revised](#) and [Proposal #76](#). CAAP (the council of Provosts) was slated to review this revised Common Course List this morning.
- The Executive Committee discussed several proposals on today's agenda and decided which to include in the Consent Calendar below.
- Bob Houghton and a few other guests will be attending today's meeting to answer any questions council members may have regarding [Proposal #74](#) from **Computer Science**.
- Proposed changes to SBOE Policies will limit Baccalaureate and Applied Baccalaureate degrees to minimum and maximum 120 credits, unless more credits are required to meet accreditation, certification, or professional license requirements. Such exceptions must be approved by SBOE. Other proposed policy changes may affect future program and catalog proposals as well. More information will be forthcoming as the policies are finalized and implemented.
- UCC's business next semester will include changing its Bylaws in light of the new Faculty Constitution and discussing protocols for online course change impacts.

4. Discussion of [Proposal #74](#) from **Computer Science** – Bob Houghton and other guests

The Department of Informatics and Computer Science has completely revamped the curricula for the major and minor in Computer Science. The main goal is to reacquire ABET and ACM accreditation which had to be given up a few years ago because of loss of faculty and budget constraints. The Informatics curricula will be revamped for next catalog, since there was not enough time to get them both done this year.

Council members and guests discussed concerns raised in the impact responses and the adjustments that were made to the proposal. Additional minor changes were made to the proposal during this discussion eliminate a pre-requisite conflict and change the name of a course. Paul Bodily, Michael McGregor, and Isaac Griffith explained the in-depth process they used to check ACM and ABET

objectives guidelines, the discussions among departmental faculty, substantial feedback from students, and displayed the flowchart they created to help them visualize and analyze the various curricular pathways for Computer Science, Informatics, and Health Informatics, prerequisite and course scheduling constraints, and the overall direction and aspirations for growth and improving the vitality and quality of the programs. There is a great demand for Computer Science and Informatics, among both students and potential employers of program graduates. The current heavy emphasis on Math is a barrier for students to complete the program; sister institutions do not require as many advanced Math courses.

As all council questions were answered, the guests left the meeting. As requested, they subsequently provided an updated rationale for the proposal that included more detail and reason for the changes.

5. Information from Academic Affairs:
The final Common Course List will not be included in SBOE policy since it is so difficult to change policy, but the list will be posted on SBOE's website.
6. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) –
GERC canceled this week's meeting. They meet again on Nov. 27 and will finish reviewing Gen Ed courses for the 2019-20 catalog, including voting to approve the Gen Ed Program catalog changes in [Proposal #76](#).
 - b. BAS Committee – meets again tomorrow afternoon
7. Information from the Chair: none
8. Information from the Faculty Senate and other Councils:
Faculty Senate: voted 20 to 0 (n=25) to approve the GEM Gen Ed Program [Proposal #76](#) on 11/12. Tokle attended their meeting and answered Senators' questions about the GEM proposal.
9. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

Discontinue BA in Theatre, Film & Video – full proposal – approved by SBOE 11/8/18

Discontinue BA in **Spanish, German and French** for Business and Professions full proposals – approved by SBOE 11/8/18

Discontinue BA in Economics – full proposal – approved by SBOE 11/1/18

Discontinue Non-Traditional PharmD program – full discontinuance proposal – President approved, sent to SBOE for 30-day Review, ends 11/29

BBA in Economics – full proposal – sent to SBOE for 30-day Review, ended 10/29. Awaiting approval by State Board Office, does not need full SBOE approval.

Certificates in Biomedical Ethics – Letter of Notification -- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE, awaiting approval

New 46-credit Certificate in Diagnostic Medical Sonography – full proposal approved by Deans' Council 10/23, awaiting **President's** approval

BAS in Robotics Engineering Technology (BAS) - full Proposal

Deans' Council approved it 10/31, awaiting **President's** approval

State Proposals and Letters of Notification known to be in the Works:

Certificates in Medical Anthropology – Letter of Notification drafted, awaiting GC proposal approval

Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
[Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs](#)

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
[New Minor in Film Studies -- needs LON](#)

Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved
[Change Intermediate Tech. Certificate to Advanced Tech. Certificate in Automotive Technology -- needs LON](#) -- Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved

[Change Advanced Tech. Certificate to Intermediate Tech. Certificate in Practical Nursing -- needs LON](#) -- Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved

Problematic Proposals:

1. GEM Gen Ed Program Courses [Proposal #76](#) – Nov 15

SBOE revised the Common Course List again on 11/13, CAAP to vote on it 11/15 a.m.
Recent revisions change ANTH 1101 course title from **Biological** Anthropology back to **Physical** Anthropology again. Also moves it back to Obj. 6 instead of Obj. 5
May require new course descriptions.

C. CONSENT CALENDAR – approved in its entirety

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

State Proposals for Review: none this week

Curriculum, Course and Program Change Proposals:

1. Council **approved**, as part of the Consent Calendar, [Proposal #70](#) from **History** ([Appendix 2](#)) to update curriculum for BA in History to incorporate new courses. *Contingent upon approval of [Proposal #50](#)*
2. Council **approved**, as part of the Consent Calendar, [Proposal #71](#) from **Biology** ([Appendix 3](#)) to change pre-reqs for BIOL 4460 and BIOL 4490.
3. Council **approved**, as part of the Consent Calendar, [Proposal #73](#) from **Math & Statistics** ([Appendix 5](#)) to change course descriptions for MATH 4423 & 4424 to match Graduate catalog, create new MATH 4494, delete obsolete MATH 3355 & 3356.

