

UNIVERSITY CURRICULUM COMMITTEE MINUTES

A regular meeting of the University Curriculum Committee was held on **May 4, 2018** at 2:00 p.m.

The meeting adjourned at 4:00 p.m.

Minutes

The minutes of April 27, 2018 were electronically approved on April 30, 2018.

Consent Agenda

The Consent Agenda was approved.

Please note: Approved curriculum changes are summarized below. Additional details may be viewed in the Curriculum Management (CIM) system by clicking on the hyperlinked course number or program title below. Once a course proposal is approved to the “Curriculum Liaison Specialist - hold for FC approval” queue in the CIM workflow, the course should be available to be added to the Class Schedule in ARIES/Banner (contingent on the effective term approved by UCC and Scheduling deadlines).

Exception Request for Third Experimental Course Offering			
Course #	Course Title	Notes	Effective Term
LSPA 381A2	Work With Spanish-speaking Youth and Families	Permanent course proposal: LSPA 347 . Previous offerings: Spring 2018; Fall 2017.	Fall 2018

Miscellaneous Memo Requests	
Request	Notes
New Subject Code Request: PPA (Public Policy and Administration)	The Department of Political Science requests a new subject code (PPA) to facilitate the creation of a new graduate degree program titled Master of Public Policy and Administration. This program is designed to seek and receive accreditation from the Network of Schools of Public Policy, Affairs, and Administration (NASPAA). This accreditation requires a formalized process of assessment and evaluation each year that will be difficult to track without a clear subject code for students completing this program. At minimum, having a new subject code, PPA, specific to this new program will streamline the process of tracking and measuring student outcomes as required by NASPAA.
Request to Temporarily Stop Admission to the Minor in Arts Leadership and Administration (ARLQ)	The College of Liberal Arts and the LEAP Institute for Arts will work with students who have already declared the minor to complete their requirements. This suspension will give us time to reevaluate how best to support the undergraduate portion of the curriculum.
Prohibit use of titles/topics on courses that have not been approved	In the scheduling process, departments have added topical titles to courses. This is not limited to group or independent studies. These unapproved titles/designations have been transcribed. These titles/labels have been used to designate sections, locations, etc. There has not been any review or approval through a curricular process to assure avoiding title overlap/repetition; appropriateness (connotation to the outside); use to distinguish sections, etc. There are options to this practice as 1) providing information on the 'course description screen' in the scheduling process (to direct students to the appropriate section, only the approved course title will be on the transcript-- not the added information); 2) proposing experimental courses (will be transcribed) or 3) adding subtopics (as 292 A [title to reflect content]) to obtain an approved course title (will be transcribed). Therefore, effective Spring 2019, titles/topics will no longer be added to course titles in the scheduling process unless the course has been approved through the University curricular process.

