A. PRELIMINARIES

1a. Attendance:
   Members: Carmen Febles, Ines Jindra, Steve Byers, Joanne Toevs, Ben Bolin, Randa Kress, Steve Clay, Wesley Usyak, Wendy Mickelsen, LaVona Andrew, Shanna O’Connor
   Ex-Officio: Margaret Johnson, Sarah Mead, Ivory Fort, Buck Benson, Tiffany Mitchell
   Admin. Asst: Catherine Read

1b. Excused: Janet Loxterman

1c. Guests: none

1. Announcements:
   UCC met with NWCCU Evaluators today at 10:30-11:20 via Zoom. Shanna O’Connor suggested a flowchart might be helpful. UCC’s session with the accreditors was less stressful than anticipated.


3. Report from the Executive Committee:
   • Impact signature line for Ann Hackert was left off many of the proposal forms, which is causing a bit of slow-down in finishing proposals for submission. Make sure to include her when sending proposals out for impacts.
   • Clarifications on what to review in proposals before submission; many problems being encountered during proposal processing. Some proposals were created on older versions of the form, which is not helping. Make sure to check the catalog to identify other programs that are affected by a proposal and solicit their impact response.
   • Signature order and sending proposals for impacts – discussion ensued, with the ultimate consensus to continue current practices.
   • Impacts from SIS/Registrar must be obtained before submitting proposal. If one or two impacts are still missing, Catherine will help collect those when she is processing proposals.

4. Information from Academic Affairs:
   Margaret mentioned the Provost Search Committee is reviewing applications and is hoping to hold Zoom interviews of the semi-finalists at the end of October and bring candidates to campus by mid-November.

5. Current Subcommittee Activities:
   a. General Education Requirements Committee (GERC) update -- none
   b. BAS Committee update – next meeting is October 28.

6. Information from the Chair: none

7. Information from the Faculty Senate and other Councils:
   a. Academic Standards Council – has not met to hold the discussion
      1) use of professional credits in an undergraduate degree:
         Affects UCC 2022-23 Proposal-020 COH Create BSHS Pharmacotherapy Concentration – see Chris Hunt’s notes in Part D
8. Other related information or questions:
   • After discussion, the Council’s consensus was to allow POs Commenting/Suggesting access throughout the review process until the proposal is approved. Also, make sure the necessary responders to posted comments have Commenting access, too.
   • Add to Future Business: Consider ramifications of including student learning outcomes on UCC proposals: does not allow programs to update their learning outcomes without submitting a catalog proposal.

B. INFORMATION ITEMS – none this week

C. CONSENT CALENDAR – none this week

D. UNFINISHED BUSINESS

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

   State Proposals for Endorsement: none this week

   Curriculum, Course, and Program Change Proposals:

   1. Council approved [Proposal #19](Appendix 1) from COT Civil Engineering Technology to create new elective course CET 0252 3D Laser Scanning.

   2. Council approved, with one vote against, [Proposal #33](Appendix 2) from COH Fire Services Administration to create new FSA courses, remove pre-reqs from FSA courses, add FSA 4401 Ethics course to B.S. requirements, and to remove CHEM courses from A.S. and B.S. degree requirements. *May require Letter of Notification to OSBE after approval.* There are two course descriptions still missing that the Registrar’s Office will add, in coordination with the department.

   Some discussion of the student learning outcomes (SLOs) and UCC’s role and purview over the assessment process. Clarify with departments that the course SLOs should reference how they map onto existing program outcomes.

   3. Council approved [Proposal #42](Appendix 3) from CAL English & Philosophy to change English placement criteria from GPA and test scores to The Write Class.

   4. [Proposal #54](Appendix 3) from CAL Anthropology to create a new 17-22 credit Certificate in Forensic Science. *Changes affect Graduate Catalog. Requires Letter of Notification to OSBE.*

      Council voted to move this proposal to the ‘PARKING LOT’ pending the new course be put in the correct table type and verify with the PO that the curriculum is correct and accurate in the standardized format.

