

Undergraduate Curriculum Council (UCC)
February 23, 2023 – 3:00-5:00 p.m. via Zoom
Volume XXXIV, Meeting 1 (25-01)

MINUTES – Approved by Curriculum Council on March 9, 2023; Accepted by Faculty Senate on March 13, 2023; Accepted by Academic Affairs on April 5, 2023

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Ines Jindra, Ajit Bhattarai, Ben Bolin, Randa Kress, John Baker, Wesley Usyak, Crystal Kanderis Lane, LaVona Andrew

Ex-Officio: Sarah Mead, Buck Benson, Tiffany Mitchell

Admin. Asst: Catherine Read

1b. Excused: Bob Houghton, Janet Loxterman, Erin Berry; Cindy Hill, Ivory Fort

1c. Guests: none

1. Announcements:

- a. UCC is now accepting new proposal requests for the 2024-25 catalog. The [Proposal Request Form](#) is now live and the link is available on [UCC's website](#). Requests will immediately upon submission show up on the [2023 Curriculum Proposal Tracking Sheet](#), which is available on [UCC's Proposals in Progress](#) webpage.
- b. The 2023 Three-Year Plan has been approved by Deans' Council and is currently awaiting review/approval by upper administration. The final Plan must be submitted to OSBE by March 13, 2023.
- c. Departments will start working on their state and catalog proposals for the programs listed on the Three-Year Plan for 2024-25. Quite a few new programs will require full SBOE approval so have to be completed and approved by the end of this semester. The [State Proposal Tracking Sheet](#) is posted on [UCC's Proposals in Progress](#) webpage, in the **State Proposals and Letters of Notification** section at the bottom of the page.

2. **Minutes** - none, all have been approved.

3. Report from the Executive Committee:

Met Wednesday to discuss business items and set the agenda. Registrar's Office would like guidance on standardizing the following in the catalog:

- a. Executive Committee and Registrar's Office decided on Feb. 13, 2023 to **remove** [departmental Plan of Study](#) sections from the undergraduate catalog and substitute a link to the appropriate Degree MAP housed on the [Central Academic Advising MAP webpage](#). Departments will need to regularly review and update their MAPs to keep them current. Sarah Mead is working with the departments on these changes.
- b. Discussed proposal downtime for Academic Calendar that Academic Affairs provides to colleges and departments. Need UCC's approval for Academic Affairs to add this to their Academic Calendar.
- c. Program Elective lists and how to keep them accurate, current, and relevant for the department and students within the catalog. Examples:
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/mechanicalengineering/bs-mechanical-engineering/>
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/civilandenvironmentalengineering/bs-civil-engineering/>
 - <https://coursecat.isu.edu/undergraduate/college-of-health/community-and-public-health/ba-bs-public-health-community-health-conc/>

- d. Discussed forthcoming change memo from Registrar's Office documenting minor corrections to existing proposals entered to catalog.
 - e. Academic Standards Council is reviewing how certificates are handled and listed on ISU's websites. ASC wants to include an introductory statement describing each certificate. They have created their own website for marketing purposes: <https://www.isu.edu/certificates/> However, this website could conflict with other similar websites and databases maintained by other entities. This will require a larger discussion at a later date with other stakeholders, and ties in with the catalog format project.
4. **Information from Academic Affairs:** none
 5. **Current Subcommittee Activities:**
 - a. General Education Requirements Committee (GERC) update – meets next week
 - b. BAS Committee update
 - 1) Council unanimously **accepted** BAS Committee Minutes for [October 2022](#)
 6. Information from the Chair: none
 7. Information from the Faculty Senate and other Councils: none
 8. Other related information or questions: none

B. INFORMATION ITEMS --

C. CONSENT CALENDAR

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals: none, all were approved last meeting

State Proposals for Endorsement: none

Other Business:

1. Council **approved** changing the UCC Proposal due date from September 20 to **October 20** to guarantee consideration for the upcoming catalog. Proposals received after October 20 may be accepted if time allows, but may not make the catalog.
2. Council **approved** creating a catalog processing period **from Dec. 15 through Feb 1** on the Academic Affairs Academic Calendar provided to colleges and departments. No proposals will be processed by the UCC during that period. This will also allow time to prepare for the new catalog cycle.

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

F. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals:

1. Council **approved** the [New 2024-25 Blank UCC Curriculum Proposal Template](#) - for UCC's review and approval.

This is a copy of the template the Registrar's Office will use in setting up departments' proposal forms for this 2024-25 catalog cycle.

2. Council **approved** the [UCC-2024-25 SAMPLE PROPOSAL](#) from UCC to showcase the current proposal form and use as an example on what a completed proposal looks like. Once approved, it will be posted on UCC's website as a reference to help POs as they develop their own proposals.
3. Change Memo from Registrar's Office documenting errors and corrections to catalog - *forthcoming*

State Proposals for Endorsement: none

Other Business:

1. Election of next year's UCC Officers – need nominations for Chair, Vice Chair, Executive Secretary
Eligible members: Ines Jindra, Bob Houghton, Ajit Bhattarai, Ben Bolin, Randa Kress, John Baker, Crystal Kanderis Lane, Erin Berry.
Rotating off council May 2023: Carmen Febles, Janet Loxterman, Wesley Usyak, LaVona Andrew

Nominations – will vote next time

Chair: Wesley Usyak will likely be re-elected to UCC, and he volunteered to serve as Chair.

Vice Chair: Bob Houghton volunteered to serve as Vice Chair

Executive Secretary: Ben Bolin volunteered to serve as Executive Secretary

2. **Catalog Format Review Subcommittee** – Bob Houghton and Ben Bolin volunteered to serve on this subcommittee during the 2023 summer.
 - **Accelerated Programs Catalog Layout:** create standardized catalog format
 - **Admissions Requirements:** should Admissions Requirements continue to be part of UCC catalog page with UCC's review/approval process, or move to departmental page that can be changed more quickly? Considerations include students' catalog rights in meeting program requirements for graduation.
 - **Course and Program Duplication:** develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
 - **Standardization:** of course descriptions, where lists of programs and certificates should be posted on ISU websites (ties in with ASC program listing website issue above).

G. FUTURE BUSINESS:

1. **Refer to Academic Standards Council: issue of consistency of sister courses at upper division undergraduate/graduate level – 33xx/55xx vs. 44xx/55xx – potential accreditation for grad programs?**

Sarah Mead reported there are ongoing discussions with Academic Standards Council and Graduate School, but nothing definitive yet.

2. **Interdisciplinary programs– placeholder; deferred until Fall 2023?**

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

Wesley Usyak reported there are ongoing discussions with Faculty Senate.

H. ADJOURNMENT: 4:17 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

- A. Change UCC Proposal due date from September 20 to **October 20** to guarantee consideration for the upcoming catalog. Proposals received after October 20 may be accepted if time allows, but may not make the catalog.
- B. Create a catalog processing period **from Dec. 15 through Feb 1** on the Academic Affairs Academic Calendar provided to colleges and departments. No proposals will be processed by the UCC during that period. This will also allow time to prepare for the new catalog cycle.

CURRICULUM PROPOSALS APPROVED:

1. [New 2024-25 Blank UCC Curriculum Proposal Template](#) from UCC. This is a copy of the template the Registrar's Office will use in setting up departments' proposal forms for this 2024-25 catalog cycle.
2. [UCC-2024-25 SAMPLE PROPOSAL](#) from UCC to showcase the current proposal form and use as an example on what a completed proposal looks like. Once approved, it will be posted on UCC's website as a reference to help POs as they develop their own proposals.



**Idaho State
University**

Date: March 1, 2023

To: Hala Abou Araj, University Registrar

CC: Cindy Hill, Vice Provost, Academic Affairs
Teresa Conner, Dean, College of Health
Chris Owens, Associate Vice President for Health Science

From: UCC Executive Committee:
Wesley Usyak, Chair
Bob Houghton, Vice Chair
Ben Bolin, Executive Secretary

Wesley Usyak

Bob Houghton
Ben Bolin

RE: UCC proposal UCC-2023_24-Proposal-35, new course DHS 3315 to replace PPRA 3315

Teresa Conner, Dean of the College of Health, is concerned about the new course **DHS 3315 Pharmacology for Nursing** on Proposal [UCC-2023-24_Proposal-035](#). As part of the discussion of her concern, questions were brought to the UCC Executive Committee about the UCC process and whether the Registrar's Office can change the undergraduate catalog on its own.

The UCC has created and approved a process to manage changes to the curriculum and catalog through a proposal document. When a proposal document is requested and created, a proposal originator must fill out all necessary sections, obtain impacts from other affected departments and administrative structures, and finally obtain signatures from the Department Chair, the Dean (or an approved representative), and the UCC member. The curriculum proposal is then submitted to UCC. The UCC will discuss and accept posted comments and resolve all concerns before approving all parts of the proposal. After this process, the proposal is reviewed again by the Faculty Senate, Academic Affairs, and the Associate Deans via the UCC minutes, which includes all of the full proposals as approved by the UCC. During any part of this process, impacted parties can reject any part of the proposal before approval. Once the proposal is approved, the Registrar updates our online catalog effective the Fall Semester of the next Academic Year.

After careful consideration and discussion by the UCC Executive Committee on this issue, we have determined that after a proposal has been fully approved, it can only be changed by undergoing a new undergraduate proposal request. Any other methods of making substantive changes to the catalog would create problems in the required documentation for the university and would circumvent the faculty vote and vetting process.

Undergraduate Curriculum Council (UCC)

March 9, 2023 – 3:00-5:00 p.m. via Zoom: Join Zoom Meeting <https://isu.zoom.us/j/84197901247>

Volume XXXIV, Meeting 2 (25-02)

MINUTES – Approved by Curriculum Council on April 13, 2023 via email vote; Accepted by Faculty Senate on April 24, 2023; Accepted by Academic Affairs on April 26, 2023

A. PRELIMINARIES

1a. Attendance:

Members: Ines Jindra, Bob Houghton, Ajit Bhattarai, Ben Bolin, Janet Loxterman, Randa Kress,, Wesley Usyak, Crystal Kanderis Lane, LaVona Andrew, Erin Berry

Ex-Officio: Cindy Hill, Ivory Fort, Sarah Mead, Buck Benson, Tiffany Mitchell

Admin. Asst: *excused*

1b. Excused: Carmen Febles, John Baker; Catherine Read

1c. Guests: none

1. Announcements:

a. Acting Provost announced: **Adam Bradford** from Graduate School will be taking over while Valerie Martin Conley is out.

2. Council **approved** (with 2 abstentions) the **Minutes** for [February 23, 2023](#)

3. **Report from the Executive Committee:** none

4. Information from Academic Affairs:

Cindy verified that Council members are aware of the recent changes to the statewide GEM Gen Ed program approved by SBOE last fall, and that those changes will be reflected in the 2024-25 catalog. GERC will include these changes on their annual UCC proposal updating the General Education Program section of the catalog..

5. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) update –
Bob Houghton reported GERC is reviewing assessment plans submitted by departments for their recently approved Gen Ed courses.

b. BAS Committee update – meets tomorrow

6. Information from the Chair:

Wesley Usyak reminded members that proposals for programs that need full SBOE approval are due mid-April in order to be approved before faculty leave for the summer. The 2023 Three-Year Plan is posted on UCC's website on the SBOE/NWCCU page.

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

8. Other related information or questions: none

B. INFORMATION ITEMS -- none

C. CONSENT CALENDAR -- none this week

D. UNFINISHED BUSINESS

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

State Proposals for Endorsement: none

Other Business:

- 1 Election of next year's UCC Officers – need nominations for Chair, Vice Chair, Executive Secretary
Eligible members: Ines Jindra, Bob Houghton, Ajit Ahattari, Ben Bolin, Randa Kress, John Baker, Crystal Kanderis Lane, Erin Berry.
Rotating off council May 2023: Carmen Febles, Janet Loxterman, Wesley Usyak, LaVona Andrew

Nominations: no additional nominations received.

Election held:

Chair: Council unanimously **elected Wesley Usyak** to serve as Chair next year.

Vice Chair: Council unanimously **elected Bob Houghton** to serve as Vice Chair

Executive Secretary: Council unanimously **elected Ben Bolin** to serve as Executive Secretary

Cindy Hill formally commended Wesley, Bob, and Ben for the excellent job they've done this year, and thanked them for being willing to serve again next year. This Council's work is very important to the university and its academic mission..

2. Council voted to create a **Catalog Format Review Subcommittee** to decide which pieces of the catalog should be editable outside the UCC proposal process, and which should be tied to the UCC proposal cycle, along with the other issues outlined below.

Members volunteered to serve on the subcommittee: **Bob Houghton, Ben Bolin, Sarah Mead, Tiffany Mitchell. Randa Kress**

Bob Houghton will set up the first meeting for sometime in April.

- **Accelerated Programs Catalog Layout:** create standardized catalog format
- **Admissions Requirements:** should Admissions Requirements continue to be part of UCC catalog page with UCC's review/approval process, or move to departmental page that can be changed more quickly? Considerations include students' catalog rights in meeting program requirements for graduation.
- **Course and Program Duplication:** develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program health, but what should happen when a program uses many courses from another department in their programs?
- **Standardization:** of course descriptions, where lists of programs and certificates should be posted on ISU websites (ties in with ASC program listing website issue above). Also, Program Elective lists and how to keep them accurate, current, and relevant for the department and students within the catalog. Examples:
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/mechanicalengineering/bs-mechanical-engineering/>
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/civilandenvironmentalengineering/bs-civil-engineering/>
 - <https://coursecat.isu.edu/undergraduate/college-of-health/community-and-public-health/ba-bs-public-health-community-health-conc/>

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

F. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** the [Change Memo 2023/24 Catalog](#) from the Registrar's Office documenting errors and corrections to 2023-24 catalog discovered during the preparation for publication process.

State Proposals for Endorsement: none

Other Business: none

G. FUTURE BUSINESS:

1. **Refer to Academic Standards Council: issue of consistency of sister courses at upper division undergraduate/graduate level – 33xx/55xx vs. 44xx/55xx – potential accreditation for grad programs?**

The new subcommittee just formed above will help address some of these issues as they work with other university constituencies and units, including Academic Standards Council.