New Courses			
Course #	Course Title	Notes	Effective Term
AREC 513	Idea Evaluation in Agricultural Value Chains	2 credits. Graduate only; offered as Distance/Online and Face-to-face.	Fall 2019
AREC 519B	New Venture Communication: Making the Pitch	1 credit. Graduate only; permanent partial semester; offered as Distance/Online and Face-to-face. <i>Statements regarding non-disclosure agreements and intellectual property may need to be revised pending General Counsel review.</i>	Fall 2019
AREC 586A	New Venture Launch Practicum: Explore and Validate Value Proposition	2 credits. S/U only; Graduate only. <i>Course title conditional on consultation with College of Business. Statements regarding intellectual property may need to be revised pending General Counsel review.</i>	Fall 2019
AREC 586B	New Venture Launch Practicum: Communicate, Design, and Iterate	2 credits. S/U only; Graduate only. <i>Course title conditional on consultation with College of Business. Statements regarding intellectual property may need to be revised pending General Counsel review.</i>	Fall 2019
AREC 586C	New Venture Launch Practicum: Final Evaluation, Presentation, and Launch	1-6 credits. S/U only; Graduate only. <i>Course title conditional on consultation with College of Business. Statements regarding intellectual property may need to be revised pending General Counsel review.</i>	Fall 2019
D 392	Dance Seminar	1 credit. <i>A program proposal will need to be submitted in CIM to add this as a required course for the Dance B.A.</i>	Spring 2019
ECE 541	Applied Electromagnetics	Offered previously as experimental course ECE 580B5.	Spring 2019
ENGR 569	Cybersecurity Awareness for Systems Engineers	Offered as Distance/Online and Face-to-face; offered previously as experimental course ENGR 580A4.	Spring 2019
ENGR 570	Coupled Electromechanical Systems	Offered as Distance/Online and Face-to-face; offered previously as experimental course ENGR 581A2.	Spring 2019
ERHS 484	Supervised College Teaching	1-3 variable credits; Instructor Option grade mode.	Spring 2019
IDEA 450	Design Thinking Collaborative	4 credits (1-3-0); required in the proposed new <u>Certificate in Design Thinking</u> .	Spring 2019
NSCI 170	Perspectives and Communication in Science	1 credit; offered previously as experimental course NSCI 180A2.	Spring 2019
NSCI 575	Ethical Issues in Big Data Research	1 credit; permanent partial semester; offered previously as experimental course NSCI 580A2.	Spring 2019
SPCM 360	The Personal Lens – Making Media	Offered previously as experimental course SPCM 380A2.	Spring 2019
SPCM 453	Global Media Cultures	Offered previously as experimental course SPCM 380A1.	Spring 2019
VS 301	Research Seminar on Human-Animal Interactions	1 credit collaborative seminar between Washington State University and CSU; online only; offered previously as experimental course VS 280A1.	Spring 2019

Major Changes to Courses			
Course #	Course Title	Notes	Effective Term
ANTH 459	Mediterranean Archaeology	Addition of Distance/Online offering.	Spring 2019
BSPM 356B	Horticultural Entomology: Food Crops	Edits to offering term and course learning objectives.	Spring 2019
BSPM 356C	Horticultural Entomology: Landscape Plants	Edits to offering term and course learning objectives.	Spring 2019
ETST 411	Black Feminism	Edit to offering term; addition of Distance/Online offering.	Spring 2019
MU 647	Historical Foundations of Music Therapy	Edit to offering term; previously offered as Distance/Online and Face-to-face, but proposed as Distance/Online only.	Spring 2019

Guaranteed Transfer (GT) Pathways Course Resubmissions: (GT-SC1)			
Course #	Course Title	GTP Category/Notes	Effective Term
PH 111	Descriptive Physics of Everyday Phenomena Laboratory	Edits to course title. Natural & Physical Sciences – Course with Required Laboratory (GT-SC1) Existing AUCC Cat 3A	Spring 2019

Guaranteed Transfer (GT) Pathways Course Resubmissions: (GT-SC2)			
Course #	Course Title	GTP Category/Notes	Effective Term
LIFE 201B	Introductory Genetics: Molecular/Immunological/ Developmental	Natural & Physical Sciences – Lecture course without Required Laboratory (GT-SC2) Existing AUCC Cat. 3A	Spring 2019

'Grandfathered' Doctoral Program		
Program Title	Notes	Effective Term
Ph.D. in Cell & Molecular Biology	This Ph.D. was approved effective Spring 1996 – specific approval dates below: <ul style="list-style-type: none"> • Graduate Council: 5/18/1992 • UCC: 10/30/1992 • Faculty Council: 5/4/1993 • State Board of Agriculture: 5/3/95 • CCHE: 10/5/95 	Spring 2019

New Undergraduate Certificate		
Program Title	Notes	Effective Term
Certificate in Design Thinking	In the past three years there has been discussion at CSU across disciplines (e.g. art, engineering, design and merchandising, landscape design and business) related to "design thinking. This certificate offers students exposure to and engagement with design thinking practices and processes via service-learning projects. An interdisciplinary approach will be used that invites all students and faculty to engage in discussion and problem solving processes.	Spring 2019

