**University Curriculum Committee**

Minutes of Wednesday, September 19, 2007

**Proposed Agenda (Meeting #2)**

Approval of the Agenda

 *Approved*

Approval of Minutes

 *Approved*

Report from the Chair

 *Review the roles & responsibilities page from UCC that Linda Goossen passed out last week. Review proposals in light of these roles & responsibilities. Is the proposal sound and does it meet the mission of GVSU?*

 *Encourage each member to make a hard copy of each proposal. Process Possibilities: approve, deny, table, or request amendments (FYI – the online system does not maintain old copies and any changes that are made.) Two reviewers per item.*

 *Blackboard is used for paper versions, minutes, & agenda. Future proposals will all be submitted on the online curriculum development system.*

 *Martin Burg suggested that Lisa Haight may want to make PDF copies for the old versions – Chair will look into this possibility.*

Report from the Provost

 *Wednesdays after UCC has met and approvals, Provost’s office will review by Friday of the same week. Memo’s and hard copies of the documents go forward to the Provost for signature. Once approved by the Provost then goes directly to the Registrar. Better tracking of the approval memos will be followed this year.*

 *Prerequisite/Co-requisite Initiative: Follow up from last week.*

 *3 pieces regarding this initiative*

 *1. Program Review – decrease the number of prerequisites and move students along more quickly and efficiently.*

 *2. Look at Prerequisites to better explain “qualitative” type comments*

 *3. Discussion of Prerequisites being monitored by the Banner system). The Banner system is still being discussed. Nancy suggests that UCC may want to hold some faculty forums regarding the Banner system prerequisite “switch”. UCC may want to discuss this at future meetings.*

*NorthCentral Accreditation Update – Julia Guevara – first draft of accreditation report will be out in November for comments on the UCC related topic areas. Where does basic skills fall – is it UCC, Gen Ed, or other colleges or departments – UCC needs to consider it (Ex: MTH 110 or ENG 150 – why is the university requiring this minimum competency and who reviews and approves such things).*

Discussion/Action Items:

UCC Representation at curriculum training sessions

*Does the UCC need representation at the curriculum training sessions? Volunteers? Electronic submission training sessions may have questions related to policy and procedure type questions. Ben Rapin only does the technical website flow, not policy or procedure issues. It would be nice to have at least one representative from the UCC at each session. Members to check their calendars – Chair will email a reminder.*

Math Major w/ 2nd Ed Emphasis

*What is meant by the fact that a unit needs "evidence of communication" of effected units? Proposals must show evidence of communication with other units that are affected or may be affected. What does UCC mean and should this committee spell out the specifics? Ownership is on the proposer to make some sort of contact, whether the affected unit supports or not – not an algorithm for approval. Who should be contacted? UCC believes that the proposer must show evidence of some sort of communication and a reasonable amount of time is given for those to respond.*

Graduate Council Curriculum Development Guidelines

*Graduate Council Curriculum Development Guidelines. If you were at last*

*meeting, you have this in hard copy. Otherwise, it is on Bb. UCC will discuss next week further.*

**Proposal Reviews**

 **Everyone:** Movement Science Faculty (Rick & Dana) Present for Clarification

#4823 Sport Leadership PCR
*Action: Tabled*

#4824 MOV 202

*Action: Tabled*

#4825 PED 260
*Action: Tabled*

#4826 PED 261
*Action: Tabled*

#4827 PED 262
*Action: Tabled*

#4828 PED 263
*Action: Tabled*

#4829 PED 355
*Action: Tabled*

#4830 PED 356
*Action: Tabled*

#4831 PED 460
*Action: Tabled*

#4832 PED 490
*Action: Tabled*

#4833 PED 495
*Action: Tabled*

#4834 PED 254
*Action: Tabled*

**Adjournment:** *Committee agreed to table the above Movement Science proposals until next week’s meeting. At that time, the committee will accept comments for each proposal. Meeting Adjourned at 3:55pm.*