**UCC Meeting Minutes – November 08, 2018**

**Present:** Sean Tolman, Kevin McCarthy, Stan Jenne, Krista Ruggles, Hilary Hungerford, Nick Ball, Evelyn Porter, Sabine Berlin, Debbie Ferguson, Rachelle Blake, Eric Humphrey

**Excused or Absent:** Lorraine Wallace, David Connelly

**Guests:** Kathy Andrist (MATH), Alan Parry (MATH), Dani Taylor (BIOL), Jim Price (BIOL), Neil Harrison (COSC)

**Program and Course Discussion Items**

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| **Course/Program** | **Notes** | **Vote** |
| Woodbury School of Business |   |   |
| ACC 481R | Concern with course description. Rolled back to Stan Jenne to remove sentence "Completers should obtain experience in establishing and accomplishing individualized work objectives that improve work performance." | Approved 7 of 7 contingent upon roll back change |
| College of Health & Public Service |   |   |
| HLTH 489R | Concern with format of course description - sentences starting with 'Student', and similarity between CLO numbers one and two. Rolled back to Kevin McCarthy to reword course description and add words to CLOs to differentiate them. | Approved 7 of 7 contingent upon roll back change |
| HLTH 6200 | Concern with format of last sentence in course description. Rolled back to Kevin McCarthy to reword. | Approved 7 of 7 contingent upon roll back change |
| Minor School Health Education | Concern with graduation requirements - grade requirements contradict. Roll back to Kevin to clarify. | Approved 7 of 7 contingent upon roll back change |
| School of the Arts |   |   |
| BFA Art & Design | Concern with graduation requirement number three. Roll back to originator for clarification. Program will need to run through full approval process again. | No vote, will be reviewed again. |
| DANC 4750 | Proposed deletion. No concerns.  | Approved 7 of 7 to delete course |
| College of Science |   |   |
| BIOL 295R | Committee decided course description meets format, and although CLOs are broad they are fine. | Approved 7 of 7 |
| MATH 100R | Concern with similarity between MATH 100R and MAT 090R. Kathy Andrist and Alan Parry defend that MATH 100R was designed to support math place with ALEKS. They also defend removing STEM wording from course description for transparency purposes. At the request of faculty rolled back to initiator to remove STEM working from CLO number four. Course will need to run through full approval process again. | No vote, will be reviewed again. |
| BS Mathematics | Committee voted to remove 'or ENGL 2020' from GE. | Approved 7 of 7 contingent upon roll back change |
| STAT 4710 | Question about corequisite, MATH 2210. Alan Parry defended that course content from MATH 2210 is needed in STAT 4710. Colon must be removed from title, rolled back to Debbie Ferguson for editorial change - add hyphen in place of colon. | Approved 7 of 7 contingent upon roll back change |
| College of Engineering & Technology |   |   |
| TECH 2060 | Hold till TECH 2080 comes through (TECH 2060, 2070, and 2080 move together - contingent upon one another). | No vote, hold for next UCC meeting |
| TECH 2070 | Hold till TECH 2080 comes through (TECH 2060, 2070, and 2080 move together - contingent upon one another). | No vote, hold for next UCC meeting |
| CS 3060 | Concern with CLO number one. Committee decided word 'Demonstrate' is justified because it explains what is to be demonstrated. CLO number four contains two verbs, committee decided it is acceptable. | Approved 7 of 7 |
| CS 3240 | Concern with CLO number four being too vague. Roll back to Nick Ball to reword/clarify. | Approved 7 of 7 contingent upon roll back change |
| CMGT 281R | Question about CLO number two being measurable. Roll back to Nick Ball to remove CLO number two (internships only require a minimum of three CLOs). | Approved 7 of 7 contingent upon roll back change |
| CMGT 4010 | Concern with format of course description. Rolled back to Nick Ball to remove word 'Interprets' from first sentence.  | Approved 7 of 7 contingent upon roll back change |
| DGM 2210 | Concern with verbs in CLO numbers two and three. Committee determined verbs are specific and measurable. | Approved 7 of 7 |
| DGM 2240 | CLO number one contains two verbs. Roll back to originator to pick one verb. Course will need to run through full approval process again. | No vote, will be reviewed again. |
| DGM 2260 | CLO number one has a typo (word 'metadata'). Rolled back to Debbie Ferguson for an editorial correction. | Approved 7 of 7 contingent upon roll back change |
| DGM 2270 | Concern with format of second-to-last sentence in course description. Roll back to originator for revision. CLO numbers five and seven contain two verbs, need to pick one. Course will need to run through full approval process again. | No vote, will be reviewed again. |
| DGM 4280 | UAS missing from prerequisite. Debbie Ferguson added UAS via editorial correction. | Approved 7 of 7 contingent upon roll back change |
| IM 4300 | Concern with word 'Demonstrate' in CLO number nine. Dept. Chair okay with removing CLO number nine, rolled back to Nick Ball. | Approved 7 of 7 contingent upon roll back change |
| INFO 3430 | Concern with last sentence in course description. Nick Ball defended the word 'should' was strategically selected to provide students notice that the sequence INFO 4430 after INFO 3430 is recommended. | Approved 7 of 7 |
| INFO 481R | Question about variable credit. Rolled back to Nick Ball to change credit from '1 to 8' to '1 to 3'.  | Approved 7 of 7 contingent upon roll back change |
| IT 4800 | Concern with format of last sentence in course description. Dept. Chair has recommended wording, rolled back to Nick Ball to reword. | Approved 7 of 7 contingent upon roll back change |
| College of Humanities and Social Science |   |   |
| AA Communication | Concern about being consistent with parenthetical in graduation requirements. Committee wants to remove ENGL 2020 from GE. Rolled back to Lorraine Wallace to correct. | Approved 7 of 7 contingent upon roll back change |
| AS Communication | Concern about being consistent with parenthetical in graduation requirements. Committee wants to remove ENGL 2020 from GE. Rolled back to Lorraine Wallace to correct. | Approved 7 of 7 contingent upon roll back change |
| School of Education |   |   |
| EDEL 2200 | Some concern with CLOs, committee determined they are fine. | Approved 7 of 7 |
| EDEL 4240 | Oversight with corequisites. Rolled back to Krista Ruggles to add EDEL 4990 to coreq. | Approved 7 of 7 contingent upon roll back change |

**Other Discussion Items**

* CMGT has three 3000-level courses in AAS-CMGT. Committee reviewed USHE R401 policy for AAS and Specialized AS degrees (3.1.3 and 3.1.4.1 respectively), and determined upper division courses cannot be used for required courses, but can be listed as electives as long as there is a pathway for students to acquire degree via lower division courses.
* Faculty Senate approved a new department – Department of Articulated and Concurrent Enrollment. This non-academic department will facilitate certificates and associate degrees for both college and high school students. These degrees will still be housed in the appropriate departments and must go through the proper committees and workflow.

Concerns include:

* Who will process the curriculum (who owns and approves)?
* Faculty ownership versus non-faculty creating/entering curriculum.
* Non-faculty holding administrative rights in CourseLeaf.
* Awarding degrees with no substance for the sake of completion numbers.