

UNDERGRADUATE CURRICULUM COMMITTEE POLICY COMMITTEE

April 4, 2006
2:00-4:00 p.m.

ACC 312

MINUTES

I. MINUTES OF 3/7/06 UCCPC MEETING

➤ **APPROVED.**

II. MINUTES OF MARCH PANEL MEETINGS

- A. ARTS AND HUMANITIES - **ACCEPTED**
- B. OVERSEAS STUDIES – *handled via email* - **ACCEPTED**
- C. SCIENCE AND ENGINEERING – **ACCEPTED**; some discussion re: concern that there may be instances when curriculum requests are changed by a dean without consultation with the department when a proposal is sent for approval and forwarded to the Curriculum office.
- D. SOCIAL SCIENCE - **ACCEPTED**
- E. DIVERSITY REQUIREMENT COMMITTEE - **ACCEPTED**

III. DEFERRAL ADDENDUM

➤ **APPROVED**

IV. ADMINISTRATIVE ACTIONS

➤ **APPROVED**

V. CURRICULUM REFORM PROPOSALS

FROM THE MINUTES OF THE 3/7/06 UCCPC MINUTES: NOT ON THE AGENDA, BUT DISCUSSED. Provost Nikias produced a memo to academic deans asking them to provide Elizabeth Garrett's office with a document outlining how each school conducts curriculum review, by March 31. The first submissions will be provided for UCCPC review at the April meeting.

- **DEFERRED.** A subcommittee consisting of Ken Servis (chair), Tom Hollihan, Peter Beerel, Elizabeth Garrett, and Frances Fitzgerald was formed, to review all the school submissions and make notes and recommendations about each one, to be reported on at the May UCCPC meeting. All members of the UCCPC are asked to review and comment on the reports. A few schools (Pharmacy, Cinema-TV, and OT/PT) had not yet responded; Beth Garrett indicated she would follow up to request these missing reports. Once the school Curriculum Review Procedures are approved, they will be put up on the curriculum page of the faculty portal. Asking schools to examine their own curriculum review processes appears to have encouraged the schools to write down their procedures and review carefully the procedures they follow. While they are thinking about it now is a good time to ask pointed questions about various areas of concern.

Members present

Beerel, Peter
Cummings, Thomas (chair)
Glasgow, David (ex-officio)
Fitzgerald, Frances (support staff)
Garrett, Elizabeth (ex-officio)
Gould, Christopher
Hollihan, Thomas
Servis, Kenneth (ex-officio)
Ongaro, Giulio
Seip, Terry (for SSP)
Starr, Peter

Members absent

Bickers, Gene (ex-officio)
Emily Fetting (student)
Joann Farver (for DRC)
Habinek, Thomas
Kaplan, Elaine Bell (Spring only)
Lamy, Steven
Willard, Dallas

Guest

Thomas Cummings
Chair

Date