2. **Interdisciplinary programs– placeholder; deferred until Fall 2022?**

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:21 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

A. Catalog Format Review Subcommittee created

Subcommittee members: **Bob Houghton, Ben Bolin, Sarah Mead, Tiffany Mitchell. Randa Kress**
Bob Houghton will arrange the first meeting, to be held sometime in April

This Subcommittee is tasked with deciding which pieces of the catalog should be editable outside the UCC proposal process, and which should be tied to the UCC proposal cycle. The Subcommittee will also work with other university stakeholders on the following:

- **Accelerated Programs Catalog Layout:** create standardized catalog format
- **Admissions Requirements:** should Admissions Requirements continue to be part of UCC catalog page with UCC's review/approval process, or move to departmental page that can be changed more quickly? Considerations include students' catalog rights in meeting program requirements for graduation.
- **Course and Program Duplication:** develop written guidance on what constitutes duplication of courses and programs. Include Academic Affairs and Faculty Senate in the discussion. Consider ways of alleviating competition and encourage collaboration among programs. Student headcount in majors and programs is an important metric in measuring program

health, but what should happen when a program uses many courses from another department in their programs?

- **Standardization:** of course descriptions, where lists of programs and certificates should be posted on ISU websites (ties in with ASC program listing website issue above). Also, Program Elective lists and how to keep them accurate, current, and relevant for the department and students within the catalog. Examples:
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/mechanicalengineering/bs-mechanical-engineering/>
 - <https://coursecat.isu.edu/undergraduate/scienceengineering/civilandenvironmentalengineering/bs-civil-engineering/>
 - <https://coursecat.isu.edu/undergraduate/college-of-health/community-and-public-health/ba-bs-public-health-community-health-conc/>

CURRICULUM PROPOSALS APPROVED:

1. [Change Memo 2023/24 Catalog](#) from the Registrar's Office documenting errors and corrections to 2023-24 catalog discovered during the preparation for publication process.

Undergraduate Curriculum Council (UCC)

April 13, 2023 – 3:00-5:00 p.m. via Zoom: Join Zoom Meeting <https://isu.zoom.us/j/84197901247>

Volume XXXIV, 'Virtual' Meeting 3 (25-03)

MINUTES – *Approved by Curriculum Council on April 17, 2023 via email vote; Accepted by Faculty Senate on April 24, 2023; Accepted by Academic Affairs on May 2, 2023*

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Ines Jindra, Bob Houghton, Janet Loxterman, Randa Kress, Wesley Usyak, John Baker, Crystal Kanderis Lane, LaVona Andrew, Erin Berry

1b. Excused: Ajit Bhattarai, Ben Bolin; Cindy Hill, Ivory Fort, Sarah Mead, Buck Benson, Tiffany Mitchell, Catherine Read

1c. Guests: none

1. **Announcements:** none

2. Council **approved** the **Minutes** for [March 9, 2023](#) via email vote

3. **Report from the Executive Committee:**

- The Executive Committee met /Wednesday and put State Proposal #2023-01 for the Dietetics expansion to Meridian on the agenda as a Consent Calendar item.
- Decided to hold a 'virtual' meeting this week instead of in person, since no proposals are ready for consideration yet.
- Sarah Mead has been fielding a lot of questions about how credits are handled in proposals, and how to fill out the standardized degree totals tables. She will provide a [Standardized Catalog Formats](#) document that may help give some guidance ([Appendix A](#)).

4. **Information from Academic Affairs:** none

5. **Current Subcommittee Activities:**

a. General Education Requirements Committee (GERC) update

i. Council **approved** the GERC Minutes for [October 25, 2022](#), [February 14, 2023](#), [February 28, 2023](#), and [March 14, 2023](#) via email vote

ii. Council **approved** the [Gen Ed Comprehensive Program Review Report - Final 4-11-2023](#) via email vote ([Appendix B](#))

iii. Council **approved** the [AACU Value Rubric Objective 8 Revised SLO Report April 2023](#) via email vote ([Appendix C](#))

Last Spring 2022 GERC's working group had revised the Student Learning Outcomes for Objective 8, but did not have a chance to update the Rubrics accordingly until now.

b. BAS Committee update

i. Council **approved** the BAS Committee Minutes for [December 9, 2022](#) via email vote

c. Catalog Format Review Subcommittee update

Bob Houghton is working on setting up the first meeting

6. Information from the Chair: none

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

8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR

1. Council **endorsed** via email vote the [2023-01 COH Dietetics Didactic Program \(BS\) Expansion to Meridian](#) - no catalog proposal required. ([Appendix D](#))

D. UNFINISHED BUSINESS

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

State Proposals for Endorsement: none this week

Other Business: none

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

F. NEW BUSINESS: for consideration next week, April 20:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #10](#) from Biomedical & Pharmaceutical Sciences for a new B.S. in Pharmaceutical and Cosmeceutical Sciences. *Contingent upon SBOE approval of State Proposal #2023-xx.*

State Proposals for Endorsement:

1. [2023-xx COP BS in Pharmaceutical and Cosmeceutical Sciences](#) *Corresponds to [UCC AY2024-25 Proposal #10](#).* Awaiting confirmation from KDHS to go ahead with this one.

Other Business: none this week

G. FUTURE BUSINESS:

2. Interdisciplinary programs– placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 5:00 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

- [Standardized Catalog Formats](#) document to offer guidance on how to fill out Part C in UCC proposals.
- [Gen Ed Comprehensive Program Review Report - Final 4-11-2023](#)
- [AACU Value Rubric Objective 8 Revised SLO Report April 2023](#)
- [2023-01 COH Dietetics Didactic Program \(BS\) Expansion to Meridian](#) - no catalog proposal required.

Undergraduate Curriculum Council (UCC)

April 20, 2023 – 3:00-5:00 p.m. via Zoom: Join Zoom Meeting <https://isu.zoom.us/j/84197901247>

Volume XXXIV, Meeting 4 (25-04)

MINUTES – Approved by Curriculum Council on April 21, 2023 via email vote; Accepted by Faculty Senate on April 24, 2023; Accepted by Academic Affairs on May 2, 2023

A. PRELIMINARIES

1a. Attendance:

Members: Carmen Febles, Ines Jindra, Ajit Bhattarai, Ben Bolin, Janet Loxterman, Randa Kress, Wesley Usyak, John Baker, Crystal Kanderis Lane, LaVona Andrew,
Ex-Officio: Cindy Hill, Ivory Fort, Sarah Mead,, Tiffany Mitchell
Admin. Asst.: Catherine Read
Excused: Bob Houghton, Erin Berry; Buck Benson
1c. Guests: none

1. **Announcements:**

2. Council already **approved** the Minutes for [April 13 2023](#) ‘virtual’ meeting via email vote on 4/17/2023.

3. **Report from the Executive Committee:**

- a. Wesley Usyak was re-elected by his college to serve another term, so he will be UCC’s Chair for next year.
- b. John Baker is retiring this year, so a replacement will be elected to fill his seat.
- c. The Registrar’s Office has agreed to work over the summer to create short videos showing how to fill out a proposal form, what to look for before signing off, etc.

4. **Information from Academic Affairs:** none

5. **Current Subcommittee Activities:**

- a. General Education Requirements Committee (GERC) update
 - i. Council already **approved** GERC Minutes for [April 11, 2023](#) via email vote on 4/17/2023.
- b. BAS Committee update
 - i. Council unanimously **accepted** BAS Committee [Minutes for March 2023](#)
- c. Catalog Format Review Subcommittee update – Ben and Bob will be getting together to strategize soon.

6. Information from the Chair: none

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

8. Other related information or questions:

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR -- none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** [Proposal #10](#) from COP **Biomedical & Pharmaceutical Sciences** for a new B.S. in Pharmaceutical and Cosmeceutical Sciences. *Contingent upon ISU and SBOE approval of State Proposal #2023-05.*

State Proposals for Endorsement:

1. Council unanimously **endorsed** [2023-05 COP BS in Pharmaceutical and Cosmeceutical Sciences](#) Corresponds to [UCC AY2024-25 Proposal #10](#).

Other Business: UCC representatives' role and proposal review

Discussion! What can we do to improve the process for developing proposals to eliminate confusion on how to fill out forms, expectations of involved parties, clarify roles of the UCC reps, and eliminate extra work for the Registrar's Office and the administrative assistant on the back end in fixing submitted proposals.

- It's hard for inexperienced POs and UCC reps to know what to do when creating a new program that isn't similar to usual programs so the existing reference documents aren't as helpful. In those cases, please reach out early to the Registrar's Office or Catherine to help guide you through the steps.
- UCC reps and POs gain experience as they work through developing proposals, and there are several references to help guide
- Academic Affairs has a year-long training program for new department chairs. Consider having the UCC Chair or other experienced UCC rep attend a couple of meetings to help train the department chairs.
- Consider creating a video or something that shows how all the proposal pieces fit together, how CourseLeaf works, and how everything becomes the final catalog.
- Consider better coordination between UCC and Graduate School's proposal process. UCC's proposals are more thorough and show how the curriculum will appear in the catalog.
- Any way of having a Registrar's Office representative work with the Graduate School to facilitate the logistical pieces of the catalog production process?
- There is no entity similar to UCC in Graduate School that focuses on curriculum, courses, and the catalog. Graduate Council members take care of all graduate level business; the catalog proposals are only a small part of what they work on, so no one really has a good handle on proposal forms or the process. Therefore, it is hard for POs to get help in developing their graduate proposals.

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

F. NEW BUSINESS: *for consideration next week, April 27*

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT **Technical Department** and COB **Accounting & Information Systems** for a new BAS in Information Technology. *Contingent upon ISU, IDCTE and SBOE approval of State Proposal # 2023-xx*

2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification #2023-LON-xx*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal #2023-xx*

State Proposals for Endorsement:

1. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [UCC Proposal #6](#)*
2. [2023-xx COT/COB BAS in Information Technology Systems](#) *Corresponds to [UCC Proposal #5](#)*
3. [2023-xx COT ITC in Medical Assisting](#) *Corresponds to [UCC Proposal #9](#)*

G. FUTURE BUSINESS:

2. **Interdisciplinary programs– placeholder; deferred until Fall 2023?**

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:35 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

- A. [2023-05 COP BS in Pharmaceutical and Cosmeceutical Sciences](#) *Corresponds to [UCC AY2024-25 Proposal #10](#).*

CURRICULUM PROPOSALS APPROVED:

1. [Proposal #10](#) from COP **Biomedical & Pharmaceutical Sciences** for a new B.S. in Pharmaceutical and Cosmeceutical Sciences. *Contingent upon ISU and SBOE approval of State Proposal #2023-05.*

Undergraduate Curriculum Council (UCC)

April 27, 2023 – 3:00-5:00 p.m. via Zoom: Join Zoom Meeting <https://isu.zoom.us/j/86457748568>

Volume XXXIV, Meeting 5 (25-05)

MINUTES – *Approved by Curriculum Council on April 28, 2023 via email vote; Accepted by Faculty Senate on August 28, 2023; Accepted by Academic Affairs on May 2, 2023*

A. PRELIMINARIES

1a. Attendance:

Members: Ines Jindra, Bob Houghton, Ajit Bhattarai, Ben Bolin, Janet Loxterman, Randa Kress, Wesley Usyak, Crystal Kanderis Lane, LaVona Andrew, Erin Berry
Ex-Officio: Cindy Hill, Ivory Fort, Sarah Mead, Buck Benson, Tiffany Mitchell
Admin. Asst.: Catherine Read
Excused: Carmen Febles, John Baker
1c. Guests: none

1. Announcements:

New UCC members elected for fall:

- CAL - **Jessica Winston** in for Carmen Febles
- CoH - **Camille Biorn** in for LaVona Andrew
- CoSE - **Sherry Adams** in for Janet Loxterman
- COT - **Mona Doan** in for John Baker

2. Council already **approved** its Minutes for [April 20, 2023](#) via email vote on 4/21/2023.

a. Minutes for today's meeting **April 27, 2023** will be approved via email vote this week.

3. Report from the Executive Committee:

Postponed until Fall 2023: Council voted to **move** these two proposals into the **“Parking Lot”**

- a. [Proposal #5](#) for the new BAS in Information Technology and its corresponding State Proposal [#2023-xx](#) are not ready for consideration yet, postponed until Fall 2023.
- b. [Proposal #23](#) from Dental Hygiene for the BS degree completion and accelerated AS to MS is postponed until Fall. Graduate Council's last meeting was Tuesday and they cannot review it until next semester. There are a few other concerns that need to be worked out. The way this proposal is written, the student would go directly from an Associate's to a Master's, skipping the Bachelor's degree altogether; not certain whether this is acceptable within ISU's framework.

4. **Information from Academic Affairs:** none

5. Current Subcommittee Activities:

- a. General Education Requirements Committee (GERC) update
 - i. Council already **approved** GERC's Minutes for [March 28, 2023](#) via email vote on 4/24/2023.
 - ii. Council unanimously **accepted** GERC's Minutes for [April 25, 2023](#)
 - iii. **Joanne Tokle** was re-elected to serve as **Chair** again next academic year.
Anna Grinath will serve as **Executive Secretary**.

Vice Chair elections will be held in the Fall once the rest of the members are known.
Four vacant seats still remain to be filled on this committee.

iv. GERC is updating its Assessment Plan template; a couple of GERC members are piloting the new template with their own courses, will provide feedback in the next week or so.

v. Council unanimously **accepted** GERC's [Objective 2 ORC Report April 2023](#)
The Objective 1 ORC Report will be forthcoming in the fall.

b. BAS Committee update -

Held final meeting of the semester and updated their Bylaws, which will be coming to UCC in the Fall for consideration and acceptance.

c. Catalog Format Review Subcommittee update –

Will meet this coming Tuesday to get the discussions under way.

6. Information from the Chair: Wesley Usyak thanked everyone for their hard work this year.

7. Information from the Faculty Senate and other Councils:

Faculty Senate will meet for the last time this semester on Monday to finish their business for the year.