D. REMAINS TABLED

1. [Proposal #56](#) from **Teacher Education Studies: CHEM** to clean up the catalog, reduce credits, and align curriculum with state certification requirements. This is the fourth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Chemistry** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53](#) courses.*
Remains tabled pending resolution of curriculum with Chemistry department.

E. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council **approved** [Proposal #65](#) as amended from **College of Business** ([Appendix 1](#)) to remove BA 4410 from BBA requirements and to add MGT 2216 as a pre-req for INFO 3301.
2. Council **approved** [Proposal #72](#) from **Management** ([Appendix 4](#)) to create new MGT 1105 Entrepreneurship and Civilization as an Objective 6 General Ed course. *Requires GERC approval.*

F. NEW BUSINESS

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

1. Council **approved** [Change Memo: Delete College of Business 4493 Internship courses](#) ([Appendix A](#))

The College of Business would like to drop the following courses from the 2019-20 Undergraduate Catalog:

FIN 4493 Advanced Finance Internship
MGT 4493 Advanced Management Internship
MKTG 4493 Advanced Marketing Internship

The BBA in Marketing is the only degree program whose requirements are impacted:

MKTG 4427	Consumer Behavior	3
And ONE of the following courses:		3
MKTG 4411	Small Business and Entrepreneurship Practicum	
MKTG 4426	Marketing Research	
MKTG 4454	Advanced Marketing Management	
MKTG 4493	Advanced Marketing Internship	
6 ADDITIONAL credit hours of upper-division MKTG electives.		6
6 credit hours of upper-division College of Business courses		6
6 credit hours of additional upper-division ISU courses		6
Total Credits		24

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. [Proposal #13 Revised](#) from **Anthropology** to reverse the proposed changes to ANTH 2230 Introduction to Biological Anthropology. Recent changes to the [SBOE's Common Course Listing](#) regarding ANTH 1101 course title and GEM Objective make it no longer necessary to make any changes to ANTH 2230. However, Anthropology wants to add it to the Gen Ed program as a non-GEM Objective 5 course.
Tabled to make the last-minute corrections in accordance with recent developments.
2. Council **approved** [Proposal #74](#) as amended from **Computer Science** ([Appendix 6](#)) to update existing courses, add new courses, delete old courses, and revamp the curriculum for the BS degree and for the Minor in Computer Science.
3. Council **approved** [Proposal #75](#) from **Math & Statistics** ([Appendix 7](#)) to create MATH 1123P and MATH 1153P as "Plus" sections of existing courses to include supplementary instruction for students

who do not place into the regular sections. *GERC subsequently approved these courses as Objective 3 courses.*

4. Council **approved Proposal #76 as amended** from UCC and GERC ([Appendix 8](#)) to update the General Education Program courses in accordance with the SBOE’s Common Course Numbering mandate. *Contingent upon approval of ANTH [Proposal #13](#), GEOL [Proposal #49](#), HIST [Proposal #50](#), BIOL [Proposal #61](#), MATH [Proposal #75](#). Requires GERC approval. Contingent upon SBOE’s final [Common Course Numbering List](#).*

F. ADJOURNMENT: 4:49 p.m.

APPENDICES

ACTIONS APPROVED:

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

A. [Change Memo: Delete College of Business 4493 Internship courses](#)

The College of Business would like to drop the following courses from the 2019-20 Undergraduate Catalog:

FIN 4493 Advanced Finance Internship
MGT 4493 Advanced Management Internship
MKTG 4493 Advanced Marketing Internship

The BBA in Marketing is the only degree program whose requirements are impacted:

MKTG 4427	Consumer Behavior	3
And ONE of the following courses:		3
MKTG 4411	Small Business and Entrepreneurship Practicum	
MKTG 4426	Marketing Research	
MKTG 4454	Advanced Marketing Management	
MKTG 4493	Advanced Marketing Internship	
6 ADDITIONAL credit hours of upper-division MKTG electives.		6
6 credit hours of upper-division College of Business courses		6
6 credit hours of additional upper-division ISU courses		6
Total Credits		24

STATE PROPOSALS ENDORSED: -- none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #65](#) as amended from College of Business to remove BA 4410 from BBA requirements and to add MGT 2216 as a pre-req for INFO 3301.

2. [Proposal #70](#) from **History** to update curriculum for BA in History to incorporate new courses. *Contingent upon approval of [Proposal #50](#)*
3. [Proposal #71](#) from **Biology** to change pre-reqs for BIOL 4460 and BIOL 4490.
4. [Proposal #72](#) from **Management** to create new MGT 1105 Entrepreneurship and Civilization as an Objective 6 General Ed course. *Requires GERC approval to add this course to the Gen Ed Program.*
5. [Proposal #73](#) from **Math & Statistics** to change course descriptions for MATH 4423 & 4424 to match Graduate catalog, create new MATH 4494, delete obsolete MATH 3355 & 3356.
6. [Proposal #74](#) as amended from **Computer Science** to update existing courses, add new courses, delete old courses, and revamp the curriculum for the BS degree and for the Minor in Computer Science.
7. [Proposal #75](#) from **Math & Statistics** to create MATH 1123P and MATH 1153P as “Plus” sections of existing courses to include supplementary instruction for students who do not place into the regular sections. *GERC subsequently approved these courses for Objective 3.*
8. [Proposal #76](#) as amended from **UCC and GERC** to update the General Education Program courses in accordance with the SBOE’s Common Course Numbering mandate. *Contingent upon approval of [ANTH Proposal #13 Revised](#), [GEOL Proposal #49](#), [HIST Proposal #50](#), [BIOL Proposal #61](#), [MATH Proposal #75](#). Requires GERC approval. Contingent upon SBOE’s final [Common Course Numbering List](#).*

