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Undergraduate Curriculum Council Minutes

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### 2008 March 26 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee  
Minutes, March 26, 2008

The fifth meeting of the UCC for the Spring semester 2008 took place on March 26, 2008, in the President's Conference Room. Dossett Hall. The meeting was called to order by chair Scott Contreras-Koterbay at 2:02 p.m., with the following voting members present: Scott Contreras-Koterbay (Arts & Sciences); Stephen Patrick (Library); Diane Mozen (Education); Alison Deadman (Arts & Sciences); Jean Hamm (Education); Laurelle Phillips (Education); Joy Wachs (Nursing); and Marie Tedesco (Continuing Studies). The following ex-officio member attended: Billie Lancaster (Registrar's Office).

Agenda Items

1. **Approval of the minutes of March 12, 2008.** The chair entertained a motion to accept the minutes. Committee members discussed editorial changes that needed to be made, as well as the addition of an adjournment date. Hamm made a motion that the minutes be accepted with the noted corrections; Deadman seconded the motion. Committee members voted unanimously to approve the motion.
  
2. **Actions by the chair, at the direction of the committee.**
  - a. **TBR proposal:** new concentration. The chair approved the Human Health concentration within the Bachelor of Science, Health Sciences.
  - b. **New courses.** The chair noted that he was waiting for one small change each in the following two courses: HSCI 3046, Human Genetics; and HSCI 3006, Microbes and Human Disease.
  
3. **Non-substantive curriculum proposal and new course proposal, ECED.** Laurelle Phillips presented a non-substantive curriculum revision for ECED. The revision focused on the addition of a number of FACS courses into ECED. Incorporation of these courses will necessitate the adjustment of field studies requirements. The proposal also includes the addition of a new course on early literacy, because ECED faculty have identified this area of study as one in need of bolstering. **FACS 4537** would be dropped from the ECED major requirements, while the new course **ECED 3170, Language and Literature in Early Childhood would be added.** Hamm noted that the content of 3170 did not seem to match the course title and description. Other committee members agreed with her assessment and noted, as well, that ECED 3170 seemed redundant of ECED 4150, Literacy for Young Children. Contreras-Koterbay wondered about the wisdom of making modifications to a 3000-level, as opposed to a 4000-level course. Phillips noted that 3000-level changes more easily accommodated 2000-level transfers from two-year institutions. Smith remade a motion that the course be rejected; Hamm seconded the motion. Committee members discussed 4150 in relation to 3170, as well. The vote on the motion was unanimous in favor of rejecting the proposal.

4. **Old business: discussion of CPS.** Questions arose as to how much input and influence UCC will have. (No consensus emerged from that discussion.) In regard to the CPS, one member asked whether or not it would be possible to have an OIT person present at a discussion to inform UCC about the possibilities of implementing certain types of changes. Some discussion centered on the CPS, as distinguished from the CP. One member noted that often the CPS directions were incorrect (e.g. login) or provided incorrect information (e.g. on the matter of inserting the “university grading scale”)and that such errors made the system frustrating to use. The chair noted, in response to a question, that rejected proposals are not visible, even to the UCC chair. Members agreed that it would be instructive to view rejected proposals.

In regard to the CP system, one member noted that often the chair of a college committee had no UCC experience and thus was not familiar with the system and its procedures. Those involved in the CP (e.g. college committee chairs, associate deans) need additional instruction with the system in order to facilitate passage of proposals. Should the UCC recommend that college curriculum chairs have UCC experience? Is there a way for the college’s UCC representatives to make themselves available to colleagues who are involved in crafting course and curriculum proposals?

5. Adjournment. There being no additional business, Patrick made a motion to adjourn; Deadman seconded the motion; committee members voted unanimously to approved the motion; and the meeting thus adjourned at 3:13 p.m.

Submitted by Marie Tedesco.