

University Curriculum Committee  
Meeting Minutes from August 18, 2015  
115 Monroe Hall, 10:30 AM to 11:43 AM

Members Present: Lance Gentry, Kristin Marsh, Jason Matzke (substituting for Dawn Bowen), John Morello, and Pat Reynolds.

The committee determined the meeting times for the 2015-2016 academic year. For the fall semester, the committee will meet at 2:00 PM on September 14, October 5, and November 9. The committee will also meet on December 7 at 3:30 PM. During the spring semester, the committee will meet at 3:30 PM on January 20, February 8, March 14, and April 11. All meetings will be held in a conference room in George Washington Hall. John Morello is responsible for reserving the room.

The committee's officers for the 2015-16 academic year are Pat Reynolds (chair) and Lance Gentry (secretary).

Given the changes to the UFC, including the elections in progress, Kristin Marsh has agreed to serve as the UFC representative until a new UFC representative is elected (which may be Kristin Marsh).

Each collegiate curriculum committee chair owes John Morello a list of their college's CC meeting dates. John Morello will then post these dates on the UCC website. The associate provost reiterated that deans must approve all curriculum changes to majors, minors, new minors, concentrations, or certificates from their colleges before submitting them to the UCC.

The committee agreed on the following distribution of responsibilities:

- When the UCC votes against a proposal, it is the responsibility of the UCC Chair to notify the proposing College and the proposer.
- When the UCC votes against a proposal, it is the responsibility of the UCC Secretary to capture in the minutes to communicating the reasoning thereof.
- It is the responsibility of the UFC representative to ensure that UCC actions are added to the agenda for UFC meetings when necessary.
- It is the responsibility of each member to keep their own responsible parties apprised of any changes and issues that may arise.

The minutes of the UCC will not cover expedited actions unless they are challenged – and thus discussed by the UCC.

The committee members agreed to give each other ample notice of upcoming issues whenever feasible. Known upcoming issues for the 2015-16 academic year are:

- The COB will be proposing an International Business major and will looking at any items requiring adjustments after the major changes from last year such as changing two finance electives with BUAD prefixes to FINC prefixes.
- The COE may have to revamp their curriculum to keep their accreditation based on changes to state law.
- The university faculty will be considering the Alternative Course Model committee report during the fall semester; depending on faculty action, one or more college curriculum committees and the UCC should anticipate playing an active role in facilitating appropriate implementation of any programmatic changes.

In email discussions after the meeting, the UCC decided it would only review documents submitted on or by the Wednesday before the UCC's scheduled meetings. Any documents submitted after that point will be considered at the subsequent scheduled UCC meeting.