Undergraduate Curriculum Council (UCC)

November 29, 2018 – 3:00-5:00 p.m. in REND 301, Meridian 680D, Bennion Conference Room

Volume XXXIV, Meeting 21 (20-21)

MINUTES – *Approved by Curriculum Council via email on December 6, 2018; Accepted by Academic Affairs on December 12, 2018*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)

Telecom: Cathy Gray (Idaho Falls), Joanne Toevs and LaVona Andrew (Meridian)

Telephone: JoAnn Hertz

Ex-Officio: Joanne Tokle, Chris Hunt, Corey Zink

Admin. Asst: Catherine Read

1b. Excused: Barb Mason; Emily White

1c. Guests: Matt Wilson (GERC)

2. Council approved its Minutes for **November 1, 2018**, and **November 8, 2018** for UCC's approval. *Minutes for November 15, 2018 will be forthcoming for email vote.*

3. Report from the Executive Committee:

Met yesterday and reviewed remaining business for the semester. Agreed to put both change memos on today's Consent Calendar. Discussed BIOL 2227 pre-req dispute, decided to revert to the original pre-req language. UCC and GERC will look at standardizing pre-req language across the catalog next semester.

4. Information from Academic Affairs:

- Final Common Course list will be approved at the upcoming December SBOE meeting.
- Joanne Tokle has been temporarily appointed Acting Dean of College of Business. Alan Frantz will take over her responsibilities for GERC and UCC until a new Dean is hired and Joanne returns to her current position in Academic Affairs.

5. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) –

- Council **accepted** GERC Minutes for **October 23, 2018**.
- Wilson reported GERC has tabled BIOL 2227/L proposal and the GEM Common Course UCC proposals because GERC has not yet received Gen Ed Proposals/Assessment Plans for the new courses. Still need PHYS and MATH 1143 & MATH 1147 proposals as well.

b. BAS Committee – no report

6. Information from the Chair: no report

7. Information from the Faculty Senate and other Councils:

Faculty Senate is considering reinstating its previous sub-councils: Budget, Faculty Professional Policies, and Campus Planning.

8. Other related information or questions: none

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

Discontinue BA in Theatre, Film & Video – full proposal – **approved by SBOE 11/8/18**
Discontinue BA in **Spanish, German and French** for Business and Professions full proposals – **approved by SBOE 11/8/18**
Discontinue BA in Economics – full proposal – **approved by SBOE 11/1/18**
Discontinue Non-Traditional PharmD program – full discontinuance proposal – President approved, sent to SBOE for 30-day Review, **ends 11/29**
BBA in Economics – full proposal – **approved by State Board Office 11/15/18**
Certificates in Biomedical Ethics – Letter of Notification -- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE, awaiting approval
BAS in Robotics Engineering Technology (BAS) - full Proposal
President approved, sent 11/19 to SBOE for 30-day Review, **ends 12/19**
New 46-credit Certificate in Diagnostic Medical Sonography – full proposal
approved by Deans' Council 10/23, still awaiting **President's** approval

State Proposals and Letters of Notification known to be in the Works:

Certificates in Medical Anthropology – Letter of Notification drafted, awaiting GC proposal approval
Discontinue two minors: **Human Resource Development, & Organizational Leadership** – needs LONs
Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved
Two 15-Credit Certificates: **Career & Technical Education, Training & Development** -- need LONs Letter of Notification Requests received by Academic Affairs, UCC catalog proposal approved **New Minor in Film Studies** -- needs LON
Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved
Change Intermediate Tech. Certificate to Advanced Tech. Certificate in Automotive Technology -- needs LON -- Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved
Change Advanced Tech. Certificate to Intermediate Tech. Certificate in Practical Nursing -- needs LON -- Letter of Notification Request received by Academic Affairs; UCC catalog proposal approved

Problematic Proposals: none this week

C. CONSENT CALENDAR – approved in its entirety

1. Council **approved**, as part of the Consent Calendar, [Change Memo: INFO 3301 remove INFO 1100 as pre-req \(Appendix A\)](#)

It was suggested at UCC that COB should consider removing INFO 1100 from the prerequisite of INFO 3301 as documented below:

INFO 3301 Introduction to Informatics and Analytics: 3 semester hours.

Techniques and tools for analyzing and solving business problems. Data analytics methodologies, predictive and forecasting procedures, along with executive style dashboard reporting are covered using intermediate spreadsheet functionalities. ~~PRE or COREQ: INFO 1100 or equivalent skills and knowledge.~~ F, S

This change is minor and has no impact on students outside of COB. I recommend that this change be made for the 2019-20 undergraduate catalog.

2. Council **approved**, as part of the Consent Calendar, [Change Memo: A.S. in Physics in 2018-19 Undergraduate Catalog \(Appendix B\)](#) -- was accidentally omitted in error

The A.S. in Physics was not included in the 2018-19 undergraduate catalog in error. This memo documents the addition of this program back into the catalog.

