

## Minutes

University Curriculum Committee  
November 12, 2015  
CSS 302 – 12:00 Noon

- I. Present: Fadayomi (chair), Boncher, Eklin, Holton, Hutchinson, Marion, Motz, Pole  
Excused: Brecken  
Ex-Officio/Senate: Gramza, Johnson, Piercey, Weller  
Administrative Assistant: Hadley
- II. Approved Minutes of November 4, 2015
- III. Business

<b>Proposal Number</b>	<b>Title</b>	<b>Action/Votes</b>	<b>Senate Action / Concerns/Reasons/Updates</b>
16-023 MCC BUS	Accounting – Modify Prerequisites for ACCT 370	Approved 7-0	
16-027 ND HP	New Graduate Program – Doctorate of Nursing Practice	Tabled	No UGPC form, and other issues
16-028 NC HP	New Certificate – Cancer Information Management	Approved 7-0	
16-029 MCC BUS	MGMT 488 New Outcomes	Approved 7-0	
16-030 MCC BUS	RMIN 253 – Personal Insurance Prerequisite Removal	Tabled	Missing form E
16-031 NC HP	Certificate in Long Term Care	Approved 8-0	
16-032 MC HP	Modifications for DMOL 210 Outcomes and Assessment Plan	Approved 8-0	Effective date change
16-033 MCC HP	Respiratory Care AAS Program Admission Requirement Revision	Tabled	Proposed course to be added not in the catalog

### Other Business

UCC discussed Victor Piercey’s memo that he sent out on November 6, 2015 to all members. In the memo, Victor requested for rule change that will exempt his upcoming proposal from the UCC standard approval process. The requested exemption are:

1. That Victor acts as an agent for submitting proposal modification for other colleges.
2. To ONLY require form F and no checksheet or any other form to make the requested prerequisite update changes.
3. To combine multiple prerequisites' modifications from different colleges as one single proposal.
4. To use only Victor's proposal form A for all the different colleges' prerequisite changes.
5. Use only Victor's consultation proposal form B serve as evidence of conversations that have taken place.
6. To accept Victor's individual consultation with the departments and programs as the process to use to inform students of prerequisite changes

Victor's rationale for requesting the exception include:

- "1. The primary rationale is that many (if not all) of these departments do not have an incentive on their own to update their prerequisites.
2. In the interest of reducing student debt and allowing other programs to consider using MATH 109/114.
3. Waiting for a department to create their own proposal to update prerequisites is not realistic and may delay (perhaps permanently) the proposal to create these courses.
4. Some departments may choose to not change their prerequisites. "

When asked how the students and advisors will be notified of the prerequisite change if the change is not reflected in the checksheet. The response was that the advisors know because he (Victor) spoke with the departments and the programs; and the students will be notified through the advising process.

On the question of how the information on forms E and F will match if an updated form E is not submitted along with a Form F when the prerequisite change proposal is submitted. The answer was that "the Associate Provost for Operations will work out a process to use this paperwork to update the catalog." There was no explanation of how or when the process will be worked out by the AVPAO.

Another question asked was how these changes to the curriculum review process will impact future proposals. The response was that the request was only for Victor's proposal and not any other future proposal. Therefore, all other proposals will continue to submit forms A, D, E and F for prerequisite changes as outlined in the UCC Manual.

On the issue of reducing students' debt, it was mentioned that the exemption could indeed increase students' debt and time to graduate if there is no process in place to adequately inform students and advisors of the prerequisite change.

Other points discussed in favor of the exemption request is that Victor's new courses are "innovative" and that UCC should focus on the innovative nature of the course rather than the process or forms. Members were reminded that while some may see the forms as piece of paper, the contents of those forms are what guide our institution towards curriculum

excellence, and are the tools that allow us to fulfil our institution mission and adequately serves our students in the pursuit of their education.

Victor's memo also include the following exception requests for the College of Business' upcoming related proposal.

1. No program outcome or revision of program outcome for courses changing prerequisites.
2. Do not require complete checksheet but only first page.
3. Only accept Form F to update the prerequisite.

David Marion added that the rationale for COB's request, made through Victor, is that they are only changing prerequisites and nothing else.

The request was tabled until our next meeting on November 17<sup>th</sup>. Other aspects of Victor's memo are tabled for discussion at a later date.

Meeting was adjourned at 1:15 pm.