University Curriculum Committee
1997-1998 ANNUAL REPORT

1. Membership (include ex-officio members).
Ex-officio member with vote: Don Sexauer, Chair of the
Faculty or Linda Wolfe, his representative; Ex-officio
members without vote: the Chancellor and Vice Chancellor
for Academic Affairs or Caroline Ayers, his representative;
Regular members: Ron Graziani, Thomas Huener, Jo Ann
Jones, Bob Joyner, Dale Knickerbocker, Greg Lapicki,
Tijjani Mohammed, Evelyn Powers, James O. Smith, Carol
Techman and John Whitehead; student member: John
Lynch.

2. Meeting Dates (include members absent).
10 September 1997
24 September 1997
23 October 1997
13 November 1997
12 February 1998
26 February 1998
12 March 1998
26 March 1998

3. Subcommittees established during the year (include
progress and/or completion of work).
Subcommittee to redesign course proposal form--Caroline
Ayers, Linda Wolfe & John Whitehead.
Subcommittee to plan for implementation of electronic
submission Jim Smith, Tom Huener, Greg Lapisinski & Dale
Knickerbocker.

4. Accomplishments during the year, especially as
addressed through committee goals. Include
recommendations made to agencies other than the Faculty
Senate as well as the Faculty Senate.

A. New majors/concentrations or options/minors: 0/0/0
B. Change degree requirements: majors/concentrations or
options/minors: 16/117/8
C. Delete majors/concentrations or options/minors: 0/1/1
D. New courses: 60
E. Course revisions: 77
F. Delete courses: 24
G. Remove courses from the curriculum bank: 24
H. Place courses in the curriculum bank: 73
I. Requests for general education credit: 3
J. Revise catalog descriptive copy: 7
K. Complete degree program revision[Spanish]: 1
L. Request authorization to plan -new
minor[multidisciplinary]: 1

5. Reports to the Faculty Senate (include dates and
resolution numbers).
Resolutions: 97-32; 97-39; 97-32; 98-8; 98-12; 98-21

6. Business carried over to next year (list in priority
order).

1. Implement a plan for electronic submission of
committee matters.

2. Revise course proposal form to include semester
offered and should this course carry general education credit.

3. School of Social Work needs to resolve the listing of ECON 1000 as a cognate as this course has been banked.

4. School of Human Environmental Sciences has two minors[ nutrition & hospitality management] that exceed 30 S.H.

5. Some teacher education programs do not list all of the cognates that are required by the state as listed on page 54 of the 1997-1998 catalog. These programs are art, dance, English, exercise and sport science, French, German, Spanish, history, health, mathematics, music, special education and theatre.

6. Philosophy and Physics are deficient in hours in the academic concentration [ for education degrees-- listed on page 219 of the 1997-1998 catalog] due to the banking of courses.

7. Examine policy for unbanking of courses.

8. Study issue of approval procedure for 5000 level courses.

7. Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

A. Charge: adequate

B. Personnel: Excellent, a hard working group who readily accepted their responsibility.

C. Attendance: Excellent, only absences were due to family emergencies and prior commitments

D. Responsibilities: The one year catalog has helped to even out the work load of the committee.

E. Activities: The laptop computer facilitated the work of the committee.

8. Suggestion(s) to the Chair of the Faculty and/or Faculty Senate for improving the effectiveness of the committee.

1. The Faculty Senate should encourage units to participate in the workshops next year.

2. The committee wishes to remind units that it is their responsibility to ensure that each committee member receives a copy of all items brought before the committee. With regard to items that impact other units letters of support from the faculty or notification of the unit from affected programs need to accompany the material sent to the committee chair and to the rep of the vcaa.

3. To insure that catalog copy is speedily available to the Faculty Senate for their approval that all changes will be also submitted electronically and any changes resulting from the meeting will be accomplished at the meeting.

4. Secure name plates for use during committee meetings.
9. Does the Committee's organizational meeting next year need to be earlier than the date set this year?

______ yes  ______X____ no