Associate of Science in Physics

Students seeking an Associate of Science degree in Physics must complete the following:

General Education Objectives for the Bachelor of Science (minimum 36 cr) ¹

CHEM 1111 & 1111L	General Chemistry I and General Chemistry I Lab	5
CHEM 1112 & 1112L	General Chemistry II and General Chemistry II Lab	4
MATH 1170	Calculus I	4
MATH 1175	Calculus II	4
MATH 2275	Calculus III	4
PHYS 2211 & PHYS 2213	Engineering Physics I and Engineering Physics I Laboratory	5
PHYS 2212 & PHYS 2214	Engineering Physics II and Engineering Physics II Laboratory	5
Electives to bring total to 60 cr		29
Total Credits		60

¹ The number of credits required for the General Education requirements varies depending on the student's performance on proficiency or placement tests in English, foreign languages, and mathematics.

D. REMAINS TABLED

1. [Proposal #56](#) from **Teacher Education Studies: CHEM** to clean up the catalog, reduce credits, and align curriculum with state certification requirements. This is the fourth of eight sub-proposals created from the [original comprehensive proposal](#) and includes only changes to the **Chemistry** portions of the TES curriculum in the catalog. *Contingent upon approval of [TES Proposal #53 courses](#).*
Remains tabled pending resolution of curriculum with Chemistry department. Proposal will be carried forward to the next catalog cycle for 2020-21

E. UNFINISHED BUSINESS

State Proposals for Review: none this week

Curriculum, Course, and Program Change Proposals:

1. Council **approved [Proposal #13 Revised as amended](#)** from **Anthropology ([Appendix 1](#))** to reverse the proposed changes to ANTH 2230 Introduction to Biological Anthropology. Recent changes to the [SBOE's Common Course Listing](#) regarding ANTH 1101 course title and GEM Objective make it no longer necessary to make any changes to ANTH 2230.
2. Council **approved [Proposal #76 as revised and amended](#)** from **UCC and GERC ([Appendix 2](#))**– revisit changes to Gen Ed Courses and Program: ANTH 2230/2230L and BIOL 2227/2227L pre-reqs, new [MUSI 1105](#).

F. NEW BUSINESS

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

State Proposals for Review: none this week

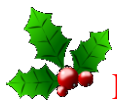
Curriculum, Course, and Program Change Proposals: none this week

Other Business:

1. Be aware of proposed changes to SBOE policy currently under discussion by the State:
 - a. [III.E. Certificates & Degrees](#)

Among other things, the proposed changes would impose maximum (and minimum) credits of 60 for Associates, and 120 for Baccalaureate and Applied Baccalaureate degrees. Exceptions must be justified and approved by SBOE. This could affect State/Program proposals and catalog proposals as soon as Spring 2019. SBOE has not finalized the policy revisions so more changes could occur, but it's worth keeping an eye on as departments review their programs.
 - b. [III.G. PostSecondary Program Approval and Discontinuance](#)

Proposed changes could require additional lead time for proposing significant changes to applied baccalaureate programs.
2. UCC's next meeting will be **January 10, 2019**. Minutes will be voted upon by email in the next week or two.



Happy semester's end, Merry Christmas, and Joyful New Year, everyone!!



G. ADJOURNMENT: 4:00 p.m.

APPENDICES

ACTIONS APPROVED:

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

A. [Change Memo: INFO 3301 remove INFO 1100 as pre-req](#)

It was suggested at UCC that COB should consider removing INFO 1100 from the prerequisite of INFO 3301 as documented below:

INFO 3301 Introduction to Informatics and Analytics: 3 semester hours.

Techniques and tools for analyzing and solving business problems. Data analytics methodologies, predictive and forecasting procedures, along with executive style dashboard reporting are covered using intermediate spreadsheet functionalities. ~~PRE-or-COREQ: INFO 1100 or equivalent skills and knowledge.~~ F, S

This change is minor and has no impact on students outside of COB. I recommend that this change be made for the 2019-20 undergraduate catalog.

B. [Change Memo: A.S. in Physics in 2018-19 Undergraduate Catalog](#) -- was accidentally omitted in error

The A.S. in Physics was not included in the 2018-19 undergraduate catalog in error. This memo documents the addition of this program back into the catalog.

Associate of Science in Physics

Students seeking an Associate of Science degree in Physics must complete the following:

General Education Objectives for the Bachelor of Science (minimum 36 cr) ¹

CHEM 1111 & 1111L	General Chemistry I and General Chemistry I Lab	5
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PHYS 2212 & PHYS 2214	Engineering Physics II and Engineering Physics II Laboratory	5
Electives to bring total to 60 cr		29
Total Credits		60

¹ The number of credits required for the General Education requirements varies depending on the student's performance on proficiency or placement tests in English, foreign languages, and mathematics.

STATE PROPOSALS ENDORSED: none this week

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #13 Revised](#) from **Anthropology as amended** to reverse the proposed changes to ANTH 2230 Introduction to Biological Anthropology. Recent changes to the [SBOE's Common Course Listing](#) regarding ANTH 1101 course title and GEM Objective make it no longer necessary to make any changes to ANTH 2230.
2. [Proposal #76 as revised and amended](#) – revisit changes to Gen Ed Courses and Program: ANTH 2230/2230L and BIOL 2227/2227L, [MUSI 1105](#).

