UNIVERSITY CURRICULUM COMMITTEE

Wednesday, September 12, 2012
10:00-12:00 – Provost’s Conference Room

Minutes

Guests: C. Blackaller, J. Dote-Kwan, L. Langford, D. Hembacher

1. Call to Order 10:13 am

2. Approval of Agenda: J. Davis moved to approve. C. Bordinaro seconded. M/S/P
   a. Approved

3. Approval of May 9, 2012 Minutes: K. Chai moved to approve. C. Bordinaro seconded. M/S/P
   a. Approved

4. C. Jacobs- Welcome and introduction of committee members.

5. 2012-13 Curriculum Calendar
   a. T. Haney- Calendar lists the deadlines that items need to be submitted for inclusion in the Curriculum Register, scheduler dates, moratorium dates, and Chancellor’s Office deadlines for Fast Track programs. University catalog deadlines have not been inserted yet. The calendar will be posted online once minor revisions are made for campus community.
   b. C. Jacobs- All department chairs need this information for deadlines to get items through the curriculum process and into the catalog by the required/desired term.

6. Curriculum Guide Overview

FC = frozen course, MC = modified course, NC = new course, RC = retired course FP=frozen program, DP=discontinued program, MP = modified program, NP=new program
a. C. Jacobs- The review of the Curriculum Guide ongoing process to update. The wording has been updated.

b. T. Haney- It has not been decided if the new curriculum proposal forms will be used. Art and Design used them and didn’t like them. Math did not have an opportunity to pilot the new forms. Business has said they are going to try them. At this time, reviews are not stellar.

c. K. Bragg- feedback is that the forms are complex and cumbersome to go through. Faculty could not fit what they wanted to say in the space allotted. Come up with something to help people.

d. M. Furusa- Identify what they need help with.

e. J. Davis- Suggested separate sheet/guide to help with each question to assist with answer.

f. K. Bragg- advised that the new forms not be thrown out; suggested making them more user-friendly with more explanation. For example, do a one-on-one instruction with faculty.
   i. J. Bersi- hold a workshop on how to use the form for faculty who want to pilot the form.
   ii. M. Furusa- scheduling time-certain at chair’s council meeting and they can give feedback.
   iii. C. Jacobs- we need to remind the faculty/departments that if the forms are completed correctly then proposals will not get sent back from UCC for revision.

g. J. Davis suggested a “How-To” Guide on the UCC website that includes screen shots as a visual walk through of the process.

7. UCC Roster

a. There are currently 3 vacancies on UCC: CBAPP- CBAPP Associate Dean Tom Norman is working on electing a representative. Academic Senate has the call out to select a representative. Graduate Council chair should be elected at the first meeting on Monday, September 17th.

8. Old Business- Curriculum Proposals- Special Education

FC = frozen course, MC = modified course, NC = new course, RC = retired course FP=frozen program, DP=discontinued program, MP = modified program, NP=new program
a. C. Bordinaro- one of pending issues was lack of impact statements.
   i. T. Haney- the impact statement has been prepared and is waiting for
      the CPS Dean's signature. It will be submitted it to Academic
      Programs after it is signed.
C. Blackaller- started last spring. Focus today MASPE and Credential Auth. Gave overview
of the program modification.

9. UCC 11-12 126 MA Special Education MP
   a. C. Bordinaro moved to approve pending receipt of revised syllabi. J. Davis
      seconded. M/S/P
      i. Approved Pending
   b. C. Blackaller- modification includes changing from 3 options to 1 option which
      makes the MA a stronger program and a more advanced degree.
   c. J. Dot-Kwan distributed and gave an overview of a cost analysis of the
      WTU's per semester for the Special Education MA programs.
      i. The revised/proposed program is 36 WTUs. Existing (current) 37.5
         WTUs. Proposed cheaper by 1.5 WTUs per semester.

10. UCC 11-12 129 SPE 582 NC
    a. C. Bordinaro commented that she is happy to see the research course and looks
       forward to seeing students in the library.
    b. J. Davis- Disabled Student Services office has relocated; confirm and update
       the phone number.
    c. J. Bersi- course proposal form Item #6 lists GED 500 as required as
       prerequisite. Item #18b states no prerequisites are required for the course.
       i. C. Blackaller- it is her personal recommendation to remove the
          prerequisite to the faculty. There will be further discussion about this.
    d. C. Bordinaro moved to approve pending correction to prerequisite on proposal
       form. J. Gasco seconded. M/S/P
       i. Approved Pending

11. UCC 11-12 130 SPE 583 NC
FC = frozen course, MC = modified course, NC = new course, RC = retired course FP=frozen
program, DP=discontinued program, MP = modified program, NP=new program
a. C. Bordinaro – minor typo: SLO #5 “critically discuss”.

b. C. Bordinaro moved to approve. K. Chai seconded. M/S/P
   i. Approved

12. UCC 11-12  131  SPE 584  NC
   a. L. Stallworth- Typos grading B+ should be 87; Grades D/F both list 63%.
      i. Grading scale needs to be revised.
   b. Typo- Activity #6 “SPE 858”; should be “585.”
   c. M. Furusa moved to approve pending correction of grading scale and typos. K. Chai seconded.
      i. Approved Pending

13. UCC 11-12  132  SPE 585  NC
   a. T. Haney- Asked if the department wanted enrollment restrictions to be enforced electronically.
      i. J. Dote-Kwan- Yes; the department will give permission numbers to students to override the restriction.
   b. K. Chai moved to approve. J. Davis seconded. M/S/P
      i. Approved

14. UCC 11-12  140  SPE 542  RC
15. UCC 11-12  145  SPE 507  RC
16. UCC 11-12  145 (a)SPE 524  RC
17. UCC 11-12  148  SPE 544  RC
18. UCC 11-12  149  SPE 546  RC
19. UCC 11-12  150  SPE 562  RC
   a. J. Davis moved to retire the courses. K. Chai seconded. M/S/P
      i. Approved- Retired

20. UCC 11-12  152  SPE 504  NC
   a. M. Furusa moved to approve. C. Bordinaro seconded. M/S/P
      i. Approved

21. UCC 11-12  153  SPE 523  MC
   FC = frozen course, MC = modified course, NC = new course, RC = retired course FP=frozen program, DP=discontinued program, MP = modified program, NP=new program
a. Justification grammatically error “need”- should be “needed”
b. L. Stallworth- asked if the course is going to change from being multicomponent. C. Blackaller- the course will stay the same.
c. J. Gasco moved to approve. C. Bordinaro seconded. M/S/P
d. Approved

22. UCC 11-12 154 SPE 525 MC
   a. Justification grammatically error “need”- should be “needed”
   b. C. Bordinaro moved to approve. J. Han seconded. M/S/P
      i. Approved

23. UCC 11-12 155 SPE 526 MC
   a. C. Bordinaro- Minor typo: p. 3 Learning Activities. L is underlined; not italicized.
   b. C. Bordinaro moved to approve. K. Chai seconded. M/S/P
      i. Approved

24. UCC 11-12 156 Early Childhood SPE Credential Authorization MP
   a. K. Chai moved to approve. C. Bordinaro seconded. M/S/P
      i. Approved

25. Adjourn: 11:33am