8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR -- none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification #2023-LON-02*

Concern raised about using courses designated “D” on demand) as required courses for certificates and degrees. If the course is not regularly scheduled, there is a concern that students may not be able to complete their program, nor plan out their schedule. This will be considered and addressed in the fall.

2. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal #2023-xx.*

Proposal not ready for discussion yet; postponed until fall semester.

Council voted to **move** both **Proposal #6** and **Proposal #9** into the “**Parking Lot**” until Fall.

State Proposals for Endorsement: both proposals **postponed** until Fall semester:

1. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [UCC Proposal #6](#)*

2. [2023-xx COT ITC in Medical Assisting](#) *Corresponds to [UCC Proposal #9](#)*

Other Business: none

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

F. NEW BUSINESS: none, everything that has come in has been taken care of this semester. Great job, everyone!!

Departments have all summer and early fall to work on their proposals, which gives them plenty of time to carefully consider what they want to do with their programs and the ramifications of the changes.

G. FUTURE BUSINESS:

2. Interdisciplinary programs– placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities.*

UCC Chair will follow up with Faculty Senate.

H. ADJOURNMENT: 3:20 p.m.

Happy Summer, everyone!!!!

APPENDICES

ACTIONS APPROVED or ENDORSED:

A. GERC’s [Objective 2 Objective Review Committee \(ORC\) Report April 2023](#)

CURRICULUM PROPOSALS APPROVED: none this week

Undergraduate Curriculum Council (UCC)

August 31, 2023 – 3:00-5:00 p.m. via Zoom

Volume XXXIV, Meeting 6 (25-06)

MINUTES – *Approved by Curriculum Council on September 14, 2023; Accepted by Faculty Senate on September 25, 2023; Accepted by Academic Affairs on September 29, 2023*

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra, Bob Houghton, Ajit Bhattarai, Ben Bolin,, Randa Kress, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry
Ex-Officio: Ivory Fort, Buck Benson, Tiffany Mitchell
Admin. Asst.: Catherine Read
Excused: Sherry Adams; Cindy Hill, Hala Abou Arraj, Sarah Mead
Absent: none
Guests: none

1. Introductions and Announcements:

Welcome back to new semester everyone, and welcome to new UCC members:

- CAL - **Jessica Winston** replacing Carmen Febles
- CoH - **Camille Biorn** replacing LaVona Andrew
- CoSE - **Sherry Adams** replacing Janet Loxterman
- COT - **Mona Doan** replacing John Baker

2. UCC 101: [Getting Started](#)

Wesley Usyak shared his screen and gave a brief overview of UCC’s Getting Started webpage and the proposal checklist of what to look for when reviewing proposals for consideration and approval.

3. Council already **approved** its Minutes for **April 27, 2023** via email vote on 4/27/2023.

4. Report from the Executive Committee: met Tuesday, August 29

Meets on Tuesday afternoons to finalize the agenda and discuss upcoming and behind the scenes business.

5. Information from Academic Affairs: none this week

6. Current Subcommittee Activities:

a. General Education Requirements Committee (GERC) update - met Tuesday, August 29
Minutes will be forthcoming next week for UCC’s review and acceptance.

b. BAS Committee update – hasn’t met yet; missing a few members still.
Will meet two or three times during the semester.

c. Catalog Format Review Subcommittee update

Ben Bolin reported that he and Bob Houghton met with Adam Bradford, the interim Provost this summer. Adam was supportive of the ideas discussed. Ben and Bob took good notes and will continue working on this.

7. Information from the Chair: none this week

8. Information from the Faculty Senate and other Councils:

- Bob Houghton attended GERC's meeting this week. GERC is discussing whether to continue work on Darren Blagburn's project from last year. Physics and a few other departments are working to finish their gen ed course Assessment Plans.
- Faculty Senate did meet this week on Monday evening, but it was not a long meeting, mostly introductions and overview of Senate's purpose and work.

9. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS – none this week

E. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #24](#) from **Marketing and Management** to add TGE 1140 as a pre-requisite option for MGT 2216 and eliminate Junior standing requirement for MGT 3312. *No concerns from GERC's perspective.*

State Proposals for Endorsement: none this week

Other Business: none this week

F “PARKING LOT” – proposals and other items awaiting resolution:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT and COB for the new BAS in Information Technology and its corresponding State Proposal [#2023-xx](#) are not ready for consideration yet.
2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification [#2023-LON-02](#)*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal [#2023-xx](#)*
4. [Proposal #23](#) from COH **Dental Hygiene** for the BS degree completion and accelerated AS to MS is postponed until Fall. There were a few concerns that need to be worked out.

State Proposals for Endorsement:

1. [2023-xx BAS - Information Technology Systems](#) *Corresponds to [Proposal #5](#)*

2. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [Proposal #6](#)*
3. [2023-xx COT ITC in Medical Assisting](#) *Corresponds to [Proposal #9](#)*
4. [2023-xx COH Dental Hygiene Bachelor's Degree Completion](#) **with Online Program Fee** *Corresponds to [Proposal #23](#)*
5. [2023-xx COH Dental Hygiene accelerated Associate to MS bridge program](#) **with Online Program Fee** *Corresponds to [Proposal #23](#)*

G. FUTURE BUSINESS:

1. Interdisciplinary programs – placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:30 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED: None this week

CURRICULUM PROPOSALS APPROVED: None this week

Undergraduate Curriculum Council (UCC)
September 14, 2023 – 3:00-5:00 p.m. via Zoom
Volume XXXIV, Meeting 7 (25-07)

MINUTES – Approved by Curriculum Council on September 20, 2023 via email vote; Accepted by Faculty Senate on September 25, 2023; Accepted by Academic Affairs on September 29, 2023

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra, Ajit Bhattarai, Ben Bolin,, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Cindy Hill
Admin. Asst.: *excused*
Excused: Bob Houghton, Catherine Read, Hala Abou Arraj, Sarah Mead
Absent: Buck Benson
Guests: none

1. Announcements: Welcome to new ASISU member **Ella Bunde!**
2. Council **approved** the Minutes for [August 31, 2023](#)
3. Report from the Executive Committee: No report
4. Information from Academic Affairs: No report
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update -
 - i) Council **accepted** GERC's Minutes for [August 29, 2023](#)
 - b. BAS Committee update:
BAS Committee has not yet met. They are waiting for two new representatives to be forwarded by the Faculty Senate.
 - c. Catalog Format Review Subcommittee update: No report.
6. Information from the Chair: No report
7. Information from the Faculty Senate and other Councils: No report
8. Other related information or questions: None

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. **Tabled** because the COB representative was not in attendance: [Proposal #4](#) from COB **Business Administration** to remove all emphases from the BBA program: emphases in Data Analytics, Operations Management, Entrepreneurship/Small Business, and Human Resources Management from the Accounting, Economics, Finance, General Business, Management and Marketing BBA programs. *Requires OSBE acceptance of Letter of Notification #2023-LON-07.*

2. **Unanimous approval to recommend [Proposal #16](#)** from CAL **Psychology** for course and curriculum updates and to create a new course PSYC 4420 **pending response** regarding P courses (does not need to be included) and the Educational Technologies response on page 23 needs to be completed. [Response subsequently received and entered in proposal.] *Changes affect Graduate Catalog; separate proposal submitted to Grad Council. ([Appendix 1](#)).*
3. **Tabled** because the COB representative was not in attendance: [Proposal #24](#) from COB **Marketing and Management** to add TGE 1140 as a prerequisite option for MGT 2216 and eliminate Junior standing requirement for MGT 3312. *No concerns from GERC's perspective.*
4. **Unanimous approval to recommend [Proposal #29](#)** from COH **Communication Sciences and Disorders** to create new courses CSD 4421 and CSD 4422 to provide the necessary didactic and clinical coursework for students to apply for Speech-Language Pathology Assistant professional certification. ([Appendix 2](#))

State Proposals for Endorsement:

1. **Tabled** because the COB representative was not in attendance: [2023-LON-07: COB Discontinue all BBA Emphases](#) *Corresponds to [Proposal #4](#)*

Other Business: none this week

E. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #7](#) from Student Success Center's **University Honors** program to create two new courses HONS 1100 and HONS 3392.

State Proposals for Endorsement: none this week

Other Business: none this week

F "PARKING LOT" – proposals and other items awaiting resolution:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT and COB for the new BAS in Information Technology and its corresponding State Proposal [#2023-xx](#) are not ready for consideration yet.
2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification [#2023-LON-02](#)*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal [#2023-xx](#)*

4. [Proposal #23](#) from COH **Dental Hygiene** for the BS degree completion and accelerated AS to MS is postponed until Fall. There were a few concerns that need to be worked out.

State Proposals for Endorsement:

1. [2023-xx BAS - Information Technology Systems](#) *Corresponds to [Proposal #5](#)*
2. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [Proposal #6](#)*
3. [2023-xx COT ITC in Medical Assisting](#) *Corresponds to [Proposal #9](#)*
4. [2023-xx COH Dental Hygiene Bachelor's Degree Completion](#) **with Online Program Fee** *Corresponds to [Proposal #23](#)*
5. [2023-xx COH Dental Hygiene accelerated Associate to MS bridge program](#) **with Online Program Fee** *Corresponds to [Proposal #23](#)*

G. FUTURE BUSINESS:

1. Interdisciplinary programs– placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:15 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED: None this week.

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #16](#) from CAL **Psychology** for course and curriculum updates and to create new course PSYC 4420. *Changes affect Graduate Catalog; separate proposal submitted to Grad Council.*
2. [Proposal #29](#) from COH **Communication Sciences and Disorders** to create new courses CSD 4421 and CSD 4422 to provide the necessary didactic and clinical coursework for students to apply for Speech-Language Pathology Assistant professional certification.

Undergraduate Curriculum Council (UCC)
September 28, 2023 – 3:00-5:00 p.m. via Zoom
Volume XXXIV, Meeting 8 (25-08)

MINUTES – Approved by Curriculum Council on October 5, 2023; Accepted by Faculty Senate on October 23, 2023; Accepted by Academic Affairs on November 14, 2023

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Bob Houghton, Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson, Cindy Hill,
Admin. Asst.: Catherine Read
Excused: Ines Jindra, Erin Berry
Absent: none
Guests: none

1. Announcements: No general announcements.
2. Minutes for **September 14, 2023** were approved via email vote. No meeting on September 21, 2023.
3. Report from the Executive Committee: Wesley Usyak encouraged everyone to submit curriculum proposals as early as possible.
4. Information from Academic Affairs: Cindy Hill shared the draft timeline for the 2024 Three Year Plan.
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update -
 - i) Council unanimously **accepted** GERC's Minutes for [September 12, 2023](#)

Ben Bolin provided updates with regard to the representatives for the Ged Ed Summit in mid-October. GERC met this week with those representatives during their regular meeting.
ISU's GEM Discipline Group members for Gen Ed Summit discussion, October 12-13
 - Abraham Romney (Obj. 1)
 - Jim Disanza (Obj. 2)
 - Pageant Jones (Obj. 3)
 - Jessica Winston (Obj. 4)
 - Samantha Blatt (Obj. 5)
 - Erika Fulton (Obj. 6)
 - b. BAS Committee update: Tiffany Mitchell noted that they are still waiting for one CAL representative from the Faculty Senate for the BAS Committee.
 - c. Catalog Format Review Subcommittee update: No updates
6. Information from the Chair: No additional information
7. Information from the Faculty Senate and other Councils:

Bob Houghton provided information from the Faculty Senate and the BAS Committee.

 - 1) There is a new Ged Ed Objective #5 course being submitted to GERC which will also need to be submitted to the UCC.

- 2) BYU-Idaho was approved by our NWCCU accrediting body for five unique 90-credit Bachelor's degrees.
- 3) The BAS Committee approved several new BAS programs.

8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #4](#) from COB **Business Administration** to remove all emphases from the BBA program: emphases in Data Analytics, Operations Management, Entrepreneurship/Small Business, and Human Resources Management from the Accounting, Economics, Finance, General Business, Management and Marketing BBA programs. *Requires OSBE acceptance of Letter of Notification #2023-LON-07.* ([Appendix 1](#))
2. Council unanimously **approved** for recommendation [Proposal #7](#) from Student Success Center's **University Honors** program to create two new courses HONS 1100 and HONS 3392. ([Appendix 2](#))
3. Council unanimously **approved** for recommendation [Proposal #24](#) from COB **Marketing and Management** to add TGE 1140 as a prerequisite option for MGT 2216 and eliminate Junior standing requirement for MGT 3312. *No concerns from GERC's perspective.* ([Appendix 3](#))
4. Council unanimously **approved** for recommendation [Proposal #37](#) from KDHS **Mindfulness program** to update course semester offerings and prerequisites for existing DHS courses. *Changes affect Graduate Catalog.* ([Appendix 4](#))
5. Council unanimously **approved** for recommendation [Proposal #39](#) from CAL **Sociology, Social Work and Criminology** to update courses, prerequisites, and curriculum in the Social Work programs, renumber SOWK 2272 to 3371, and create new course SOWK 3379. ([Appendix 5](#))
6. Council unanimously **approved** for recommendation [Proposal #41](#) from CAL **Art and COE Teaching and Educational Studies** to update the 45-credit Art teaching endorsement requirements to match the current Art BA/BFA curriculum, pending the Library impact statement which was subsequently received. ([Appendix 6](#))

State Proposals for Endorsement:

1. Council unanimously **endorsed** [2023-LON-07 Request: COB Discontinue all BBA Emphases Corresponds to Proposal #4](#) ([Appendix A](#))

Other Business: none this week

E. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals: All were **tabled** for consideration next time

1. [Proposal #21](#) from COT **Health Occupations** to eliminate the Traditional and Veteran to Nurse options in the Practical Nursing program in accordance with recent changes to Veterans Affairs requirements. Also delete PNUR 1150 thru 1158 courses dedicated to the Vet to Nurse option. *Contingent upon ISU, IDCTE, and SBOE approval of State Letter of Notification #2023-LON-xx*
2. [Proposal #26](#) from COSE **Electrical and Computer Engineering** to change course offering semesters for ECE 4420 and 4420L, delete ECE 4440 and ECE 4440L, and reduce total required credits from 121 to 120. *Changes affect Graduate Catalog.*
3. [Proposal #43](#) from COT **Technical** department to remove ECON 1101, 2201 or 2202 as required Gen Ed Objective 6 courses for the AAS in Civil Engineering Technology, leaving that Objective open to students' discretion.
4. [Proposal #44](#) from COT **Business & Support Services** to remove BIOL 1101 & BIOL 1101L as Objective 5 General Education options from the AAS in Early Childhood Care and Education, leaving BIOL 1100 as the required course to fulfill that Objective.
5. [Proposal #46](#) from COT **Technical** department to change TGE 1150 from a required course to recommended in the AAS, ITS, and BTC in Information Technology Systems.