**Undergraduate Curriculum Council (UCC)
January 17, 2019 – ‘virtual’ meeting via email
Volume XXXIV, Meeting 22 (20-22)**

MINUTES – Approved by Curriculum Council on March 14, 2019; Approved by Academic Affairs on August 2, 2019

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)
LaVona Andrew, Barb Mason

1b. Excused:

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst: Catherine Read

1c. Absent: Cathy Gray

1d. Guests: none

2. Minutes – *none, all were approved*

3. Announcements -- none

4. Report from the Executive Committee:

Met and agreed to have UCC vote electronically on the four change memos listed below in the Consent Calendar. No in-person meeting necessary this week.

B. INFORMATION ITEMS

State Proposals in the Approval Chain:

[BBA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/29

[Discontinue BA in Economics – full proposal](#) – President approved, sent to SBOE for 30-day Review, ends 10/19

[Certificates in Biomedical Ethics – Letter of Notification drafted](#)-- UCC and Grad Council approved, Provost signed, Letter of Notification sent to SBOE

[Discontinue BA in Theatre, Film & Video – full proposal](#) – sent to SBOE for 30-day Review, ends 11/5

[Discontinue BA in Spanish, German and French for Business and Professions full proposals](#) – sent to SBOE for 30-day Review, ends 11/5

[Certificates in Medical Anthropology](#) – Letter of Notification drafted, awaiting UCC and GC proposal submissions and approvals

[Discontinue Non-Traditional PharmD program – needs full discontinuance proposal](#)

[UCC Proposal #27](#) approved by UCC;

State Proposal needs signatures, awaiting UCC’s endorsement and Deans’ Council approval

[New Certificate in Diagnostic Medical Sonography – full proposal needed - PRIORITY](#)
initial draft of State Proposal reviewed by Academic Affairs, remanded for revision. [UCC catalog Proposal # 22](#) was approved 10/4/2018 – **This one needs to be included in 2019-20 catalog!**

State Proposals and Letters of Notification known to be in the Works:

[BAS in Robotics Engineering Technology \(BAS\) - full Proposal received](#)

COT is submitted this proposal, needs review and processing; SBOE has new BAS definition in the works that may affect this, hopefully will resolve CTE funding issues

Discontinue two minors: Human Resource Development, & Organizational Leadership – needs LONs

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process

Two 15-Credit Certificates: Career & Technical Education, Training & Development -- need LONs

Letter of Notification Requests received by Academic Affairs, UCC catalog proposal in process **New Minor in Film Studies -- needs LON**

awaiting LON Request submission to Academic Affairs; UCC catalog proposal in process

C. CONSENT CALENDAR – approved in its entirety:

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

Council voted electronically to **approve** the following Change Memos:

1. [Catalog Change Memo](#): to add the option of BIOL 2227/2227L to fulfill the anatomy and physiology core requirement of the B.S. in Health Sciences ([Appendix A](#))

Required Courses (12 credits)

BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab ¹	4
OR		
<u>BIOL 2227 & 2227L</u>	<u>Human Anatomy and Physiology I and Human Anatomy and Physiology Lab I</u>	<u>4</u>

2. [Catalog Change Memo](#): to make the following changes to the requirements for the B.S. in Communication Sciences and Disorders ([Appendix B](#))

Other Required Courses

BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab	4
OR		
<u>BIOL 2227 & 2227L</u>	<u>Human Anatomy and Physiology I and Human Anatomy and Physiology Lab I</u> <u>(Partially Satisfies General Education Objective 5)</u>	

~~Take BIOL 1101 and BIOL 1101L in partial fulfillment of General Education Objective 5. 4~~

~~NOTE: BIOL 1101 and BIOL 1101L BIOL 2227 and BIOL 2227L may be waived for transfer students who are transferring courses equivalent to BIOL 3301 and BIOL 3302. Consult with your advisor. BIOL 3301/3301L requires BIOL 1101/1101L or BIOL 2227/2227L as a prerequisite. Either BIOL 1101/1101L or BIOL 2227/2227L will partially fulfill General Education Objective 5)~~

3. [Catalog Change Memo](#): to add options for some of the courses in the Pharm. D. admissions requirements ([Appendix C](#))

Pre-Pharmacy Courses

BIOL 1101 & 1101L	Biology I and Biology I Lab (Partially satisfies General Education Objective 5)	4
BIOL 2235 & 2235L	General Microbiology and General Microbiology Lab	4

<u>OR</u>		
<u>BIOL 2221</u> & <u>2221L</u>	<u>Introductory Microbiology</u> <u>and Introductory Microbiology Lab</u>	
BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab	4
<u>OR</u>		
<u>BIOL 2227</u> & <u>2227L</u>	<u>Human Anatomy and Physiology I</u> <u>and Human Anatomy and Physiology Lab I</u>	
BIOL 3302 & 3302L	Anatomy and Physiology and Anatomy and Physiology Lab	4
<u>OR</u>		
<u>BIOL 2228</u> & <u>2228L</u>	<u>Human Anatomy and Physiology 2</u> <u>and Human Anatomy and Physiology Lab 2</u>	

4. [Catalog Change Memo](#): to add existing HONS 3393 as an alternative for the Honors Degree ([Appendix D](#))