   Other Business: none this week

E. “PARKING LOT” – proposals and other items awaiting resolution – none this week
1. **Proposal #39** from COE **Human Performance and Sport Studies** to add repeatable credits to HPSS 4490 and reduce semester offerings of HPSS 3357 and HPSS 4437. Remains in ‘PARKING LOT’ awaiting entry of student learning outcomes.

**F. NEW BUSINESS:**

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

State Proposals for Endorsement: None this week

Curriculum, Course, and Program Change Proposals: Council untabled the New Business for discussion.

Shanna requested the Pharmacy **Proposal #31** be remanded back to the department for revisions; Council voted to **remand** it.

Council voted to **table** the remaining proposals for consideration next week:

1. **Proposal #15** from COE **Teaching and Educational Studies: Secondary Education** to create a new 20-credit teaching endorsement in Computer Science, and create new course EDUC 4491. **Approved by Dept. of Ed’s Professional Standards Commission; still awaiting SBOE approval.**

2. **Proposal #27** from COT **Business Technology** to delete obsolete courses BT 0118, 0119, 0121, 0141, 0154, 0172, 0173, 0174 and 0230.

3. Council voted to **remand** to the department for revisions **Proposal #31** from Pharmacy to update the PharmD curriculum and courses, remove BIOL cross-listings and pre-requisites, delete PHAR 9941L, 9944L, 9945L, and 9952 lab courses that have been incorporated into the lecture courses.

4. **Proposal #32** from COB **Management** to create two new 9-credit Certificates, one in Project Management and one in Entrepreneurship.

5. **Proposal #53** from CAL **Philosophy** to create new course PHIL 2260 Philosophy of Life and Death, and to include it in the General Education Program for Objective 7. **Contingent upon GERC’s approval of PHIL 2260 Gen Ed proposal as a new Objective 7 Gen Ed course.**

6. **Proposal #63** from COT **Information Technology Systems** to delete redundant course ITS 0225. **May require IDCTE approval of credit reductions for BTC Computer Network and AAS in Information Technology Systems.**

**Other Business:**

1. **Add to Future Business:**
   a. Consider ramifications of including student learning outcomes on UCC proposals
   b. Continue discussions with Graduate School and Graduate Council to revisit ways of collaborating more closely and streamlining the proposal process for both catalogs. May require involving Faculty Senate and Administration in the discussions.

**G. FUTURE BUSINESS:**
1. **Interdisciplinary programs**: How to deal with faculty oversight of curriculum


3. **Course and Program Duplication -- placeholder; deferred until Fall 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?

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

5. **Impact Response Timeline**
   Clarify how long POs should hold proposals awaiting impact responses before submitting to UCC

6. **Potential Revisions to UCC’s Bylaws**

7. **Catalog Format Review Subcommittee -- placeholder; deferred indefinitely until new Associate Registrar is hired**
   Undergraduate Catalog Update Process and Timeline
   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.

8. **Added to Future Business**: Consider ramifications of including student learning outcomes on UCC proposals

9. **Added to Future Business**: Continue discussions with Graduate School and Graduate Council to collaborate more closely and streamline the proposal process for both catalogs.

H. **ADJOURNMENT**: 4:57 p.m.

**APPENDICES**

**CURRICULUM PROPOSALS APPROVED:**

1. **Proposal #19** from COT Civil Engineering Technology to create new elective course CET 0252 3D Laser Scanning.

2. **Proposal #33** from COH Fire Services Administration to create new FSA courses, remove pre-reqs from FSA courses, add FSA 4401 Ethics course to B.S. requirements, and to remove CHEM courses from A.S. and B.S. degree requirements. *May require Letter of Notification to OSBE after approval.*

3. **Proposal #42** from CAL English & Philosophy to change English placement criteria from GPA and test scores to ‘The Write Class.’

**CURRICULUM PROPOSALS REMANDED for revisions:**
1. **Proposal #31** from **Pharmacy** to update the PharmD curriculum and courses, remove BIOL cross-listings and pre-requisites, delete PHAR 9941L, 9944L, 9945L, and 9952 lab courses that have been incorporated into the lecture courses.