State Proposals for Endorsement:

1. [2023-LON-xx Request: COT Discontinue Traditional and Veteran to Nurse Options from ITC Practical Nursing](#) *Corresponds to [Proposal #21](#)*

Other Business: none this week

F “PARKING LOT” – proposals and other items awaiting resolution:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT and COB for the new BAS in Information Technology and its corresponding State Proposal #2023-xx are not ready for consideration yet.
2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification #2023-LON-02*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal #2023-xx*
4. [Proposal #23](#) from COH **Dental Hygiene** for the BS degree completion and accelerated AS to MS is postponed until Fall. There were a few concerns that need to be worked out.

State Proposals for Endorsement:

1. [2023-xx BAS - Information Technology Systems](#) *Corresponds to [Proposal #5](#)*

2. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [Proposal #6](#)*
3. [2023-xx COT ITC in Medical Assisting](#) *Corresponds to [Proposal #9](#)*
4. [2023-xx COH Dental Hygiene Bachelor's Degree Completion with Online Program Fee](#) *Corresponds to [Proposal #23](#)*
5. [2023-xx COH Dental Hygiene accelerated Associate to MS bridge program with Online Program Fee](#) *Corresponds to [Proposal #23](#)*

G. FUTURE BUSINESS:

1. Interdisciplinary programs– placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:48 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

- A. [2023-LON-07 Request: COB Discontinue all BBA Emphases](#) *Corresponds to [Proposal #4](#)*

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #4](#) from COB **Business Administration** to remove all emphases from the BBA program: emphases in Data Analytics, Operations Management, Entrepreneurship/Small Business, and Human Resources Management from the Accounting, Economics, Finance, General Business, Management and Marketing BBA programs. *Requires OSBE acceptance of Letter of Notification #2023-LON-07.*
2. [Proposal #7](#) from Student Success Center's **University Honors** program to create two new courses HONS 1100 and HONS 3392.
3. [Proposal #24](#) from COB **Marketing and Management** to add TGE 1140 as a pre-requisite option for MGT 2216 and eliminate Junior standing requirement for MGT 3312. *No concerns from GERC's perspective.*
4. [Proposal #37](#) from KDHS **Mindfulness program** to update course semester offerings and prerequisites for existing DHS courses. *Changes affect Graduate Catalog.*
5. [Proposal #39](#) from CAL **Sociology, Social Work and Criminology** to update courses, prerequisites, and curriculum in the Social Work programs, renumber SOWK 2272 to 3371, create new course SOWK 3379.
6. [Proposal #41](#) from CAL **Art** and COE **Teaching and Educational Studies** to update the 45-credit Art teaching endorsement requirements to match current Art BA/BFA curriculum.

Undergraduate Curriculum Council (UCC)

October 5, 2023 – 3:00-5:00 p.m. via Zoom

Volume XXXIV, Meeting 9 (25-09)

MINUTES – Approved by Curriculum Council on October 19, 2023; Accepted by Faculty Senate on November 6, 2023; Accepted by Academic Affairs on November 14, 2023

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra, Ajit Bhattarai, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Camille Biorn, Erin Berry
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson, Cindy Hill
Admin. Asst.: Catherine Read
Excused: Bob Houghton, Ben Bolin, Crystal Kanderis Lane, Ella Bunde
Absent: none
Guests: none

1. Announcements: none
2. Council **approved** the Minutes for [September 28, 2023](#)
3. Report from the Executive Committee:
Met on Tuesday, joined by Adam Bradford and Cindy Hill from Academic Affairs. Agreed to create a new subcommittee to manage interdisciplinary degrees. Plan is to implement some pathways for students who have dropped out to re-enroll and earn a Bachelor's degree quickly.
4. Information from Academic Affairs: none
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update - meets next week
 - b. BAS Committee update:
 - i) Council unanimously **accepted** [BAS Committee Minutes April 18 2023](#)
Jessica Winston reported that the College of Arts & Letters is aware of the vacancy on this committee this semester. The representative will be returning in Spring (2024). Tiffany Mitchell said the committee can cover for him this Fall.
 - c. Catalog Format Review Subcommittee update: none
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils: none
8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #21](#) from COT **Health Occupations** to eliminate the Traditional and Veteran to Nurse options in the Practical Nursing program in accordance with recent changes to Veterans Affairs requirements. Also delete PNUR 1150 thru 1158 courses dedicated to the Vet to Nurse option. *Contingent upon ISU, IDCTE, and SBOE approval of State Letter of Notification #2023-LON-10* ([Appendix 1](#))
2. Council unanimously **approved** for recommendation [Proposal #26](#) from COSE **Electrical and Computer Engineering** to change course offering semesters for ECE 4420 and 4420L, delete ECE 4440 and ECE 4440L, and reduce total required credits from 121 to 120. *Changes affect Graduate Catalog.* ([Appendix 2](#))
3. Council unanimously **approved** for recommendation [Proposal #43](#) from COT **Technical** department to remove ECON 1101, 2201 or 2202 as required Gen Ed Objective 6 courses for the AAS in Civil Engineering Technology, leaving that Objective open to students' discretion. ([Appendix 3](#))
4. Council unanimously **approved** for recommendation [Proposal #44](#) from COT **Business & Support Services** to remove BIOL 1101 & BIOL 1101L as Objective 5 General Education options from the AAS in Early Childhood Care and Education, leaving BIOL 1100 as the required course to fulfill that Objective. ([Appendix 4](#))
5. Council unanimously **approved** for recommendation [Proposal #46](#) from COT **Technical** department to change TGE 1150 from a required course to recommended in the AAS, ITS, and BTC in Information Technology Systems. ([Appendix 5](#))

State Proposals for Endorsement:

1. Council unanimously **endorsed** [2023-LON-10](#) [Request: COT Discontinue Traditional and Veteran to Nurse Options from ITC Practical Nursing](#) Corresponds to [Proposal #21](#) ([Appendix A](#))

Other Business: none this week

E. NEW BUSINESS: *[becomes Unfinished Business next week for consideration/vote]*

Curriculum, Course, and Program Change Proposals:

1. [Proposal #2](#) from COB **Marketing & Management** to create a new 9-credit Academic Certificate in Supply Chain Management, including new courses MGT 4451 Logistics Management and MGT 4452 Procurement and Supply Management. *Requires OSBE acceptance of Letter of Notification #2023-LON-08*
2. [Proposal #14](#) from COH **Radiographic Science** to update courses and curriculum, split RS 4450 into two by adding new RS 4455, delete RS 3320.
3. [Proposal #28](#) from COSE **Computer Science** to update course prerequisites and curriculum, add new courses CS 3309, 3310, 3311, 3318, 4439, 4441, and 4476; to delete CS 2263 and 3316; and to create a new BS in Software Engineering. *Changes affect Graduate Catalog. Requires SBOE approval of State Proposal #2023-06.*
4. [Proposal #49](#) from COH **Fire Services Administration** to change FSA 4409 from variable to fixed 3 credits, add 6 upper division credits to the AS degree program requirements.

State Proposals for Endorsement:

1. [2023-LON-08: COB Supply Chain Management Academic Certificate](#) Corresponds to [Proposal #2](#).
2. [2023-06 COSE BS in Software Engineering](#). Corresponds to [Proposal #28](#).

Other Business: none this week

F “PARKING LOT” – proposals and other items awaiting resolution:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT and COB for the new BAS in Information Technology and its corresponding State Proposal [#2023-xx](#) are not ready for consideration yet.
2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification [#2023-LON-02](#)*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal [#2023-xx](#)*
4. [Proposal #23](#) from COH **Dental Hygiene** for the BS degree completion and accelerated AS to MS is postponed until Fall. There were a few concerns that need to be worked out.

State Proposals for Endorsement:

1. [2023-xx BAS - Information Technology Systems](#) Corresponds to [Proposal #5](#)
2. [2023-LON-xx Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) Corresponds to [Proposal #6](#)
3. [2023-xx COT ITC in Medical Assisting](#) Corresponds to [Proposal #9](#)
4. [2023-xx COH Dental Hygiene Bachelor's Degree Completion with Online Program Fee](#) Corresponds to [Proposal #23](#)
5. [2023-xx COH Dental Hygiene accelerated Associate to MS bridge program with Online Program Fee](#) Corresponds to [Proposal #23](#)

G. FUTURE BUSINESS:

1. Interdisciplinary programs– placeholder; deferred until Fall 2023?

How to deal with faculty oversight of curriculum in interdisciplinary programs; *Faculty Senate is working on this; may or may not be part of UCC responsibilities – UCC Chair will follow up with Faculty Senate.*

H. ADJOURNMENT: 3:34 p.m.

APPENDICES

ACTIONS APPROVED or ENDORSED:

- A. [2023-LON-10 Request: COT Discontinue Traditional and Veteran to Nurse Options from ITC Practical Nursing](#) Corresponds to [Proposal #21](#)

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #21](#) from COT **Health Occupations** to eliminate the Traditional and Veteran to Nurse options in the Practical Nursing program in accordance with recent changes to Veterans Affairs requirements. Also delete PNUR 1150 thru 1158 courses dedicated to the Vet to Nurse option. *Contingent upon ISU, IDCTE, and SBOE approval of State Letter of Notification #2023-LON-10*
2. [Proposal #26](#) from COSE **Electrical and Computer Engineering** to change course offering semesters for ECE 4420 and 4420L, delete ECE 4440 and ECE 4440L, and reduce total required credits from 121 to 120. *Changes affect Graduate Catalog.*
3. [Proposal #43](#) from COT **Technical** department to remove ECON 1101, 2201 or 2202 as required Gen Ed Objective 6 courses for the AAS in Civil Engineering Technology, leaving that Objective open to students' discretion.
4. [Proposal #44](#) from COT **Business & Support Services** to remove BIOL 1101 & BIOL 1101L as Objective 5 General Education options from the AAS in Early Childhood Care and Education, leaving BIOL 1100 as the required course to fulfill that Objective.
5. [Proposal #46](#) from COT **Technical** department to change TGE 1150 from a required course to recommended in the AAS, ITS, and BTC in Information Technology Systems.

Undergraduate Curriculum Council (UCC)
October 19, 2023 – 3:00-5:00 p.m. via Zoom:
Volume XXXIV, Meeting 10 (25-10)

CORRECTED MINUTES – *Approved by Curriculum Council on October 26, 2023; [subsequently corrected Nov. 1, 2023 to remove an inaccurate sentence]; Accepted by Faculty Senate on November 6, 2023; Accepted by Academic Affairs on November 14, 2023*

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra, Bob Houghton, Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry, Ella Bunde
Ex-Officio: Ivory Fort, Sarah Mead, Tiffany Mitchell, Buck Benson, Cindy Hill
Admin. Asst.: Catherine Read
Excused: none
Guests: none

1. Announcements: none
2. Council **approved** the Minutes for [October 5, 2023](#).
3. Report from the Executive Committee: none
4. Information from Academic Affairs:
Cindy Hill reported that a new committee is being formed to help ISU become a more transfer-friendly university for incoming students.
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - i) Council **accepted** GERC Minutes for [September 26, 2023](#)
 - ii) Council **accepted** [Objective 1 Review Committee Report Spring 2023](#) – for UCC’s acceptance, with the note that GERC will revisit the assessment process in a future meeting.
 - b. BAS Committee update: a new member will be joining the committee soon
 - c. Catalog Format Review Subcommittee update: none
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils:
Faculty Senators discussed an issue that arose from GERC’s minutes, and the matter has been resolved.
8. Other related information or questions:
 - a. **Motion:** to create a new standing subcommittee of UCC to oversee interdisciplinary degree completion programs for returning students, based on the BAS Committee’s format and process. Interim Chair will be Bob Houghton, and faculty members will be appointed from each college. College of Business will act as the host college.

Motion seconded. Vote taken. Motion **passed** with one abstention.

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – Council unanimously **approved** for recommendation the following proposals:

1. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #31](#) from COT **Business & Support Services** to update credits, grading, semester offering and course description for TGE 1158.
2. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #48](#) from COH **Homeland Security and Emergency Management** to update HSEM courses and curriculum, and require a grade of C or better.
3. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #49](#) from COH **Fire Services Administration** to change FSA 4409 from variable to fixed 3 credits, add 6 upper division credits to the AS degree program requirements.
4. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #56](#) from COSE **Mechanical and Engineering** to change ME 4440 prerequisite from ME 3325 to ME 3323.
5. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #58](#) from COH **Homeland Security and Emergency Management** to change EMS 4409 Internship course from variable 1-6 credits to fixed 3 credits.

