University Curriculum Committee Minutes for September 6, 2012

**Members Present:** Becky Bailey, Matt Baker, Janet Bertog, Mary Bucklin, Mei Mei Burr, Emily Detmer-goebel, Linda Dynan, Allen Ellis, Sean Foley, Cindy Foster, Richard Fox, Michael Hatton, David Hogan, Jim Hughes, Lisa Jameson, Eric Knechtges, James Koschoreck, Trina Koscielicki, Hilary Landwehr, Isabelle Lagadic, Linda Marquis, Trey Morgan, Joe Nolan, Terry Pence, Sara Pulte, Shauna Reilly, Tracy Sigler, Lynn Smith, David Thompson, Belle Zembrodt. **Liaisons Present:** Mary Huening, Mary Lepper, Jason Moore, Debbie Poweleit, Casey Prather

1. Call to Order
2. Approved of Minutes from 4-19-2012
3. Additions/deletions from the meeting
4. Chair's Report
   Gave summary report to Faculty Senate at our August meeting.
   Mary Lepper has workshops set for September 17, 18, & 19
   Curriculum process review (here is a document provided to new department chairs)
   Here is a style guide for course descriptions and titles
5. Initiatives for 2012-2013:
   - Adopt program changes required by CPE – (50% rule by CIP code)
   - Fix catalog errors – forms must be submitted
   - Revise curriculum manual – in the Spring
6. Curricular Items
   a - College of Arts and Sciences - None
   b - College of Business - None
   c - College of Education and Human Services
      Counseling, Social Work, and Leadership: SWK 450 (H: syllabus unavailable)- APPROVED – Being taught in Spring 2013 as SWK 594
   d - College of Health Professions - None
   e - College of Informatics - None
   f - General Education – We no longer have to have a Gen Ed Subcommittee – now through Faculty Senate
   g - Other Programs - None
7. New Business
   - Discussion (reminder) of new UCC bylaws
     Would like UCC entries to be submitted by UCC rep, Department Chair, or Program Director
     Term changes can go directly to Richard – just need signed forms
   - For catalog copy – style corrections or previously approved corrections are OK

**DEADLINES for 2013 catalog inclusion:**
   - New Program Proposals – 10-04-12
   - Graduate coursework – 10-25-12
   - Undergraduate coursework – 11-15-12
     IF TEEC – By 10-15-12
   - New web site demonstration
8. Adjournment