Upper Division Honors Coursework		6
HONS 3391	Honors Seminar (HONS 3391 must be taken twice.)	2
<u>HONS 3393 or</u> HONS 4493	Honors Senior Thesis or Project	1-3

State Proposals for Review): -- none this week

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

D. UNFINISHED BUSINESS – none this week

E. NEW BUSINESS – none this week

F. ADJOURNMENT: 5:00 p.m.

APPENDICES

ACTIONS APPROVED:

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

- A.** Catalog Change Memo: to add the option of BIOL 2227/2227L to fulfill the anatomy and physiology core requirement of the B.S. in Health Sciences

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar



cc: Tony Seikel, Health Sciences
Paul Peterson, Health Occupations

Mike Mikitish, Emergency Management
Kelly Thomson, Occupational Therapy

Date: December 5, 2018

RE: Adding Course for Anatomy and Physiology Core Requirement

The Division of Health Sciences would like to add the option of BIOL 2227/2227L to fulfill the anatomy and physiology core requirement of the B.S. in Health Sciences.

Required Courses (12 credits)

BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab ¹	4
<u>OR</u>		
<u>BIOL 2227 & 2227L</u>	<u>Human Anatomy and Physiology 1 and Human Anatomy and Physiology 1 Lab</u>	<u>4</u>
DHS 4426	Evidence Based Research in Health Sciences	3
HE 2200	Promoting Wellness	3
HE/HCA 2210 or HO 0106	Medical Terminology and Communication Medical Terminology	2

¹ Transfer students may also need to take BIOL 1101 and BIOL 1101L, which may also partially satisfy General Education Objective 5.

I recommend that these changes be included in the 2019-20 Undergraduate Catalog.

B. Catalog Change Memo: to make the following changes to the requirements for the B.S. in Communication Sciences and Disorders

To: Undergraduate Curriculum Council Executive Committee

From: Chris Hunt, Associate Registrar



cc: Chris Sanford, Chair CSD

LaVona Andrew, UCC representative

Date: January 2, 2019

RE: Changes in B.S. Communication Sciences and Disorders for 2019-20 Undergraduate Catalog.

In response to the new anatomy and physiology courses, Communication Sciences and Disorders would like to make the following changes to the requirements for the B.S. in Communication Sciences and Disorders:

Other Required Courses

BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab	4
or		
<u>BIOL 2227 & 2227L</u>	<u>Human Anatomy and Physiology 1 Human Anatomy and Physiology 1 Lab (Partially Satisfies General Education Objective 5)</u>	<u>4</u>
ENGL 3307	Professional and Technical Writing	3
HCA 1110 or HCA 1115	Introduction to the Allied Health Professions US Health System	3
MATH 1153	Introduction to Statistics (Satisfies General Education Objective 3)	3
PSYC 1101	Introduction to General Psychology (Partially satisfies General Education Objective 6)	3
PSYC 2225 or PSYC 3332	Child Development Psychology of Adolescence	3
SOC 2248	Critical Analysis of Social Diversity (Satisfies General Education Objective 7)	3
Subtotal		22
<u>Take BIOL 1101 and BIOL 1101L in partial fulfillment of General Education Objective 5.</u>		<u>4</u>
NOTE: BIOL 1101 and BIOL 1101L BIOL 2227 and BIOL 2227L may be waived for transfer students who are transferring courses equivalent to BIOL 3301 and BIOL 3302. Consult with your advisor. BIOL 3301/3301L requires BIOL 1101/1101L or BIOL 2227/2227L as a prerequisite. Either BIOL 1101/1101L or BIOL 2227/2227L will partially fulfill General Education Objective 5)		

I recommend that these changes be included in the 2019-20 Undergraduate Catalog.

C. Catalog Change Memo: to add options for some of the courses in the Pharm. D. admissions requirements

To: Undergraduate Curriculum Council Executive Committee
 From: Chris Hunt, Associate Registrar
 cc: Jen Adams, College of Pharmacy
 Date: December 6, 2018
 RE: Addition of options in Pharm. D. admission criteria for the 2019-20 catalog

The College of Pharmacy would like to add options for some of the courses in the Pharm. D. admissions requirements.

Pre-Pharmacy Courses

BIOL 1101 & 1101L	Biology I and Biology I Lab (Partially satisfies General Education Objective 5)	4
BIOL 2235 & 2235L	General Microbiology and General Microbiology Lab	4
<u>Or</u>		
<u>BIOL 2221 & 2221L</u>	<u>Introductory Microbiology and Introductory Microbiology Lab</u>	
BIOL 3301 & 3301L	Anatomy and Physiology and Anatomy and Physiology Lab	4
<u>Or</u>		
<u>BIOL 2227 &</u>	<u>Human Anatomy and Physiology 1</u>	

2227L **and Human Anatomy and Physiology 1 Lab**

BIOL 3302	Anatomy and Physiology	4
& 3302L	and Anatomy and Physiology Lab	

Or

BIOL 2228 & 2228L **Human Anatomy and Physiology 2 and Human Anatomy and Physiology 2 Lab**

This has no negative impact on any students and supports the SBOE mandate on common course numbering. I recommend that this change be made in the 2019-20 Undergraduate Catalog

D. Catalog Change Memo: to add existing HONS 3393 as an alternative for the Honors Degree

To: Undergraduate Curriculum Council Executive Committee
 From: Chris Hunt, Associate Registrar
 cc: Shannon Kobs, Director of University Honors Program 
 Date: January 11, 2019
 RE: Update to University Honors Program for 2019-20 Undergraduate Catalog

The UHP would like to add an existing alternative course that would allow them to better support students as they start the thesis process, without increasing the total number of credits for an Honors Degree.