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #2](#) from COB **Marketing & Management** to create a new 9-credit Academic Certificate in Supply Chain Management, including new courses MGT 4451 Logistics Management and MGT 4452 Procurement and Supply Management. *Requires OSBE acceptance of Letter of Notification #[2023-LON-08](#) to create the new certificate.*
2. Council unanimously **approved** for recommendation [Proposal #14](#) from COH **Radiographic Science** to update courses and curriculum, split RS 4450 into two by adding new RS 4455, delete RS 3320.
3. Council unanimously **approved** for recommendation [Proposal #27](#) from CAL **English** to update ENGL course descriptions and curriculum, create new courses ENGL 3354, 3355, 4471, 4475; delete AMST 1100, ENGL 2212 (keep ANTH 2212), ENGL 3341, ENGL 4467, ENGL/ANTH 4490, ENGL 4492; and eliminate the Minor in Folklore, *pending details are finalized with the Office of the Registrar. Changes affect Graduate Catalog. GERC's Chair approved the Gen Ed course changes and deletion of ENGL 2212 from Gen Ed program. Requires OSBE acceptance of Letter of Notification #[2023-LON-09](#) to discontinue the Folklore Minor.*
4. Council unanimously **approved** for recommendation [Proposal #28](#) from COSE **Computer Science** to update course prerequisites and curriculum, add new courses CS 3309, 3310, 3311, 3318, 4439, 4441, and 4476; to delete CS 2263 and 3316; and to create a new BS in Software Engineering, *pending the special course fees are in alignment with the course fee requirements. Changes affect Graduate Catalog. Requires SBOE approval of State Proposal #[2023-06](#).*

5. Council unanimously **approved** for recommendation [Proposal #42](#) from COT **Technical** Department to streamline the ATC in Robotics and Communications Systems Engineering Technology from 93 credits down to 55 credits in response to the recent mandate from SBOE that an Advanced Technical Certificate cannot require more than 59 credits, *pending impact statements from Physics. Requires Letter of Notification to OSBE and IDCTE, with Program Profile B attachment.*
6. Council **tabled** [Proposal #59](#) from CAL **Art** for minor course and curriculum updates, and to delete ART 3324 American Art, *pending faculty vote count.*

State Proposals for Endorsement:

1. Council unanimously **endorsed** [2023-LON-08: COB Supply Chain Management Academic Certificate](#) *Corresponds to [Proposal #2](#).*
2. Council unanimously **endorsed** [2023-LON-09 Request CAL Discontinue Folklore Minor](#). *Corresponds to [Proposal #27](#).*
3. Council unanimously **endorsed** [2023-06: COSE BS in Software Engineering](#). *Corresponds to [Proposal #28](#).*

Other Business: none this week

E. NEW BUSINESS: *[becomes Unfinished Business next week for consideration/vote]*

Curriculum, Course, and Program Change Proposals:

Council moved to accept and immediately **table** until the next meeting the following proposals:.

1. [Proposal #13](#) from CAL **History** to create a new 12-credit interdisciplinary undergraduate certificate in Environmental Studies, and to change semester offerings for HIST 4430 and HIST 4432 from “D” to every other year. *Requires OSBE acceptance of Letter of Notification #[2023-LON-11](#) to create the new certificate.*
2. [Proposal #25](#) from COE **Teaching & Educational Studies** to update the 20-credit and 30-credit History Endorsements to align with Praxis II testing requirements to help graduates obtain certification.
3. [Proposal #33](#) from COT **Business & Support Services** to update courses and curriculum in the Law Enforcement program..
4. [Proposal #55](#) from COH **Dental Hygiene** for minor course title and descriptions changes to DENT 4422 and DENT 3319.
5. [Proposal #61](#) from COP **Pharmacy** to change the grading options for PHAR 9981 from letter grades to satisfactory/unsatisfactory.
6. [Proposal #65](#) from CAL **History** to change the course titles and descriptions for HIST 4416 and HIST 4491.
7. [Proposal #68](#) from CAL **English & Philosophy** for minor course and curricular changes in the Professional Writing program, and to create a new 12-credit certificate in Technical Communication. *Requires OSBE acceptance of Letter of Notification #[2023-LON-12](#) to create the new certificate.*

State Proposals for Endorsement:

1. [2023-LON-11 Request: CAL Environmental Studies Undergrad Certificate \(under 30 credits\)](#)
Corresponds to [Proposal #13](#)
2. [2023-LON-12 Request: CAL Technical Communication Certificate \(12 credits\)](#) *Corresponds to [Proposal #68](#)*

Other Business: none this week

F “PARKING LOT” – proposals and other items awaiting resolution:

Curriculum, Course, and Program Change Proposals:

1. [Proposal #5](#) from COT and COB for the new BAS in Information Technology and its corresponding State Proposal [#2023-07](#) are not ready for consideration yet.
2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification [#2023-LON-02](#)*
3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses, create new MA 2201 and MA 2209, delete MA 1104, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal [#2023-08](#)*
4. [Proposal #23](#) from COH **Dental Hygiene** for the BS degree completion and accelerated AS to MS is postponed until Fall. There were a few concerns that need to be worked out.

State Proposals for Endorsement:

1. [2023-07 BAS - Information Technology Systems](#) *Corresponds to [Proposal #5](#)*
2. [2023-LON-02 Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [Proposal #6](#)*
3. [2023-08 COT ITC in Medical Assisting](#) *Corresponds to [Proposal #9](#)*
4. [2023-09 COH Dental Hygiene Bachelor's Degree Completion with Online Program Fee](#) *Corresponds to [Proposal #23](#)*
5. [2023-10 COH Dental Hygiene accelerated Associate to MS bridge program with Online Program Fee](#) *Corresponds to [Proposal #23](#)*

G. FUTURE BUSINESS:

1. **Interdisciplinary programs**– this has been taken care of by the motion above to create the interdisciplinary subcommittee.
How to deal with faculty oversight of curriculum in interdisciplinary programs;

H. ADJOURNMENT: 3:42 p.m.

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED:

- A. [Objective 1 Review Committee Report Spring 2023](#) with the note that GERC will revisit the assessment process in a future meeting.
- B. [2023-LON-08: COB Supply Chain Management Academic Certificate](#) Corresponds to [Proposal #2](#).
- C. [2023-LON-09 Request CAL Discontinue Folklore Minor](#). Corresponds to [Proposal #27](#).
- D. [2023-06: COSE BS in Software Engineering](#). Corresponds to [Proposal #28](#)

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

- 1. [Proposal #2](#) from COB **Marketing & Management** to create a new 9-credit Academic Certificate in Supply Chain Management, including new courses MGT 4451 Logistics Management and MGT 4452 Procurement and Supply Management. *Requires OSBE acceptance of Letter of Notification #[2023-LON-08](#) to create the new certificate.*
- 2. [Proposal #14](#) from COH **Radiographic Science** to update courses and curriculum, split RS 4450 into two by adding new RS 4455, delete RS 3320.
- 3. [Proposal #27](#) from CAL **English** to update ENGL course descriptions and curriculum, create new courses ENGL 3354, 3355, 4471, 4475; delete AMST 1100, ENGL 2212 (keep ANTH 2212), ENGL 3341, ENGL 4467, ENGL/ANTH 4490, ENGL 4492; and eliminate the Minor in Folklore *pending details are finalized with the Office of the Registrar. Changes affect Graduate Catalog. Contingent upon GERC approval of Gen Ed course changes and deletion of ENGL 2212 from Gen Ed program. Requires OSBE acceptance of Letter of Notification #[2023-LON-09](#) to discontinue the Folklore Minor.*
- 4. [Proposal #28](#) from COSE **Computer Science** to update course prerequisites and curriculum, add new courses CS 3309, 3310, 3311, 3318, 4439, 4441, and 4476; to delete CS 2263 and 3316; and to create a new BS in Software Engineering, *pending the special course fees are in alignment with the course fee requirements. Changes affect Graduate Catalog. Requires SBOE approval of State Proposal #[2023-06](#).*
- 5. [Proposal #31](#) from COT **Business & Support Services** to update credits, grading, semester offering and course description for TGE 1158.
- 6. [Proposal #42](#) from COT **Technical** Department to streamline the ATC in Robotics and Communications Systems Engineering Technology from 93 credits down to 55 credits in response to the recent mandate from SBOE that an Advanced Technical Certificate cannot require more than 59 credits, *pending impact statement from Physics.. Requires Letter of Notification to OSBE and IDCTE, with Program Profile B attachment.*
- 7. [Proposal #48](#) from COH **Homeland Security and Emergency Management** to update HSEM courses and curriculum, and require a grade of C or better.

8. [Proposal #49](#) from COH **Fire Services Administration** to change FSA 4409 from variable to fixed 3 credits, add 6 upper division credits to the AS degree program requirements.
9. [Proposal #56](#) from COSE **Mechanical and Engineering** to change ME 4440 prerequisite from ME 3325 to ME 3323.
10. [Proposal #58](#) from COH **Homeland Security and Emergency Management** to change EMS 4409 Internship course from variable 1-6 credits to fixed 3 credits.

Undergraduate Curriculum Council (UCC)
November 2, 2023 – 3:00-5:00 p.m. via Zoom:
Volume XXXIV, Meeting 12 (25-12)

MINUTES – *Approved by Curriculum Council on November 9, 2023; Accepted by Faculty Senate on November 27, 2023; Accepted by Academic Affairs on November 14, 2024*

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra; Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Ella Bunde
Ex-Officio: Sarah Mead, Tiffany Mitchell, Buck Benson, Cindy Hill
Admin. Asst.: Catherine Read
Excused: Bob Houghton, Erin Berry; Ivory Fort
Guests: none

1. Announcements: none
2. Council **approved** the Minutes for [October 26, 2023](#) for approval.
3. Report from the Executive Committee: did not meet in person; agreed by email to move easy proposals to today's Consent Calendar.
4. Information from Academic Affairs:
The Office of Assessment intends to share their section within the mid-cycle accreditation report with GERC and UCC. This at their Nov. 14 meeting and with UCC during the week of November after Thanksgiving Break.
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update – next meeting is Nov. 14
 - b. BAS Committee update: none
 - c. Catalog Format Review Subcommittee update: none
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils:
8. Other related information or questions:

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR –

Council voted unanimously to **approve** for recommendation the items in the Consent Calendar.

1. Council **approved** as part of the Consent Calendar [Proposal #62](#) from COT **Health Occupations** to update Respiratory Therapy program admission requirements, and update pre-reqs and semester offerings for RESP courses.

2. Council **approved** as part of the Consent Calendar [Proposal #63](#) from COT **Health Occupations** to update admission requirements to the BS Health Services (BSHS) Health Occupations concentration.

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #17](#) from COT **Business & Support Services** for minor curriculum changes to Accounting Technology, Administrative Management Technology, Small Business Technology, and Hospitality Management programs.
2. Council **tabled** [Proposal #20](#) from CAL **Communication, Media, & Persuasion** for minor course and curriculum updates; to create five new 9-credit Certificates in Conflict Management, Advocacy, Sports Media, Social Media, and Digital Graphic Design; and to discontinue the Minor in Advocacy and Minor in Social Media. *Contingent upon Graduate Council's approval of changes to Accelerated Programs. Contingent upon OSBE acceptance of Letter of Notifications #[2023-LON-13](#), [13a](#), [13b](#), [13c](#), [13d](#), [13e](#), & [13f](#) to create the new certificates and to discontinue the minors.* Tabled to allow time to look into double-dipping question that Academic Standards Council has been discussing.
3. Council **tabled** [Proposal #22](#) from COT **Technical** department to update course description for GEMT 3313, reduce and streamline degree requirements in the Land Surveying certificate and BS in Surveying and Geomatics Engineering Technology program to better accommodate students with Associate degrees or from other states with different licensing requirements. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the programs.* Tabled to determine if recent accreditation recommendations need to be considered before moving forward with these changes.
4. Council unanimously **approved** for recommendation [Proposal #40](#) from COT **Trade & Industrial** department to reduce selected AUTM, ACRR, and WELD course credits, streamline ATCs in Automotive Technology, Automotive Repair & Refinishing, CNC Operator, Machining Technology, and Welder-Fitter in accordance with recent SBOE mandate. Also eliminate the ATC and AAS in On-Site Power Generation Technology and create a new 16-credit Specialized Certificate in On-Site Power Generation. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the ATCs, and approval of State Proposal #[2023-11](#) for the new Specialized Certificate.*
5. Council unanimously **approved** for recommendation [Proposal #57](#) from CAL **Music** to create new course MUSA 3390 Applied Conducting and add MGT 1101 as an alternative Business elective to Commercial Music curriculum.

State Proposals for Endorsement:

Correspond to [Proposal #20](#): Council **tabled** these 7 until Proposal is considered next time.

1. [2023-LON-13 Request: Conflict Mgmt certificate \(interdisciplinary\)](#)
2. [2023-LON-13a Request: Digital Graphic Design certificate](#)
3. [2023-LON-13b Request: Sports Media Certificate](#)
4. [2023-LON-13c Request: Advocacy certificate](#)
5. [2023-LON-13d Request: discontinue Advocacy minor](#)
6. [2023-LON-13e Request: Social Media certificate](#)
7. [2023-LON-13f Request: discontinue Social Media minor](#)
8. Council **endorsed** [2023-11 COT Specialized Certificate On-Site Power Generation Technology \(16 credits\)](#). *Corresponds to [Proposal #40](#)*

Other Business:

1. Discussion: standardize catalog in regards to experimental courses; every subject code needs a lower division and upper division experimental course. Should it be a 1000 and 4000 level, or a 2000 and 3000 level pairing?

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

Discussion of the purpose of the experimental courses and the merits of having a xx99 experimental course at all levels versus one lower division and one upper division per prefix. Also the need for grading flexibility between Letter grades versus S/U, or both. The Registrar's Office is seeking guidance on standardizing across the catalog.

ACTION: send this to the catalog format subcommittee for further investigation, discussion, and recommendation back to UCC.

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

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

State Proposals for Endorsement: none this week

- F. **NEW BUSINESS:** *[becomes Unfinished Business next week for consideration/vote]*

Curriculum, Course, and Program Change Proposals:

1. [Proposal #8](#) from COE **Teaching & Educational Studies** to renumber SPED 3350 to 4450, clarify Post-Bacc Certificate in Teacher Education in response to VA request, and clarify 30-credit Natural Science Endorsement.
2. [Proposal #11](#) from CAL **Global Studies & Languages** for minor course and curriculum updates, create new SPAN 2221 as an Objective 9 Gen Ed course. *Contingent upon GERC's approval of the new course for the Gen Ed program.*
3. [Proposal #50](#) from CAL **Theatre & Dance** to create a new 9-credit Simulated Participant Actor Certificate, update THEA & DANC course titles, create new courses THEA 2275, THEA 3313, renumber THEA 2211 to 3310, and delete Dance courses DANC 1111, 1112, 1160, 1161, 1175, and 3360. *Contingent upon OSBE acceptance of Letter of Notification #2023-LON-14 to create the new certificate.*
4. [Proposal #60](#) from COSE **Civil & Environmental Engineering and Mechanical and Measurement & Control Engineering** to create new elective courses CE 1140 as Objective 5 and new CE/ME 1150 as Objective 9 Gen Ed courses. *Contingent upon GERC's approval of the new courses for the Gen Ed program.*
5. [Proposal #64](#) from COE **Organizational Learning and Performance** to update credits for B.S. in Workplace Training and Leadership, to create new courses OLP 4432 and OLP 4433, and to delete OLP 4465. *Changes affect Graduate Catalog.*

State Proposals for Endorsement:

1. [2023-LON-14 Request: CAL Theatre: Simulated Participant Actor 9-credit Certificate](#) *Corresponds to UCC [Proposal #50](#).*

Other Business: none this week

G. FUTURE BUSINESS: none this week

H. ADJOURNMENT: 3:40 p.m.

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED:

- A.** [2023-11 COT Specialized Certificate On-Site Power Generation Technology \(16 credits\)](#).
Corresponds to [Proposal #40](#)

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #17](#) from COT **Business & Support Services** for minor curriculum changes to Accounting Technology, Administrative Management Technology, Small Business Technology, and Hospitality Management programs.
2. [Proposal #40](#) from COT **Trade & Industrial** department to reduce selected AUTM, ACRR, and WELD course credits, streamline ATCs in Automotive Technology, Automotive Repair & Refinishing, CNC Operator, Machining Technology, and Welder-Fitter in accordance with recent SBOE mandate. Also eliminate the ATC and AAS in On-Site Power Generation Technology and create a new 16-credit Specialized Certificate in On-Site Power Generation. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the ATCs, and approval of State Proposal [#2023-11](#) for the new Specialized Certificate.*
3. [Proposal #57](#) from CAL **Music** to create new course MUSA 3390 Applied Conducting and add MGT 1101 as an alternative Business elective to Commercial Music curriculum.
4. [Proposal #62](#) from COT **Health Occupations** to update Respiratory Therapy program admission requirements, and update pre-reqs and semester offerings for RESP courses.
5. [Proposal #63](#) from COT **Health Occupations** to update admission requirements to the BS Health Services (BSHS) Health Occupations concentration.

Undergraduate Curriculum Council (UCC)

October 26, 2023 – 3:00-5:00 p.m. via Zoom:

Volume XXXIV, Meeting 11 (25-11)

MINUTES – Approved by Curriculum Council on November 2, 2023; Accepted by Faculty Senate on November 27, 2023; Accepted by Academic Affairs on November 14, 2023

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Bob Houghton, Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson, Cindy Hill
Admin. Asst.: Catherine Read
Excused: Ines Jindra; Sarah Mead
Guests: none

1. Announcements: none
2. Council unanimously **approved** the Minutes for [October 19, 2023](#) for approval.
3. Report from the Executive Committee: met on Tuesday and moved four proposals into the Consent Calendar; also determined the Parking Lot proposals are ready for consideration.
4. Information from Academic Affairs: our mid-cycle accreditation site visit is scheduled for next October; Academic Affairs is starting work on the mid-cycle report now.
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update
 - i) Council unanimously **accepted** GERC Minutes for [October 10, 2023](#) – for UCC’s acceptance
 - b. BAS Committee update: BAS will not meet until November right before our fall break.
 - c. Catalog Format Review Subcommittee update: nothing to report
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils:

Bob Houghton reported Faculty Senate discussed at length the proposed Workload policy changes with the Provost and other upper administrators in attendance. The main concern was how to account for research in a 3-3 workload expectation. Several faculty members also attended and participated in the debate. This issue will be discussed further at the next Faculty Senate meeting.
8. Other related information or questions:

Discussion: standardize catalog in regards to experimental courses; every subject code needs a lower division and upper division experimental course. Should it be a 1000 and 4000 level, or a 2000 and 3000 level pairing?

The rationale behind this suggested change is to reduce redundancy and just have one lower division and one upper division experimental course in each course prefix. This will be discussed further in a later UCC meeting to decide whether to implement such a change.

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR –

Council voted unanimously to **approve** for recommendation the following proposals:

1. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #33](#) from COT **Business & Support Services** to add LAWE 1100 and LAWE 1199, update courses and curriculum in the Law Enforcement program.
2. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #59](#) from CAL **Art** for minor course and curriculum updates, and to delete ART 3324 American Art. Was tabled last time pending faculty vote count, which was subsequently provided.
3. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #61](#) from COP **Pharmacy** to change the grading options for PHAR 9981 from letter grades to satisfactory/unsatisfactory in accordance with a new evaluation tool to meet national standards.
4. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #65](#) from CAL **History** to change the course titles and descriptions for HIST 4416 and HIST 4491. *Changes affect Graduate Catalog.*

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #13](#) from CAL **History** to create a new 12-credit interdisciplinary undergraduate certificate in Environmental Studies, and to change semester offerings for HIST 4430 and HIST 4432 from “D” to every other year. *Requires OSBE acceptance of Letter of Notification #2023-LON-11 to create the new certificate.*
2. Council unanimously **approved** for recommendation [Proposal #25](#) from COE **Teaching & Educational Studies** to update the 20-credit and 30-credit History Endorsements to align with Praxis II testing requirements to help graduates obtain certification.
3. Council unanimously **approved** for recommendation [Proposal #55](#) from COH **Dental Hygiene** for minor course title and descriptions changes to DENT 4422 and DENT 3319.
4. Council unanimously **approved** for recommendation [Proposal #68](#) from CAL **English & Philosophy** for minor course and curricular changes in the Professional Writing program, and to create a new 12-credit certificate in Technical Communication. *Requires OSBE acceptance of Letter of Notification #2023-LON-12 to create the new certificate.*

State Proposals for Endorsement:

1. Council **endorsed** [2023-LON-11 Request: CAL Environmental Studies Undergrad Certificate \(under 30 credits\)](#) *Corresponds to [Proposal #13](#)*
2. Council **endorsed** [2023-LON-12 Request: CAL Technical Communication Certificate \(12 credits\)](#) *Corresponds to [Proposal #68](#)*

Other Business: none this week

- E. “PARKING LOT” – proposals and other items awaiting resolution:** Council voted to **untable** the following for consideration.

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #5](#) from COT and COB for a new BAS in Information Technology pending COB department chair and COB UCC representative signatures. *Contingent upon ISU and SBOE approval of State Proposal #2023-07.*
2. Council unanimously **approved** for recommendation [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification #2023-LON-02*
3. Council unanimously **approved** for recommendation [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses and curriculum, create new MA 2201, MA 2209 and MA 2210, delete MA 1104, MA 2204, MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal #2023-08*
4. Council unanimously **approved** for recommendation [Proposal #23](#) from COH **Dental Hygiene** for a BS degree completion program and accelerated AS to MS pathway. *Graduate Council has approved the accelerated AS to MS pathway. Contingent upon ISU and SBOE approval of State Proposals #2023-09 and 2023-10.*

State Proposals for Endorsement:

1. Council **endorsed** [2023-07 COT/COB BAS Information Technology Systems](#) *Corresponds to [Proposal #5](#)*
2. Council **endorsed** [2023-LON-02 Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) *Corresponds to [Proposal #6](#)*
3. Council **endorsed** [2023-08 COT ITC in Medical Assisting](#) *Corresponds to [Proposal #9](#)*
4. Council **endorsed** [2023-09 COH Dental Hygiene Bachelor's Degree Completion](#) *Corresponds to [Proposal #23](#)*
5. Council **endorsed** [2023-10 COH Dental Hygiene accelerated Associate to MS bridge program](#) *Corresponds to [Proposal #23](#)*

F. NEW BUSINESS:

Curriculum, Course, and Program Change Proposals:

Council moved to accept and immediately **table** until the next meeting the following proposals:

1. [Proposal #17](#) from COT **Business & Support Services** for minor curriculum changes to Accounting Technology, Administrative Management Technology, Small Business Technology, and Hospitality Management programs.

2. [Proposal #20](#) from CAL **Communication, Media, & Persuasion** for minor course and curriculum updates; to create five new 9-credit Certificates in Conflict Management, Advocacy, Sports Media, Social Media, and Digital Graphic Design; and to discontinue the Minor in Advocacy and Minor in Social Media. *Contingent upon Graduate Council's approval of changes to Accelerated Programs. Contingent upon OSBE acceptance of Letter of Notifications #2023-LON-13, 13a, 13b, 13c, 13d, 13e, & 13f to create the new certificates and to discontinue the minors.*
3. [Proposal #22](#) from COT **Technical** department to update course description for GEMT 3313, reduce and streamline degree requirements in the Land Surveying certificate and BS in Surveying and Geomatics Engineering Technology program to better accommodate students with Associate degrees or from other states with different licensing requirements. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the programs.*
4. [Proposal #40](#) from COT **Trade & Industrial** department to reduce selected AUTM, ACRR, and WELD course credits, streamline ATCs in Automotive Technology, Automotive Repair & Refinishing, CNC Operator, Machining Technology, and Welder-Fitter in accordance with recent SBOE mandate. Also eliminate the ATC and AAS in On-Site Power Generation Technology and create a new 16-credit Specialized Certificate in On-Site Power Generation. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the ATCs, and approval of State Proposal #2023-05 for the new Specialized Certificate.*
5. [Proposal #57](#) from CAL **Music** to create new course MUSA 3390 Applied Conducting and add MGT 1101 as an alternative Business elective to Commercial Music curriculum.
6. [Proposal #62](#) from COT **Health Occupations** to update Respiratory Therapy program admission requirements, and update pre-reqs and semester offerings for RESP courses.
7. [Proposal #63](#) from COT **Health Occupations** to update admission requirements to the BS Health Services (BSHS) Health Occupations concentration.

State Proposals for Endorsement:

Correspond to [Proposal #20](#):

1. [2023-LON-13 Request: Conflict Mgmt certificate \(interdisciplinary\)](#)
2. [2023-LON-13a Request: Digital Graphic Design Certificate](#)
3. [2023-LON-13b Request: Sports Media Certificate](#)
4. [2023-LON-13c Request: Advocacy Certificate](#)
5. [2023-LON-13d Request: discontinue Minor in Advocacy](#)
6. [2023-LON-13e Request: Social Media Certificate](#)
7. [2023-LON-13f Request: discontinue Minor in Social Media](#)
8. [2023-05 COT Specialized Certificate On-Site Power Generation Technology \(16 credits\).](#)
Corresponds to [Proposal #40](#)

Other Business: none this week

G. FUTURE BUSINESS: none this week

H. ADJOURNMENT: 3:52 p.m.

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED:

- A. [2023-LON-11 Request: CAL Environmental Studies Undergrad Certificate \(under 30 credits\)](#) Corresponds to [Proposal #13](#)
- B. [2023-LON-12 Request: CAL Technical Communication Certificate \(12 credits\)](#) Corresponds to [Proposal #68](#)
- C. [2023-07 COT/COB BAS Information Technology Systems](#) Corresponds to [Proposal #5](#)
- D. [2023-LON-02 Request: CAL Cultural Resources Mgmt Undergrad Certificate](#) Corresponds to [Proposal #6](#)
- E. [2023-08 COT ITC in Medical Assisting](#) Corresponds to [Proposal #9](#)
- F. [2023-09 COH Dental Hygiene Bachelor's Degree Completion with ~~Online Program~~ Professional Fee.](#) Corresponds to [Proposal #23](#)
- G. [2023-10 COH Dental Hygiene accelerated Associate to MS bridge program with ~~Online Program~~ Professional Fee.](#) Corresponds to [Proposal #23](#)

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

- 1. [Proposal #5](#) from COT and COB for a new BAS in Information Technology *Contingent upon ISU and SBOE approval of State Proposal #[2023-07](#).*
- 2. [Proposal #6](#) from CAL **Anthropology** for a new Academic Certificate in Cultural Resources Management. *Contingent upon ISU and SBOE approval of State Letter of Notification #[2023-LON-02](#)*
- 3. [Proposal #9](#) from COT **Health Occupations** for a new Intermediate Technical Certificate (ITC) in Medical Assisting, update existing MA courses and curriculum, create new MA 2201, MA 2209 and MA 2210, delete MA 1104, MA 2204. MA 2204S, MA 2206, MA 2206S, and MA 2207. *Contingent upon ISU, IDCTE, and SBOE approval of State Proposal #[2023-08](#)*
- 4. [Proposal #13](#) from CAL **History** to create a new 12-credit interdisciplinary undergraduate certificate in Environmental Studies, and to change semester offerings for HIST 4430 and HIST 4432 from “D” to every other year. *Requires OSBE acceptance of Letter of Notification #[2023-LON-11](#) to create the new certificate.*

5. [Proposal #23](#) from COH **Dental Hygiene** for a BS degree completion program and accelerated AS to MS pathway. *Graduate Council has approved the accelerated AS to MS pathway. Contingent upon ISU and SBOE approval of State Proposals #[2023-09](#) and [2023-10](#).*
6. [Proposal #25](#) from COE **Teaching & Educational Studies** to update the 20-credit and 30-credit History Endorsements to align with Praxis II testing requirements to help graduates obtain certification.
7. [Proposal #33](#) from COT **Business & Support Services** to add LAWE 1100 and LAWE 1199, update courses and curriculum in the Law Enforcement program.
8. [Proposal #55](#) from COH **Dental Hygiene** for minor course title and descriptions changes to DENT 4422 and DENT 3319.
9. [Proposal #59](#) from CAL **Art** for minor course and curriculum updates, and to delete ART 3324 American Art. Was tabled last time pending faculty vote count, which was subsequently provided.
10. [Proposal #61](#) from COP **Pharmacy** to change the grading options for PHAR 9981 from letter grades to satisfactory/unsatisfactory in accordance with a new evaluation tool to meet national standards.
11. [Proposal #65](#) from CAL **History** to change the course titles and descriptions for HIST 4416 and HIST 4491. *Changes affect Graduate Catalog.*
12. [Proposal #68](#) from CAL **English & Philosophy** for minor course and curricular changes in the Professional Writing program, and to create a new 12-credit certificate in Technical Communication. *Requires OSBE acceptance of Letter of Notification #[2023-LON-12](#) to create the new certificate.*

**Undergraduate Curriculum Council (UCC)
November 9, 2023 – 3:00-5:00 p.m. via Zoom:**

Volume XXXIV, Meeting 13 (25-13)

MINUTES – approved by Curriculum Council on November 16, 2023; Accepted by Faculty Senate on November 27, 2023; Accepted by Academic Affairs on December 5, 2023

A. PRELIMINARIES

Attendance:

Members: Jessica Winston, Ines Jindra, Bob Houghton, Ajit Bhattacharai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson
Admin. Asst.: Catherine Read
Excused: Erin Berry; Cindy Hill, Sarah Mead
Guests: none

1. Announcements: A few announcements were made about events tonight and next week.
2. Council **approved** Minutes for [November 2, 2023](#) for approval.
3. Report from the Executive Committee: did not meet this week. Next week is the last meeting for this catalog cycle.
4. Information from Academic Affairs: none
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update – next meeting is Nov. 14
 - b. BAS Committee update: meets next week
 - c. Catalog Format Review Subcommittee update: will meet again in the spring
6. Information from the Chair: UCC may meet once more after Thanksgiving Break
7. Information from the Faculty Senate and other Councils:

Faculty Senate endorsed ASISU's Resolution to change Closed Week policy back to what it used to be in 2019. There was a long discussion about the updated Faculty Workload policy which is out for 30-day review now. Faculty Senate will vote on it after Thanksgiving Break.
8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #8 as amended](#) from COE **Teaching & Educational Studies** to renumber SPED 3350 to 4450, clarify Post-Bacc Certificate in Teacher Education in response to VA request, and clarify 30-credit Natural Science Endorsement.

