

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: September 14, 2022

Present: Jeff Willardson
Scott Butterfield
Nicole Bogunovich
Jaki Penninger (Registrar representative)

Carl Castles
Ying Wang

Absent: Randi O'Brien
Elaine Westbrook

Jennifer Scroggins
Robin Rasmussen*

**excused*

Guest: Kathleen Thatcher



The meeting was called to order at 4:05 p.m. via Webex.

I. ELECT CHAIR FOR 2022-2023

Carl Castles volunteered to be chair again. As there were no other nominees, Dr. Castles was elected by unanimous consent.

II. APPROVAL OF MINUTES

The minutes of January 26 were accepted as presented.

III. CHOOSE MEETING STYLE

It was agreed that having a Webex option will be helpful, but the Committee will meet in person in the Admin Building. Guests who need to appear before the Committee will be welcome to use Webex if they need to.

IV. DISCUSSION ITEMS

CourseLeaf functionality was discussed, as well as the consent vs. action recommendations to Senate.

Also, a reminder to the Committee that this group is often made up of non-tenured faculty, and if members have concerns about voting for or against any proposal, please do speak to the chairperson of the Committee before the meeting. The Committee can always hold a paper, secret-ballot vote on any topic.

V. 2022-2023 DEADLINE

The group also discussed the UCC's deadline ahead of the Senate deadline (December 15, the end of Fall semester).

- Motion by Scott Butterfield, seconded by Ying Wang that **the UCC's 2022-2023 deadline will be Thanksgiving, November 24.** This means proposals must be to the UCC level in CourseLeaf by November 24.

- Motion carried.

There is curriculum in the pipeline, so the UCC will meet again in two weeks.

The meeting adjourned at 4:20 p.m.

rjrm