

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** September 29, 2004

<b>Present:</b>	Loretta Morgan Joy Honea Debra Johnson Nafi Heiat James Nowlin Bruce Brumley Vern Gagnon	Susan Gilbertz Tom Rust Brian Gurney Dixie Metheny Susan Gregory Tim Urbaniak Kelly Buck (student)
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<b>Absent:</b>	Mike Diede – <i>excused</i> Karen Everett – <i>excused</i>	Kyle Colling – <i>excused</i>
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Tim Urbaniak called the meeting to order at 4:00 p.m. on Wednesday, September 29, 2004, in the Missouri Room of the SUB.

The April 21 meeting minutes were accepted as presented.

### I. Set Deadline for Fall 2004

It was noted that faculty should be reminded that this is a catalog year. **The UCC agreed that October 15 would be the last date that proposals would be accepted for this coming undergraduate catalog.** However, proposals may still be brought forward for inclusion in the following catalog.

### II. ITEMS – FIRST READING

**Item 9** Minor in Philosophy Religious Studies Option. Modification of an existing program.

**Item 9.a** Minor in Philosophy. Modification of an existing program.

- Motion by James Nowlin, seconded by Tom Rust to **approve Items 9 and 9.a on first reading.**

It was noted at the Arts and Sciences Curriculum Council this is mostly a paper shuffle, as students are already being advised to follow this program.

- Motion carried.

- Motion by James Nowlin, seconded by Bruce Brumley to **waive second reading of Items 9 and 9.a.**

- Motion carried.

**Item 10** MATH 301 Applied Linear Algebra. Change prerequisite and course description.

**Item 10.a** MATH 312 Multivariable Calculus. Change prerequisite and course description.

- Motion by Tom Rust, seconded by James Nowlin to **approve Items 10 and 10.a on first reading.**

It was noted that these classes are listed as a 300-level on our campus, while the same courses with the same content are 200-level at Bozeman. Bozeman only grudgingly accepts the transfer as a 300-level.

It was noted that these changes seem to be setting up a sequence for students.

- Motion carried.

- Motion by James Nowlin, seconded by Bruce Brumley to **waive second reading of Items 10 and 10.a.**

- Motion carried.

### III. VICE CHAIR

Tim Urbaniak noted that we elected a chair at the end of spring semester, but we did not elect a vice-chair, for cases when the chair is unable to attend.

By acclamation, **James Nowlin** and **Vern Gagnon** are elected as vice-chairs.

### IV. REPORT TO ACADEMIC SENATE

Mr. Urbaniak stated that the UCC is required to send a report to the Senate, summarizing the Committee's work over the last year. He submitted this report over the summer, which included the following points:

1. Can a class be submitted/revised by non-faculty? Accreditation seems quite specific as to who is responsible for course content – yet discussions have left questions unanswered.
2. What happens to proposals that are not approved at any level of the process? It was my understanding (from past involvement) that the proposals still moved for information only.
3. The new Gen Ed situation will be of general impact and concern and will generate much discussion.

4. It is a catalog year. It is now said that every year is a catalog year for the COT. It is untrue that these items are autonomous and independent. How the COT catalog become annual (without faculty input) is unclear to the committee.
5. Tim Urbaniak was elected the UCC Chair (again).

The Senate accepted this report on September 16, but it apparently raised enough questions that Mr. Urbaniak has been invited to a Senate meeting to discuss the report.

It was noted that two topics that will be very important this year are an appeals process for faculty and their proposals and the issue of non-faculty establishing new programs. The faculty should have an appeal if their proposals are not recommended by the various committees and the dean. It was noted that in the past a non-approved item usually went to the following committees as an “information only” item.

It was noted that there was an ad in the Billings Gazette a couple of weeks ago for a BSLS in Flight Training, though no faculty committee has seen any proposals on this topic. This is not how the system works.

#### V. OTHER

It was decided that the latest an UCC meeting will last this year is 5:30 p.m.

The meeting adjourned at 4:36 p.m.  
rjrm