2. **Tabled** [Proposal #11](#) from CAL **Global Studies & Languages** for minor course and curriculum updates, create new SPAN 2221 as an Objective 9 Gen Ed course. *Contingent upon GERC's approval of the new course for the Gen Ed program.* **Tabled** pending resolution of credit questions.
3. Council **untabled** and unanimously **approved** for recommendation [Proposal #20](#) from CAL **Communication, Media, & Persuasion** for minor course and curriculum updates; to create five new 9-credit Certificates in Conflict Management, Advocacy, Sports Media, Social Media, and Digital Graphic Design; and to discontinue the Minor in Advocacy and Minor in Social Media. *Contingent upon Graduate Council's approval of changes to Accelerated Programs. Contingent upon OSBE acceptance of Letter of Notifications #2023-LON-13, 13a, 13b, 13c, 13d, 13e, & 13f to create the new certificates and to discontinue the minors.* Was tabled last time to allow time to look into double-dipping question that Academic Standards Council has been discussing.
4. Council unanimously **approved** for recommendation [Proposal #22](#) from COT **Technical** department to update course description for GEMT 3313, reduce and streamline degree requirements in the Land Surveying certificate and BS in Surveying and Geomatics Engineering Technology program to better accommodate students with Associate degrees or from other states with different licensing requirements. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the programs.* Was tabled last time to determine if recent accreditation recommendations need to be considered before moving forward with these changes.
5. Council unanimously **approved** for recommendation [Proposal #50](#) from CAL **Theatre & Dance** to create a new 9-credit Simulated Participant Actor Certificate, update THEA & DANC course titles, create new courses THEA 2275, THEA 3313, renumber THEA 2211 to 3310, and delete Dance courses DANC 1111, 1112, 1160, 1161, 1175, and 3360. *Contingent upon OSBE acceptance of Letter of Notification #2023-LON-14 to create the new certificate.*
6. Council **approved** for recommendation with one abstention and **pending GERC's decision** [Proposal #60](#) from COSE **Civil & Environmental Engineering and Mechanical and Measurement & Control Engineering** to create new elective courses CE 1140 as Objective 5 and new CE/ME 1150 as Objective 9 Gen Ed courses. *GERC subsequently approved the new courses for the Gen Ed program.*
7. Council unanimously **approved** for recommendation [Proposal #64](#) from COE **Organizational Learning and Performance** to update credits for B.S. in Workplace Training and Leadership, to create new courses OLP 4432 and OLP 4433, and to delete OLP 4465. *Changes affect Graduate Catalog.*

State Proposals for Endorsement:

Council unanimously **endorsed** the LON Requests **corresponding to [Proposal #20](#)**:

1. [2023-LON-13 Request: Conflict Mgmt certificate \(interdisciplinary\)](#)
2. [2023-LON-13a Request: Digital Graphic Design certificate](#)
3. [2023-LON-13b Request: Sports Media Certificate](#)
4. [2023-LON-13c Request: Advocacy certificate](#)
5. [2023-LON-13d Request: discontinue Advocacy mino](#)
6. [2023-LON-13e Request: Social Media certificate](#)

7. [2023-LON-13f Request: discontinue Social Media minor](#)
8. Council unanimously **endorsed** [2023-LON-14 Request: CAL Theatre: Simulated Participant Actor 9-credit Certificate](#) *Corresponds to UCC [Proposal #50](#).*

Other Business: none this week

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

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

State Proposals for Endorsement: none this week

F. NEW BUSINESS: *[becomes Unfinished Business next week for consideration/vote]*

Curriculum, Course, and Program Change Proposals:

1. [Proposal #3](#) from COB Health Care Administration to change HCA 1115 course title and description from US Health Systems to Global Health Systems, and to add it to the General Education program as an Objective 9 course. *Requires approval by GERC as a new Objective 9 Gen Ed course.*
2. [Proposal #21A](#) from COT **Health Occupations** to change PNUR courses in the Practical Nursing program from fixed to variable credits with repeatability in order to accommodate students who may qualify for prior learning credit based on previous military or medical experience. New changes to this version “A” are marked in **green** text.
3. [Proposal #34](#) from COH **Nursing** to update courses and curriculum to bring the program into compliance with the 2021 AACN Essentials of Nursing Education. *Department is meeting Thursday Nov. 9 to work out how to address Chemistry’s concerns.*
4. [Proposal #35](#) from COSE **Math & Statistics** to create new MATH 1116 course, change MATH course prerequisites and semester offerings, and update curriculum.
5. [Proposal #36 as amended](#) from COE Human Performance & Sport Studies to update HPSS courses and curriculum. *May require Graduate Council approval of the Accelerated BS to MS program in Sport and Exercise program.*
6. [Proposal #43A](#) from COT **Technical** department to swap new CET 2215 for GEMT 2231 in the AAS Civil Engr Technology degree plan, with a minimum grade C, and to adjust required credit totals. These are minor changes that were missed in the original proposal. New changes to this version “A” proposal are marked in **orange** text.
7. [Proposal #45](#) from COH **Communication Sciences & Disorders** to delete the American Sign Language separate lab courses CSD 1151L, 1152L, 2251L, and 2252L and combine the lab component into the coursework for CSD 1151, 1152, 2251 and 2252, adjusting the credits from 3 to 4 credits for each course. *GERC has no concerns with deleting the lab courses from Objectives 4 and 9 in the General Education program.*
8. [Proposal #51](#) from COB **Marketing** to add new courses MKTG 4405, MKTG 4406, and MKTG 4407, and to create a new 9-credit Academic Certificate in Sales to replace the discontinued Minor in Marketing. *Requires OSBE acceptance of Letter of Notification #[2023-LON-15](#) for the new certificate.*

9. [Proposal #52](#) from COSE **Biological Sciences** for course and curriculum changes and to create new Accelerated BS to MS programs in Microbiology and in Biology. Contingent upon Graduate Council's approval of the accelerated programs.
10. [Proposal #54](#) from COB **Finance & Economics** to update prerequisites for FIN 4431, and modify degree plan requirements for BS in Economics to comply with the industry standards for a STEM classified Economics degree.
11. [Proposal #56A](#) from COSE **Mechanical & Measurement Control Engineering** to update the prerequisites for ME 4406, a change necessitated by the renumbering of all EE courses into the new ECE course prefix.
12. [Proposal #66](#) from **College of Business** to make minor corrections to courses ACCT 2202, MGT 2217, MGT 3312, MGT 4460, and FIN 4485 in accordance with findings by a college committee that reviewed all course COB offerings this past summer.
13. [Proposal #67](#) from **College of Business** and **Academic Affairs** to create a new BA/BS in Interdisciplinary Studies modeled after COT's BAS program as a pathway for students to earn an academic Bachelor's degree using courses from across the university. *Requires SBOE approval of State Proposal #2023-xx for the new degree.*
14. [Proposal #71](#) from COSE **Electrical & Computer Engineering** to renumber ECE 4415 to ECE 4419 (create new ECE 4419 and delete ECE 4415) to match the Graduate catalog, and to update the BS in Electrical Engineering curriculum with the new number.

State Proposals for Endorsement:

1. [2023-LON-15 Request: COB Sales Academic Certificate](#)

Other Business: none this week

G. FUTURE BUSINESS:

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

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

H. ADJOURNMENT: 3:25 p.m.

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED:

- A. Correspond to [Proposal #20](#):**
- [2023-LON-13 Request: Conflict Mgmt certificate \(interdisciplinary\)](#)
 - [2023-LON-13a Request: Digital Graphic Design certificate](#)
 - [2023-LON-13b Request: Sports Media Certificate](#)
 - [2023-LON-13c Request: Advocacy certificate](#)
 - [2023-LON-13d Request: discontinue Advocacy minor](#)
 - [2023-LON-13e Request: Social Media certificate](#)
 - [2023-LON-13f Request: discontinue Social Media minor](#)
- B. [2023-LON-14 Request: CAL Theatre: Simulated Participant Actor 9-credit Certificate](#)
*Corresponds to UCC [Proposal #50](#).***

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

- 1. [Proposal #8](#) from COE **Teaching & Educational Studies** to renumber SPED 3350 to 4450, clarify Post-Bacc Certificate in Teacher Education in response to VA request, and clarify 30-credit Natural Science Endorsement.**
- 2. [Proposal #20](#) from CAL **Communication, Media, & Persuasion** for minor course and curriculum updates; to create five new 9-credit Certificates in Conflict Management, Advocacy, Sports Media, Social Media, and Digital Graphic Design; and to discontinue the Minor in Advocacy and Minor in Social Media. *Contingent upon Graduate Council's approval of changes to Accelerated Programs. Contingent upon OSBE acceptance of Letter of Notifications #[2023-LON-13](#), [13a](#), [13b](#), [13c](#), [13d](#), [13e](#), & [13f](#) to create the new certificates and to discontinue the minors.* Was tabled last time to allow time to look into double-dipping question that Academic Standards Council has been discussing.**
- 3. [Proposal #22](#) from COT **Technical** department to update course description for GEMT 3313, reduce and streamline degree requirements in the Land Surveying certificate and BS in Surveying and Geomatics Engineering Technology program to better accommodate students with Associate degrees or from other states with different licensing requirements. *Requires IDCTE and OSBE acceptance of Letter of Notification and updated Program Profiles to be prepared later to streamline the programs.* Was tabled last time to determine if recent accreditation recommendations need to be considered before moving forward with these changes.**
- 4. [Proposal #50](#) from CAL **Theatre & Dance** to create a new 9-credit Simulated Participant Actor Certificate, update THEA & DANC course titles, create new courses THEA 2275, THEA 3313, renumber THEA 2211 to 3310, and delete Dance courses DANC 1111, 1112, 1160, 1161, 1175, and 3360. *Contingent upon OSBE acceptance of Letter of Notification #[2023-LON-14](#) to create the new certificate.***

5. [Proposal #60](#) from COSE **Civil & Environmental Engineering** and **Mechanical and Measurement & Control Engineering** to create new elective courses CE 1140 as Objective 5 and new CE/ME 1150 as Objective 9 Gen Ed courses. *Contingent upon GERC's approval of the new courses for the Gen Ed program.*
6. [Proposal #64](#) from COE **Organizational Learning and Performance** to update credits for B.S. in Workplace Training and Leadership, to create new courses OLP 4432 and OLP 4433, and to delete OLP 4465. *Changes affect Graduate Catalog.*

Undergraduate Curriculum Council (UCC)

November 16, 2023 – 3:00-5:00 p.m. via Zoom:

Volume XXXIV, Meeting 14 (25-14)

MINUTES – Approved by Curriculum Council on November 17, 2023 via email vote; Accepted by Faculty Senate on November 27, 2023; Accepted by Academic Affairs on December 5, 2023

A. PRELIMINARIES

Attendance:

Members: Ines Jindra, Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson, Cindy Hill
Admin. Asst.: Catherine Read
Excused: Jessica Winston, Bob Houghton; Sarah Mead
Guests: none

1. Announcements: none
2. Council **approved** the Minutes for [November 9, 2023](#).
3. Report from the Executive Committee: met this week and decided which proposals to be on today's Consent Calendar.
4. Information from Academic Affairs:
Cindy Hill reported that Nursing worked with Chemistry to resolve the concerns on their proposal. She reiterated that not all proposals need unanimous recommendations to move forward. Proposals are also reviewed by Faculty Senate and other leadership bodies (including Academic Affairs) before moving forward for implementation.
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update:
 - i. Council accepted GERC's Minutes for [October 24, 2023](#)

Ben Bolin reported he will also be serving as Library's GERC rep starting in January.
 - b. BAS Committee update: met today, minutes forthcoming. About nine new BAS degree plans were approved.
 - c. Catalog Format Review Subcommittee update: none
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils:
Bob Houghton reported (via email) that Faculty Senate wants to hear from faculty about the Faculty Workload policy, so please look over the 30 day comment period and please make comments. Make sure the comments are constructive in nature and specific to the policy language itself.
8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – Council unanimously **approved** for recommendation all Consent Calendar items:

1. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #21A](#) from COT **Health Occupations** to change PNUR courses in the Practical Nursing program from fixed to variable credits with repeatability in order to accommodate students who may qualify for prior learning credit based on previous military or medical experience. New changes to this version “A” are marked in **green** text.
2. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #43A](#) from COT **Technical** department to swap new CET 2215 for GEMT 2231 in the AAS Civil Engr Technology degree plan, with a minimum grade C, and to adjust required credit totals. These are minor changes that were missed in the original proposal. New changes to this version “A” proposal are marked in **orange** text.
3. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #56A](#) from COSE **Mechanical & Measurement Control Engineering** to update the prerequisites for ME 4406, a change necessitated by the renumbering of all EE courses into the new ECE course prefix. *Changes affect Graduate Catalog.*
4. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #66](#) from **College of Business** to make minor prerequisite corrections to courses ACCT 2202, MGT 2217, MGT 3312, MGT 4460, and FIN 4485 in accordance with findings by a college committee that reviewed all course COB offerings this past summer.
5. Council unanimously **approved** for recommendation as part of the Consent Calendar [Proposal #71](#) from COSE **Electrical & Computer Engineering** to renumber ECE 4415 to ECE 4419 (create new ECE 4419 and delete ECE 4415) to match the Graduate catalog, and to update the BS in Electrical Engineering curriculum with the new number. *Changes affect Graduate Catalog.*

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #3](#) from COB **Health Care Administration** to change HCA 1115 course title and description from US Health Systems to Global Health Systems, and to add it to the General Education program as an Objective 9 course. *GERC approved HCA 1115 as a new Objective 9 Gen Ed course.*
2. Council unanimously **approved** for recommendation [Proposal #11](#) from CAL **Global Studies & Languages** for minor course and curriculum updates, create new SPAN 2221 as an Objective 9 Gen Ed course. *GERC approved SPAN 2221 as a new Objective 9 Gen Ed course.*
3. Council unanimously **approved** for recommendation [Proposal #34](#) *as amended* from COH **Nursing** to update courses and curriculum to bring the program into compliance with the 2021 AACN Essentials of Nursing Education. *Department has addressed Chemistry’s concerns.*
4. Council unanimously **approved** for recommendation [Proposal #35](#) from COSE **Math & Statistics** to create a new MATH 1116 course, change MATH course prerequisites and semester offerings, and update curriculum.

