Undergraduate Curriculum Council (UCC)
November 24, 2020 – 3:00-5:00 p.m. ‘virtual’ meeting via email
Volume XXXVI, Meeting 14 (22-14)
MINUTES – Approved by Curriculum Council on November 25, 2020 via email ballot; Accepted by Faculty Senate on November 30, 2020 via email ballot; Accepted by Academic Affairs on December 7, 2020

A. PRELIMINARIES
1a. Attendance:
   Members: Carmen Febles, Deidre Caputo-Levine, Steve Byers, Joanne Toevis, Cathy Gray, Barbara Frank, Wenxiang Zhu, Wesley Uysak, Steve Clay, Wendy Mickelson, Lavona Andrew, Barb Mason
   Ex-Officio: Cindy Hill, Chris Hunt, Buck Benson, Tiffany Mitchell
   Admin. Asst: Catherine Read
   1b. Excused: Matt Wilson (GERC)
   1c. Guests: none

2. Announcements: UCC’s business for Fall 2020 is concluded. Council will reconvene in January.

3. Council approved the Minutes from November 12, 2020 and November 19, 2020

B. INFORMATION ITEMS – none

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

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

1. Council approved AY 2021-22 Change Memo #18 - BIOL 2228 Prerequisites – to add BIOL 3301 as prerequisite option for BIOL 2228. Supersedes AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite which was approved by UCC on 11/12/2020.

F. NEW BUSINESS: none until next semester

G. FUTURE BUSINESS:

1. Revise UCC Proposal Form, Procedures, and Bylaws - placeholder; deferred until Spring 2021
   a. Suggestions for Improvement of UCC Proposal Form and Process (restricted access) UCC reps, please add your suggestions and observations to this document as you work on and review proposals.
   b. Proposal template for Bachelors/Masters Accelerated programs
   c. Include COE proposal change in proposals affecting COE
   d. Interdisciplinary programs: How to deal with faculty oversight of curriculum

2. Catalog Format Review Subcommittee – placeholder; deferred until Spring 2021
   Create a subcommittee to review the catalog format and usage with an eye to suggesting potential changes. Subcommittee should include reps from UCC, Grad Council, Registrar’s Office, Academic Affairs, and Marketing.

3. Change Memo Clarification Subcommittee – placeholder; deferred until Spring 2021
Create a subcommittee to create clear, consistent criteria for change memos. Change Memos streamline catalog cleanup changes, but circumvent college dean and impact response reviews. Carmen Febles, Chris Hunt, Deidre Caputo-Levine, and Tiffany Mitchell all expressed interest in serving on this subcommittee.

4. Course and Program Duplication -- placeholder; deferred until Spring 2021
   Create a working group to 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?

5. Impact Response Timeline -- placeholder; deferred until Spring 2021
   Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC.

6. UCC’s Role in Program Prioritization -- placeholder; awaiting Faculty Senate’s direction
   UCC has purview over courses and curriculum

H. ADJOURNMENT: 4:00 p.m.

APPENDICES

ACTIONS ENDORSED:

A. AY 2021-22 Change Memo #18 - BIOL 2228 Prerequisites -- to add BIOL 3301 as prerequisite option for BIOL 2228. Supercedes AY 2021-22 Change Memo #14 Update BIOL 4470 prerequisite which was approved by UCC on 11/12/2020.

STATE PROPOSALS ENDORSED: none this week

CURRICULUM PROPOSALS APPROVED: none, AY2021-22 catalog proposals are concluded.