

To: Karen Gipson, ECS Chair
From: Robert Adams, UCC Chair
Subject: **UCC End of Year Report 2014/15**
Date: April 10, 2015



During the 2014-15 academic year UCC fulfilled its regular responsibilities as outlined in the faculty handbook. As of April 10, 2015 UCC has reviewed...

Course changes	127
New certificates	2
Drop courses	10
New courses	117
New emphases	1
New program proposals	3
Program changes	45
Program moratoria	2
Total proposals	307 ¹

In additional, UCC responded to most of the charges from ECS/UAS.

Charge 1. Continue reviewing the university SWS requirement, specifically its role, purpose, effectiveness, and assessment oversight. Examine writing policies at other universities and consult with appropriate faculty governance committees such as the General Education Committee, the Writing Skills committee and the Writing Department to develop a strategic direction for the SWS program.

UCC worked with the Writing Skills Committee to fulfill this charge. After several meetings, as well as receiving a report from the Writing Skills Committee, UCC is convinced that the SWS program at GVSU represents best-practices in the teaching of writing. Peer and aspirant programs, along with current practices in writing pedagogy were examined to make this determination. UCC makes no recommendations at this time, although UCC is considering ways to add SWS review to Sail. UCC wishes to thank the Writing Skills Committee and the Writing Across the Curriculum Director for their dedication and effort.

Charge 2. Continue the process of defining a student credit hour and develop a process for units to request legitimate exceptions for internships, practicums and co-ops, especially when such courses are needed for accreditation.

UCC is finalizing this charge and hopes to have a final credit hour definition by the end of the summer. In summary, using information gathered from GVSU academic units, models from other universities, as well as guidance from GVSU's accreditation officer, UCC has created a final draft definition. Only the final format and reporting needs to be completed, and should be sent to ECS/UAS in early Fall 2015.

Charge 3. Complete the implementation of new cognate policies.

At the beginning of the academic year five units were noted as being out of compliance with the new BS degree policy. As of this writing UCC approved program changes from two units to bring their programs into compliance. One unit has as program change waiting for UCC review. Two units have reported to UCC that they are still diligently working

¹ A new UCC record! UCC expects to review approximately 20 more proposals through finals week.

on their proposals. UCC will continue to follow up with these two units to ensure they respond to the BS degree policy. Therefore, UCC considers this charge to be completed.

Charge 4. Consult with the Chairs of the College Curriculum Committees to explore ways to streamline the curricular approval process, and make recommendations for best practices. (For example: it may be useful to develop an official statement of what "unit approval" means.)

UCC views this less of a semester-long charge and more of an ongoing activity. The bulk of the streamlining activity occurred during the Summer of 2014. Since then UCC has overseen several modest changes to help facilitate both authors and reviewers, primarily in the form of changes to the curricular forms. In addition, UCC has approved a new process where new minors that do not involve any new classes can be created with a relatively simple Program Change Request (originally, all new minors had to go through the New Program Prospectus and New Program Proposal phases). UCC will continue to look for ways to refine the review process, and to make the curriculum process more efficient and hassle-free.

Charge 5. Report on Internationalization Task Force recommendations for undergraduate courses.

Because of the curricular workload this year, UCC did not get a chance to review the recommendations. We will most likely do so in the Fall.

Discussion Items

1. In conjunction with Graduate Council, updated the definition of the grade types that appear in the handbook.
2. Recommended to UAS revisions to the membership of the New Program Council.
3. Published guidelines for the review of new certificate proposals.
4. Reviewed a draft policy on study abroad grades from APSC.