5. Council **tabled** [Proposal #36](#) as amended from COE **Human Performance & Sport Studies** to update HPSS courses and curriculum, add new course HPSS 4491 pending response from department resolving credit issue. *May require Graduate Council approval of the Accelerated BS to MS program in Sport and Exercise program.*
6. Council unanimously **approved** for recommendation [Proposal #45](#) as amended from COH **Communication Sciences & Disorders** to delete the American Sign Language separate lab courses CSD 1151L, 1152L, 2251L, and 2252L and combine the lab component into the coursework for CSD 1151, 1152, 2251 and 2252, adjusting the credits from 3 to 4 credits for each course. *GERC has no concerns with deleting the lab courses from Objective 4 in the General Education program.*
7. Council unanimously **approved** for recommendation [Proposal #51](#) from COB **Marketing** to add new courses MKTG 4406 and MKTG 4407, and to create a new 9-credit Academic Certificate in Sales to replace the discontinued Minor in Marketing. *Requires OSBE acceptance of Letter of Notification #2023-LON-15 for the new certificate.*
8. Council unanimously **approved** for recommendation [Proposal #52](#) as amended from COSE **Biological Sciences** for course and curriculum changes and to create new Accelerated BS to MS programs in Microbiology and in Biology. *Requires Graduate Council's approval of the accelerated programs.*
9. Council unanimously **approved** for recommendation [Proposal #54](#) from COB **Finance & Economics** to update prerequisites for FIN 4431, and modify degree plan requirements for BS in Economics to comply with the industry standards for a STEM classified Economics degree, and to change the CIP Code from 45.0601 to 45.0603. *Requires OSBE acceptance of Letter of Notification #2023-LON-16 for the CIP code and degree plan changes.*
10. Council unanimously **approved** for recommendation [Proposal #67](#) from **College of Business and Academic Affairs** to create a new BA/BS in Interdisciplinary Studies modeled after COT's BAS program as a pathway for students to earn an academic Bachelor's degree using courses from across the university. *Requires SBOE approval of State Proposal #2023-11 for the new degree.*
11. Council unanimously **approved** for recommendation [Proposal #72](#) from **GERC** to update the **General Education Program** section of the catalog with all the changes approved by GERC and UCC this year for the Fall 2024 catalog.

State Proposals for Endorsement: Council unanimously endorsed all state proposals

1. [2023-LON-15 Request: COB Sales Academic Certificate](#) Corresponds to UCC [Proposal #51](#)
2. 2023-LON-16 Request: COB BS in Economics CIP Code change: from 45.0601 to 45.0603. Corresponds to UCC [Proposal #54](#)
3. 2023-11 COB/Acad Affairs new BA/BS in Interdisciplinary Studies. Corresponds to UCC [Proposal #67](#)

Other Business: none this week

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

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

State Proposals for Endorsement: none this week

F. NEW BUSINESS: *for UCC's consideration immediately, since this is the last meeting for the 2024-25 catalog.*

Curriculum, Course, and Program Change Proposals:

1. Council unanimously **approved** for recommendation [Proposal #69](#) from COH **Community and Public Health** and College of Pharmacy to create a new PharmD/Master of Public Health (MPH) dual degree program. *Requires Graduate Council's approval of the dual degree. Contingent upon SBOE approval of State Proposal #2023-12 for the dual degree program.*
2. Council unanimously **approved** for recommendation [Proposal 73](#) from COSE **Physics** to change course description and add prerequisites to PHYS 2212, and add HHYS 3301 as a prerequisite for PHYS 4425. *GERC has no concerns regarding the changes to PHYS 2212, an Objective 5 Gen Ed course.*
3. Council unanimously **approved** for recommendation [Proposal #74 as amended](#) from COH **Community and Public Health** to delete CPH 1160 from the catalog and remove its equivalency with HPSS 1160 Women's Rape Aggression Defense **pending** all signatures and impacts are received.

State Proposals for Endorsement:

1. [2023-12 PharmD/MPH Dual Degree Program](#) from existing degrees. *Corresponds to UCC [Proposal #69](#)*

Other Business: none this week

G. FUTURE BUSINESS:

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

H. ADJOURNMENT: 4:27 p.m.

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED:

- A.** [2023-LON-15 Request: COB Sales Academic Certificate](#) *Corresponds to UCC [Proposal #51](#)*

- B. 2023-LON-16 Request: COB BS in Economics CIP Code change: from 45.0601 to 45.0603. *Corresponds to UCC [Proposal #54](#)*
- C. 2023-11 COB/Academic Affairs for a new BA/BS in Interdisciplinary Studies. *Corresponds to UCC [Proposal #67](#)*
- D. [2023-12 PharmD/MPH Dual Degree Program](#) from existing degrees. *Corresponds to UCC [Proposal #69](#)*

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #3](#) from COB **Health Care Administration** to change HCA 1115 course title and description from US Health Systems to Global Health Systems, and to add it to the General Education program as an Objective 9 course. *GERC approved HCA 1115 as a new Objective 9 Gen Ed course.*
2. [Proposal #11](#) from CAL **Global Studies & Languages** for minor course and curriculum updates, create new SPAN 2221 as an Objective 9 Gen Ed course. *GERC approved SPAN 2221 as a new Objective 9 Gen Ed course.*
3. [Proposal #21A](#) from COT **Health Occupations** to change PNUR courses in the Practical Nursing program from fixed to variable credits with repeatability in order to accommodate students who may qualify for prior learning credit based on previous military or medical experience. New changes to this version “A” are marked in **green** text.
4. [Proposal #34 as amended](#) from COH **Nursing** to update courses and curriculum to bring the program into compliance with the 2021 AACN Essentials of Nursing Education. *Department has addressed Chemistry’s concerns.*
5. [Proposal #35](#) from COSE **Math & Statistics** to create new MATH 1116 course, change MATH course prerequisites and semester offerings, and update curriculum.
6. [Proposal #43A](#) from COT **Technical** department to swap new CET 2215 for GEMT 2231 in the AAS Civil Engr Technology degree plan, with a minimum grade C, and to adjust required credit totals. These are minor changes that were missed in the original proposal\ . New changes to this version “A” proposal are marked in **orange** text.
7. [Proposal #45 as amended](#) from COH **Communication Sciences & Disorders** to delete the American Sign Language separate lab courses CSD 1151L, 1152L, 2251L, and 2252L and combine the lab component into the coursework for CSD 1151, 1152, 2251 and 2252, adjusting the credits from 3 to 4 credits for each course. *GERC has no concerns with deleting the lab courses from Objective 4 in the General Education program.*
8. [Proposal #51](#) from COB **Marketing** to add new courses MKTG 4406 and MKTG 4407, and to create a new 9-credit Academic Certificate in Sales to replace the discontinued Minor in Marketing. *Requires OSBE acceptance of Letter of Notification [#2023-LON-15](#) for the new certificate.*
9. [Proposal #52 as amended](#) from COSE **Biological Sciences** for course and curriculum changes and to create new Accelerated BS to MS programs in Microbiology and in Biology. *Requires Graduate Council’s approval of the accelerated programs.*

10. [Proposal #54](#) from COB **Finance & Economics** to update prerequisites for FIN 4431, and modify degree plan requirements for BS in Economics to comply with the industry standards for a STEM classified Economics degree, and to change the CIP Code from 45.0601 to 45.0603. *Requires OSBE acceptance of Letter of Notification #2023-LON-16 for the CIP code and degree plan changes.*
11. [Proposal #56A](#) from COSE **Mechanical & Measurement Control Engineering** to update the prerequisites for ME 4406, a change necessitated by the renumbering of all EE courses into the new ECE course prefix. *Changes affect Graduate Catalog.*
12. [Proposal #66](#) from **College of Business** to make minor prerequisite corrections to courses ACCT 2202, MGT 2217, MGT 3312, MGT 4460, and FIN 4485 in accordance with findings by a college committee that reviewed all course COB offerings this past summer.
13. [Proposal #67](#) from **College of Business** and **Academic Affairs** to create a new BA/BS in Interdisciplinary Studies modeled after COT's BAS program as a pathway for students to earn an academic Bachelor's degree using courses from across the university. *Requires SBOE approval of State Proposal #2023-11 for the new degree.*
14. [Proposal #69](#) from COH **Community and Public Health** and **College of Pharmacy** to create a new PharmD/Master of Public Health (MPH) dual degree program. *Requires Graduate Council's approval of the dual degree. Contingent upon SBOE approval of State Proposal #2023-12 for the dual degree program.*
15. [Proposal #71](#) from COSE **Electrical & Computer Engineering** to renumber ECE 4415 to ECE 4419 (create new ECE 4419 and delete ECE 4415) to match the Graduate catalog, and to update the BS in Electrical Engineering curriculum with the new number. *Changes affect Graduate Catalog.*
16. [Proposal #72](#) from **GERC** to update the **General Education Program** section of the catalog with all the changes approved by GERC and UCC this year for the Fall 2024 catalog.
17. [Proposal 73](#) from COSE **Physics** to change course description and add prerequisites to PHYS 2212, and add :HHYS 3301 as a prerequisite for PHYS 4425. *GERC has no concerns regarding the changes to PHYS 2212, an Objective 5 Gen Ed course.*
18. [Proposal #74 as amended](#) from COH **Community and Public Health** to delete CPH 1160 from the catalog and remove its equivalency with HPSS 1160 Women's Rape Aggression Defense **pending** all signatures and impacts are received.

Undergraduate Curriculum Council (UCC)
January 25, 2024 – ‘virtual’ meeting - for 2024-25 catalog
Volume XXXIV, Meeting 15 (25-15)

MINUTES – *Approved by Curriculum Council on January 25, 2024 via email vote; Accepted by Faculty Senate on February 5, 2024; Proposals Approved by Academic Affairs on January 23, 2024*

A. PRELIMINARIES

Attendance:

Members: Ines Jindra, Jessica Winston, Bob Houghton, Ajit Bhattarai, Ben Bolin, Randa Kress, Sherry Adams, Mona Doan, Wesley Usyak, Crystal Kanderis Lane, Camille Biorn, Erin Berry, Ella Bunde
Ex-Officio: Ivory Fort, Tiffany Mitchell, Buck Benson, Cindy Hill, Sarah Mead
Admin. Asst.: Catherine Read
Excused: none

1. Announcements: none
2. Council **approved** the Minutes for [November 16, 2023](#) via email vote on Nov. 17, 2023
3. Report from the Executive Committee: none
4. Information from Academic Affairs: none
5. Current Subcommittee Activities:
 - a. General Education Requirements Committee (GERC) update:
 - i. Council **accepted** GERC Minutes for [November 14, 2023](#) via email vote on Dec. 13, 2023
 - ii. Council **accepted** GERC Minutes for [December 12, 2023](#) via email vote on Jan. 24, 2024
 - b. BAS Committee update:
 - i. Council **accepted** BAS Committee Minutes for [September 28, 2023](#) via email vote on Jan. 24
 - c. Catalog Format Review Subcommittee update: none
6. Information from the Chair: none
7. Information from the Faculty Senate and other Councils: none
8. Other related information or questions: none

B. INFORMATION ITEMS -- none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

Curriculum, Course, and Program Change Proposals:

1. Council **approved** [Proposal #36 as amended](#) from COE **Human Performance & Sport Studies** to update HPSS courses and curriculum, add new course HPSS 4491. Was tabled last time pending response from department resolving credit issue.

2. Council **approved** [Proposal #75](#) from COE **Organizational Learning & Performance** to eliminate the elective and reduce required credits from 15 to 12 for the Certificate in Career and Technical Education to align with State requirements for maintaining instructor certification.

State Proposals for Endorsement: none this week

Other Business: none this week

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

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

State Proposals for Endorsement: none this week

- F. NEW BUSINESS:** none this week

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

Other Business: none this week

- G. FUTURE BUSINESS:**

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

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

- H. ADJOURNMENT: 3:30 p.m.**

APPENDICES

ACTIONS APPROVED, ACCEPTED, or ENDORSED: None this week

CURRICULUM PROPOSALS APPROVED FOR RECOMMENDATION:

1. [Proposal #36 as amended](#) from COE **Human Performance & Sport Studies** to update HPSS courses and curriculum, add new course HPSS 4491. Was tabled last time pending response from department resolving credit issue.
2. [Proposal #75](#) from COE **Organizational Learning & Performance** to eliminate the elective and reduce required credits from 15 to 12 for the Certificate in Career and Technical Education to align with State requirements for maintaining instructor certification.