Requirements for Degree in the University Honors Program

Honors Coursework	23
(Honors coursework may include any combination of the following: H designated courses (e.g., MGT 3312-H, CHEM 3301-H), Honors specific courses (e.g., HONS 2220, HONS 3393), and Honors Contract courses (including Independent Problems (e.g., EE 4481) or Senior Thesis (e.g., BIOL 4493), also see description below).	
Upper Division Honors Coursework	6
HONS 3391 Honors Seminar (HONS 3391 must be taken twice.)	2
<u>HONS 3393 or</u> Honors Senior Thesis or Project HONS 4493	1-3
Defense of Honors Thesis	
Total Credits	32-34

This has no impact on students not enrolled in the University Honors Program. I recommend that this change be made in the 2019-20 Undergraduate Catalog

STATE PROPOSALS ENDORSED: – none this week

CURRICULUM PROPOSALS APPROVED: – none this week

**Undergraduate Curriculum Council (UCC)
January 31, 2019 – ‘virtual’ meeting via email
Volume XXXIV, Meeting 23 (20-23)**

MINUTES – Approved by Curriculum Council via email vote on May 3, 2019; Approved by Academic Affairs on August 2, 2019

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Deidre Caputo-Levine, Steven Byers, Joanne Toevs, Lisa Goss, Tracy Payne, Geoffrey Bennett, Weldon Hill, Susan Belliston (Chair)
LaVona Andrew, Barb Mason, Cathy Gray

1b. Excused:

Ex-Officio: JoAnn Hertz, Chris Hunt, Joanne Tokle, Emily White, Corey Zink
Admin. Asst: Catherine Read

1d. Guests: none

2. Minutes – *none, all were approved*

3. Announcements -- none

4. Report from the Executive Committee:

Agreed to have UCC vote electronically on the three change memos listed below in the Consent Calendar. No in-person meeting necessary this week.

B. INFORMATION ITEMS -- None this week

C. CONSENT CALENDAR – approved in its entirety:

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

Council voted electronically to **approve** the following Change Memos:

1. [Catalog Change Memo](#):: to add the option of BIOL 2227/2227L to fulfill the anatomy and physiology core requirement of the A.S. in Registered Nursing program, which makes the addition of BIOL 1101 unnecessary ([Appendix A](#))

BIOL 1101 & BIOL 1101L	<u>Biology I and Biology I Laboratory (Obj. 5)¹</u>
BIOL 2221 & 2221L	Introductory Microbiology and Introductory Microbiology Laboratory
or	
BIOL 2235 & 2235L	General Microbiology and General Microbiology Lab
BIOL 2227 & 2227L	<u>Human Anatomy and Physiology 1 and Human Anatomy and Physiology 1 Lab</u>
or	
BIOL 3301 & 3301L	Advanced Human Anatomy and Physiology 1 and Advance Human Anatomy and Physiology 1 Lab

2. [Catalog Change Memo](#): to remove EDUC 3301 from the Bachelor of Music Education Professional Education requirements in order to match the College of Education's changes to the Professional Education core in the Elementary Education and Secondary Education majors. ([Appendix B](#))

Bachelor of Music Education

Professional Education Requirements

EDUC 2201	Development and Individual Differences	3
EDUC 2204	Families Community Culture	3
EDUC 3301	Inquiring Thinking Knowing	3
EDUC 4401	Content Area Literacy	3
SPED 3350	Creating Inclusive Classrooms	3
EDUC 4492	Secondary Music Education Student Teaching Internship	<u>12</u> 14

3. [Catalog Change Memo](#): to document various minor changes to several approved proposals, courses, and curriculum that were found to be necessary or beneficial during the catalog editing and production process ([Appendix C](#))

State Proposals for Review): -- none this week

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

D. UNFINISHED BUSINESS – none this week

E. NEW BUSINESS – none this week

F. ADJOURNMENT: 5:00 p.m.


APPENDICES

ACTIONS APPROVED:

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

- A.** [Catalog Change Memo](#): to add the option of BIOL 2227/2227L to fulfill the anatomy and physiology core requirement of the A.S. in Registered Nursing program, which makes the addition of BIOL 1101 unnecessary

To: Undergraduate Curriculum Council Executive Committee
From: Chris Hunt, Associate Registrar
cc: Jen Briggs, Jennie Brumfield, Paul Peterson
Date: January 24, 2019
RE: Change in Anatomy and Physiology Requirements in ADRN program for 2019-20



In response to the new anatomy and physiology courses, the A.S. in Registered Nursing program would like to add BIOL 2227 and BIOL 2228 as options for their anatomy and physiology requirements. This makes the addition of BIOL 1101 to the requirements unnecessary.

The change in the catalog text would be:

BIOL 1101 & BIOL 1101L	Biology I and Biology I Laboratory (Obj. 5)³	4
BIOL 2221 & 2221L	Introductory Microbiology and Introductory Microbiology Laboratory	4
or		
BIOL 2235 & 2235L	General Microbiology and General Microbiology Lab	
BIOL 2227 & 2227L	Human Anatomy and Physiology 1 and Human Anatomy and Physiology 1 Lab	4
or		
BIOL 3301 & 3301L	Advanced Human Anatomy and Physiology 1 and Advance Human Anatomy and Physiology 1 Lab	
BIOL 3302 & 3302L	Anatomy and Physiology and Anatomy and Physiology Lab ³	4

³or other approved anatomy and physiology course.

