University Curriculum Committee

Minutes #1

August 31, 2022

Members Present: Califf, Chen, Howe, Kroesch, Newport, Paolucci, Pierce, Pence, Ren, Hurd, Stabler

Members Absent: Hunter, Kalter, Punke, Baum, Leonard

Guests: Stacy Ramsey – Registrar's Office, Ian Gawron – Registrar's Office

1. **Convene:** Hurd convened August 31, 2022 UCC Meeting

2. **Introductions:**

3. **Election of UCC Officers:**
    a. <u>Chairperson:</u> Hurd briefly explained the responsibilities of the chairperson position of the UCC. Kroesch nominated Califf to be the chair of the UCC. Paolucci seconded. All voted in favor.
    b. <u>Vice Chairperson:</u> Hurd briefly explained the responsibilities of the vice chairperson position of the UCC. Newport volunteers himself for the position. All members voted in favor.
    c. <u>Recording Secretary:</u> Hurd briefly explained the responsibilities of the recording secretary. Pence volunteered herself for the position. All members voted in favor.
4. **Liaison Assignments:**
    a. <u>Council of General Education:</u> Hurd briefly explained the CGE liaison position and that it is usually the chair of the UCC who holds this position. Califf agreed to be the liaison to CGE.
    b. <u>Council for Teacher Education:</u> Hurd briefly explained the CTE liaison position and how it is related to teacher education/teacher licensure. Kroesch volunteered for the position given her previous experience as the CTE liaison last academic year. Califf supported this.

Hurd explained the discovery that the Academic Affairs Committee liaison position did not seem to be outlined in various bylaws and that this potential issue is being resolved by the various bodies involved. The UCC will not have an Academic Affairs Committee liaison position until the bylaws discrepancies are resolved surrounding the matter.

5. **Review of UCC Responsibilities:**

   Hurd went over the New Member Document for the UCC, which outlined the UCC responsibilities and general information. Specifically, Hurd highlighted: UCC/GCC differences in responsibilities/jurisdiction, CGE/CTE responsibilities/jurisdiction, the IDEAS graduation requirement and information concerning it, the various resources for UCC members, and that the UCC reviews program proposals and not individual course proposals. Hurd continued discussion on the following subject: each level of approval for proposals (primarily department, college, and UCC/GCC), circulation of proposals, and what UCC reviewers should look for in their

reviews. Newport shared the importance of the outside perspective and how requirements might be read differently.

6. **Informational Items:**

Engineering Update:

Hurd began discussion on the new college of engineering and curriculum development. The update primarily discussed that curriculum is being worked on, that programs should be admitting students/beginning in 2025, the various committees involved, and the general structure of the programs. Hurd indicated that the programs will be mechanical, general, and electrical engineering degrees. Hurd shared that the structure was built to mirror the current existing structures of shared governance with, similar to the department-college-UCC structure. The discussion broadened with questions from Paolucci concerning hiring of faculty and if they will review/revise programs that are created. Hurd confirmed that will happen. Chen inquired when departments will be informed if their courses will be affected by the creation of the new programs. Hurd answered that there is not an exact timeline of when departments will be informed but affected departments will be informed as the curriculum is developed. Gawron (guest) had a question concerning future new faculty revising the programs and if the revisions could be substantial enough to warrant new program proposals. Califf responded that the new faculty members will aim to have their philosophies match the programs that are created, so fundamental overhauls of the programs should not occur.

Curriculum Workshop Update:

The curriculum workshop was briefly explained by Hurd. She indicated that it was primarily for initiators of proposals and curriculum committee members/chairs. Hurd indicated that the workshop attendance and interest has been high.

7. **Miscellaneous:**

There were general questions/comments from Califf concerning the Curriculum Forms system being phased out and replaced by a new vendor software. Hurd gave a timeline that the RFP is at purchasing and that it might still be a while before any new programs are implemented.

8. **Adjournment:**

Califf motioned a vote to adjourn. Kroesch seconded. The meeting adjourned approximately 4:20 pm.