

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** September 17, 2002

<b>Present:</b>	Dennis Nettiksimmons	Rachel Schaffer
	Gersh Bulgatz	Pat Holman
	Lorrie Steerey	Tom Hinthorne
	George Madden	James Nowlin
	Bruce Brumley	

<b>Absent:</b>	Tim Urbaniak – <i>excused</i>	Vurn Gagnon – <i>excused</i>
	Karen Everett (ex-officio)	

**Presiding:** George Madden, Chair



George Madden called the meeting to order at 3:47 p.m. on Tuesday, September 17, 2002 in room 306 of the College of Business.

- I. The April 9 and September 9, 2002 meeting minutes were approved.
- II. Proposed New System of Approvals for Catalog Materials.

George Madden stated that he inserted the top lines:

The Academic Senate is considering the following for possible adoption.  
The view of other interested parties is solicited. Comments may be  
addressed to Keith Edgerton, Chair of the Academic Senate, or George  
Madden, member of the Senate.

because the Senate plans to send out the document for feedback from the faculty. It was clarified that when *faculty* is used, it means the entire faculty of the University.

George Madden explained his use of the term *discipline*. Some departments are made up of many disciplines, and so the proposed system would enable them to bring forward changes without the approval of the entire department. The College of Business is a good example, wherein many disciplines are in one department (the Department of Business Academic Programs). It was then noted that programs such as the Honors Program and Environmental Studies do not fit into either department or discipline necessarily. It was suggested that in situations like those, they could be dealt with on a case-by-case basis. It was also noted that the Honors program has a Curriculum Council, which would put the program closer to a *department* category. Those involved in the Honors Program are making efforts to create interdisciplinary courses with departments all across campus. It

was noted that creating more interdisciplinary courses and programs is an initiative of the Strategic Initiatives. It was suggested that *programs* be added along with *departments* and *disciplines*.

It was then noted that in the proposed system, the Teacher Education Committee would receive items as “information only.” The Committee would correspond with the UCC and Grad Committee as a recommending body only.

George Madden pointed out that he removed the *Administration* box on the schematic drawing. He stated that the Provost will serve as the representative of the administration.

New deadlines were then discussed. George Madden stated that he hoped to have this new system in place for this catalog (the 2003-2005 catalog). It was pointed out that departments that had already used the present system would only need to write up the narrative explaining the intents of their changes. It was also noted that the UCC will need time to send items back, if necessary, for changes before sending them on to the Senate.

**The UCC decided that a new deadline for all colleges will be set as Friday, October 25. The items must be to the Academic Senate Office by this date, so the UCC has ample time to inspect each item.**

The College meeting was also discussed. It was noted that the entire faculty of the college are supposed to sign their approval or disapproval of each item. It was also stated that how the colleges accomplish this meeting is left up to them.

George Madden also noted that the Senate agreed that all faculty (except part-time) would be allowed to bring forward changes, not just tenured and tenure-track faculty.

- Motion by Lorrie Steerey, seconded by James Nowlin, that the **UCC recommend to the Senate for the next undergraduate catalog (the 2005-2007 catalog), changes must be to the UCC and Senate for approval by the end of the Spring 2004 semester** (not the Fall 2004 semester).

- Motion carried.

The meeting adjourned at 4:22 p.m.

rjrm