

University Curriculum Committee (UCC)

Meeting Minutes

Thursday April 21, 2016

2:00 pm

Greenville Center

Regular Members Present:

Mark Johnson
Mark Richardson
Karen Vail-Smith
Lori Flint, Chair
Gail Ratcliff
Jean-Luc Scemama
Michael Dingfelder

Regular Members Excused:

David Batts

Ex-Officio Members Present:

Josie Bowman
Rita Reaves
Patrick Rider

Ex-Officio Members Excused:

Chase Crawford, SGA representative
Christine Zoller
Nancy Winterbauer

IPAR Office of Academic Program Planning and Development (OAPPD):

Patricia Gregory

Office of the Registrar:

Diane Coltraine

I. Call to Order by Dr. Flint

The 3-24-2016 UCC minutes have been reviewed, approved and distributed.

II. Changes in Foundations Curriculum

Fall 2017, changes to Foundations requirements and the implications to undergraduate degree programs. **FS Resolution 15-91** reduces required semester hours of general education beginning ~~Fall 2016~~, which includes decreasing Humanities and Fine Arts from 10 SH to 9 SH; decreasing Natural Science from 8 SH to 7 SH (retaining the requirement of one laboratory hour); decreasing Social Science from 12 SH to 9 SH from at least two different areas; and requiring a 3 SH “general education elective” from one of the

following categories (humanities/fine arts, social/behavioral sciences or natural science/mathematics).

Discussion:

Rita Reaves discussed the memo that was sent out earlier to the Deans about the procedure for making the changes to the foundation credits. Input to the memo included Drs. Flint and Scemama and other faculty and administrators. The resolution was put “on hold” until faculty has time to consider how the new general education requirements will impact degree programs. Diane Coltraine is working on a form that will be used by faculty proposing changes. It is anticipated there will be a ripple effect based on the changes and the potential need to change some courses from 4 s.h. to 3 s.h.

Action: None needed.

III. Engineering:

Discussion:

Request to change the ISYS prefix, pending submission of documentation. Information will be conveyed to the Engineering Department.

Action: Approved pending paperwork submission and final review in the fall.

IV. Catalog Cleanup:

Discussion:

Some work has occurred related to the policy related to courses older than 10 years, banked courses and 5000 level courses. Further follow up is needed. There were 37 courses that were addressed in 2015. The banked courses will be coded in fall 2016 which will aid in identification. Coding will prevent the need to go through all the courses by hand. The process of unbanking a course involves development of a course proposal. Further work needed on 5000-level courses. Some courses still remain in music therapy, College of Education.

V. UCC Annual Report

- Discussion of committee accomplishments, goals for next year, Ideas for Improvement
- Chairperson, Lori Flint, will write final report.
- GOALS for 2015-2016 [From 10-22-2015 UCC Meeting]:
 - Develop some blanket policies for changing massive programs for upcoming FCIE revisions. Assist programs with Diversity requirements (go into effect in January [policy later changed to fall 2017.]).
 - Encourage reaching out to programs re: big packages.

- Run reports/send memos out for all programs impacted by reduction in number of hours in minors.
- Continue working on 5000 level course cleanup.
- Work toward transition to Curriculog [Curriculog presentation was made at same meeting].

Discussion: The first item will be moved to the accomplishment section. This goal was met by adding 2 extra meetings. The committee meet 16 times for 2-4 hours each, for a total of approximately 40 hours.

Accomplishments:

- Updated the UCC SharePoint site with forms, materials, and easier access to tools. High priority items were placed on the right side of the webpage per member suggestions.
- Held 09-29-15 UCC Curriculum and Program Development Workshop - with approximately 100 attendees.
- Amended the UCC charge to include review of certificate programs, UCC chair member of Academic Program Development Collaborative Team, UCC chair can appoint or delegate representative to online quality council.
- Elected Dr. Lori Flint to serve as Chair of UCC, and Dr. Jean-Luc Scemama to serve as Vice-Chair of UCC. Dr. Gail Ratcliff will serve as Secretary of record with Dr. Josie Bowman (ex-officio) to assist with Secretary duties.
- Approved the name change to the more appropriate Undergraduate Curriculum committee by a motion made by Professor Vail-Smith and seconded by Dr. Scemama. The request for the name change was forwarded and approved by the Faculty Senate. The new name became effective April 2016.
- Supported the purchase of Curriculog, a curriculum and program management system.
- Appointed Gail Ratcliff to serve on the Curriculog core team as a representative of the UCC.
- Eliminated the need for faculty planners to complete item #17 on proposal forms (affected units) because they are already required to submit an Affected Units Report and Verification of Affected Units with their package. This will alleviate some duplication in the process.
- Planned for Curriculog working groups during the summer.
- Faculty vetting and prescreening and technical assistance by administrative support have helped improved the quality of packages, making for a better meeting flow, therefore reducing the time proposers spent in UCC meetings.
- Worked with faculty to review and approve discontinuation/consolidation proposals to address the low productivity study

VI. Curriculog update:

(Rita Reaves)

Dr. Reaves shared the Curriculog Implementation Plan which will occur over the time from March to October 2016. Some preliminary work has already started on the update.