The degree audit would be set up to allow BIOL 2228 & 2228L to substitute automatically for BIOL 3302 & 3302L to facilitate students transferring lower division anatomy and physiology from other Idaho schools.

- B. [Catalog Change Memo](#):** to remove EDUC 3301 from the Bachelor of Music Education Professional Education requirements in order to match the College of Education's changes to the Professional Education core in the Elementary Education and Secondary Education majors.

To: Undergraduate Curriculum Council Executive Committee
 From: Chris Hunt, Associate Registrar
 cc: Jamie Webster, Tom Kloss
 Date: January 16, 2019
 RE: Changes to Education Core in B.S. Music Education for 2019-20

In proposal 60, College of Education removed EDUC 3301 from the Professional Education core in the Elementary Education and Secondary Education majors and reduced the 14 required credits of internship to 12. These changes should also have been made to the Bachelor of Music Education as shown below.

Bachelor of Music Education

Music Education students must complete requirements and be fully admitted to the Teacher Education Program before they can take courses in professional Education number 3000 and above. Refer to the Teacher Education Program in the College of Education section of this Undergraduate Catalog.

Students completing the Bachelor of Music Education must complete 8 of the 9 General Education Objectives (minimum of 36 credits--see the General Education Requirements described in the Academic Information section of this Catalog).

Professional Education Requirements

EDUC 2201	Development and Individual Differences	3
EDUC 2204	Families Community Culture	3
EDUC 3301	Inquiring Thinking Knowing	3
EDUC 4401	Content Area Literacy	3
SPED 3350	Creating Inclusive Classrooms	3
EDUC 4492	Secondary Music Education Student Teaching Internship	<u>12</u> 14

As this change will allow students to finish their BME degree more quickly, it should be added to the 2019-20 catalog.

C. [Catalog Change Memo](#): to document various minor changes to several approved proposals, courses, and curriculum that were found to be necessary or beneficial during the catalog editing and production process

To: Undergraduate Curriculum Council Executive Committee
 From: Chris Hunt, Associate Registrar
 cc:
 Date: January 25, 2019
 RE: Various minor changes found in 2019-20 catalog production



The following is a list of minor changes that were found to be necessary or beneficial during the catalog editing and production process.

- In proposal 29, the department requested a new course with the number AUTM 0111, which has been used before. This course will be published as AUTM 0120.
- In proposal 37, the department requested a new course with the number MSTH 0240, which has been used before. This course will be published as MSTH 0230.
- In proposal 36, the department requested a new course with the number PNUR 0124, which has been used before. This course will be published as PNUR 0127.
- In proposal 53, the department requested a new course CFS 4493. The CFS subject code is no longer used. This course will be published as FCS 4493.
- EE 4427/EE4427L and EET 4472 – These courses list CS 2275 as a requisite, but CS 2275 was dropped from the 2019-20 catalog in proposal 74. The CS department confirmed that CS 1337 “would be an adequate substitution.” CS 2275 was removed from the requisite and CS 1337 added.
- UAS 0270 – Lists RCET 0156 as a prereq, but RCET 0156 was dropped from the 2019-20 catalog in proposal 44, and replaced with RCET 0156B. UAS 0270 was not included in proposal 30. The prerequisite and description for UAS 0270 was updated.
- CSD 3335 – The prerequisite was incorrectly dropped in 2018-19 catalog. “PREREQ: CSD 3330 or permission of instructor,” was added to the course description.

- Proposal 49 – Two new courses were requested with the course numbers GEOL 2200 and GEOL 2201. GEOL 2201 has been used, so the course numbers were changed to GEOL 2204 and GEOL 2205
- Semester offering changes to POLS 2202, 3331, 4401, 4403, 4404, 4405, 4408 and 4467.
- Proposal 50 - New courses HIST 1105 and HIST 1106 should be included in the History Minor as World Regions courses.
- Semester offering changes to BIOL 1192, 2221/2221L, 4400, 4400L, 4406, 4412/4412L, 4428/4428L, 4435, 4439, 4441/4441L, 4444/4444L, 4449, 4450, 4454, 4456, 4466, 4490, 4491, 4492, 4494.
- Proposal 50 - the BA and the Minor in History should include the following courses in the World Regions category: HIST 1100, 1111, 1112, 1118, and 2201.
- Teacher Education - Per Jamie Webster, the concentration in history for elementary education should match the 20 credit secondary ed endorsement. Also, the courses listed in the “World Regions” category for the concentration, 30 credit endorsement, and 20 credit endorsement should match the “World Regions” category as listed in the BA and minor in history.
- Teacher Education - Add GLBL 3379 as option in the 30 credit Social Studies endorsement to replace courses deleted by the history department.
- Teacher Education - 45 credit math endorsement: elective credits should be 6 instead of 3
- Changes to ANTH 1101 and 1102 required changes in the Minor in Latino Studies and the Minor in American Indian Studies.

STATE PROPOSALS ENDORSED: – none this week

CURRICULUM PROPOSALS APPROVED: – none this week