

Undergraduate Curriculum Council (UCC)

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

AGENDA -

A. PRELIMINARIES

Attendance – Pre-notified Absences:

Guests:

1. Announcements:

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

2. Minutes for [February 23, 2023](#) for UCC's approval

3. Report from the Executive Committee:

4. Information from Academic Affairs:

5. Current Subcommittee Activities:

- a. General Education Requirements Committee (GERC) update –
- b. BAS Committee update

6. Information from the Chair:

7. Information from the Faculty Senate and other Councils:

8. Other related information or questions:

B. INFORMATION ITEMS --

C. CONSENT CALENDAR

D. UNFINISHED BUSINESS

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

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 – for vote this week

Chair: Wesley Usyak will 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. Consider potentially creating a UCC subcommittee to decide which pieces of the catalog should be editable outside the UCC process, and which pieces should be tied to the UCC proposal cycle.

2. **Catalog Format Review Subcommittee** – volunteers to serve: **Bob Houghton, Ben Bolin**
- **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. [Change Memo](#) from Registrar’s Office documenting errors and corrections to catalog

State Proposals for Endorsement: none

Other Business:

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?**
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: