UNIVERSITY UNDERGRADUATE CURRICULUM COMMISSION
MINUTES
October 17, 2012

Members Present: David Boyles, Dennis Ciesielski, Mark Meyers, Arthur Ranney, Chuck Steiner, Amanda Tucker, Mary Rose Williams, Jessica Symons (Student), Shane Drefcinski (ex-officio), David Van Buren (ex-officio), Dianne Hanten (Registrar’s Office), Becky Trefz (rec. sec.)

Members Absent: John Nkemnji, Philip Parker, Michael Sharkey

Visitors Present: Gordon Boren, Terri Burns, Jeff Huebschman, Osama Jadaan, Mike Momot, George Smith

Chair Arthur Ranney called the meeting to order at 4:04 p.m.

1. Approval of the October 3, 2012 minutes – David Boyles moved to approve the minutes, with a word correction to statement in 2.b. as noted by Mark Meyers: “New course program approval process has been developed.” Second by Dennis Ciesielski. Motion carried.

2. Approval of the October 17, 2012 agenda – Mary Rose Williams moved to approve the agenda with correction to item #1 to read, “Approval of October 3 (instead of September 19), 2012 minutes.” Second by Charles Steiner. Motion carried.

3. Move to Consent
   b. Document 12-17 Proposal for Changes to Existing Program – PSYCHOLOGY – Psychology Major, Minor, Emphasis (Psychology of Women)
   e. Document 12-20 Proposal for Changes to Current Course – MECHENG 3030 – Dynamical Systems
   g. Document 12-22 Proposal for Changes to Current Course – MECHENG 3300 – Fluid Dynamics
   i. Document 12-24 Proposal for Changes to Current Course – MECHENG 3430 –
4. New Business – None

5. Gen. Ed Review Housekeeping – Arthur Ranney and Shane Drefcinski

Arthur Ranney will be revising the calendar for the Gen. Ed. review schedule which will be posted on the UUCC web page. This, along with all of the necessary forms that are to be submitted to UUCC for the review process, may be found under a separated category labeled “2012-2013 Gen Ed Review.” The review process was clarified and a complete submission will consist of:

1. GenEdReviewForm.xls (available on UUCC webpage).
2. UUCC form Proposal for Changes to Current Course (available on UUCC webpage). (Only a department signature is required on this form.)
3. Syllabus for the course.
4. Two-year enrollment history for all courses in the program.
   • Subcommittee members as noted on calendar are charged with reviewing submitted materials and drafting a short report – including recommendations for action – to be submitted to the UUCC as a whole, on or before 4 p.m. on the date as noted in “Report Due” field. Reports should be submitted electronically to Becky Trefz to be posted on the Shared 1 server (UUCC Work Group).
   • Subcommittee members are reminded that no General Education course may fulfill requirements in more than two areas; the chair urges the subcommittees to set high standards and to carefully consider the implications of allowing a course to fulfill requirements in more than one area.
   • Items receiving a positive evaluation from the subcommittees will be placed on the General Education Consent Agenda of the UUCC. Items in the General Education Consent Agenda can
be moved from the Consent Agenda to the General Education New Business Agenda upon a successful motion to that effect.

- Items that the subcommittee perceives to be lacking in some vital way will be placed on the UUCC General Education New Business Agenda and will require two readings by the UUCC as a whole.

6. General Education Submissions Available on Shared Drive –
   b. Document GE12-02 Proposal for Changes to Current Course (Freshman Composition) – ENGLISH 1130 – Freshman Composition
   c. Document GE12-03 Proposal for Changes to Current Course (Freshman Composition) – ENGLISH 1230 – Freshman Composition

Due to clarification needed for the review process, no action was taken on Item #6.

7. Announcements – Due to time constraints, the chair requested that only necessary announcements be made.
   a. Associate Vice Chancellor David Van Buren – None
   b. Academic Planning Council (APC) – Mark Meyer – None
   c. Assessment Oversight Rep & Dir. Gen Ed/Assess. Coordinator (AOC) – Shane Drefcinski – Noted that the WE component of Gen Ed requirements should make it on the next faculty senate agenda.
   d. University International Education Committee (UIEC) – Review minutes – None
   e. Other – Dennis Ciesielski announced that the training sessions for WE are going well.

The next UUCC meeting will be held Wednesday, November 7, 2012 at 4 p.m. in Ullsvik 2007.

David Boyles moved to adjourn the meeting, second by Dennis Ciesielski. Motion carried. The meeting was adjourned at 5:14 p.m.

Respectfully submitted,

Philip Parker, secretary and
Becky Trefz, recording secretary