Major Changes to Existing Programs		
Program Title	Notes	Effective Term
<u>Ph.D. in Applied Developmental Science</u>	Addition of information regarding credits from master's programs; addition of courses to elective list; removal of 3 credits of out-of-department electives; addition of footnote for Research Methods/Statistics elective. These updates reflect department's internal advising documents.	Spring 2019
<u>Major in Art (BA), Art History Concentration</u>	Addition of courses to the Upper-Division Art History electives list; addition of portfolio review requirement upon completion of 20-22 credits, in order to differentiate between the BA and the BFA degrees. The portfolio review will allow for assessment of students who are interested in a more academic degree (BA) from students who will focus on a more intensive art and design program of study (BFA).	Fall 2018

Program Deactivations			
Program Title	Notes	Last term students may be admitted	Last term students can complete
<u>Major in Interior Design</u>	Replaced by the <u>Major in Interior Architecture and Design</u> (UCC approved 3/23/18)	Summer 2018	Fall 2020
<u>Master of Arts in English, Rhetoric and Composition Specialization, Plan A & Plan B</u>	Replaced by the: <ul style="list-style-type: none"> • <u>Master of Arts in English, Plan A, Writing, Rhetoric, and Social Change Specialization</u> • <u>Master of Arts in English, Plan B, Writing, Rhetoric, and Social Change Specialization</u> (UCC approved 3/23/18) • 	Summer 2018	Summer 2023
<u>Major in Theatre, Playwriting and Dramatic Literature Concentration</u>	Department is transitioning to new major options.	Fall 2018	Spring 2022

Other Business

- Brad Goetz was approved as the 2018-19 UCC Chair.
- The UCC Curriculum Deadlines for Spring 2019-Fall 2020 were approved – see document after the Consent Agenda.
- Reviewed draft of the 2017-19 UCC Annual Report (to be submitted to Faculty Council this summer).
- Recognized long-term service to the University Curriculum Committee:
 - Carole Makela, College of Health and Human Sciences – 20 years (11 as Chair)
 - Sally Sutton, Warner College of Natural Resources – 10 years (1 as Chair)
 - Brad Goetz, College of Agricultural Sciences – 10 years
 - Paul Mallette, College of Business – 9 years

CONSENT AGENDA

Experimental Courses – 1st offering			
Course #	Course Title	Notes	Effective Term
ANTH 281A2	Introduction to Museum Studies	No permanent course proposal found.	Fall 2018
CIVE 580B4	Quantitative Exposure Science	No permanent course proposal found.	Fall 2018
ENGR 581A3	Cost Optimization	No permanent course proposal found.	Fall 2018
MECH 580B1	Industrial Gas and Dual-Fuel Engines	No permanent course proposal found; offered as Distance/Online and Face-to-face.	Fall 2018
MECH 580B2	Mechanical Vibrations	No permanent course proposal found; offered as Distance/Online and Face-to-face.	Fall 2018

Minor Changes to Courses			
Course #	Course Title	Notes	Effective Term
FIN 311	Debt Securities Analysis	Edit to offering term: Fall, <u>Spring</u>	Spring 2019
FIN 442	Employee Benefits and Retirement Planning	Edit to offering term: Fall , Spring	Spring 2019
FIN 475	International Business Finance	Edit to offering term: <u>Fall, Spring</u> Every	Spring 2019
MGT 478	Global Supply Chain Management	Edit to prerequisites: MGT 375 and MGT 376 or <u>concurrent registration: MGT 376</u> MGT 376 and MGT 377 or <u>concurrent registration: MGT 377</u> or <u>concurrent registration. MGT 375 and MGT 377</u>	Spring 2019

Minutes electronically approved by the University Curriculum Committee on 5/7/18.

Carole Makela, Chair
 Shelly Ellerby and Susan Horan, Curriculum & Catalog

FOR SUBMITTING COURSE AND PROGRAM PROPOSALS 2018-2019

- Login to [ARIESweb](#), and click on the Curriculum Management (CIM)-Courses link or Curriculum Management (CIM)-Programs link to submit the appropriate form. CIM help documents are available on [ARIESweb](#).
- Address questions related to your course and program proposals to your [University Curriculum Committee \(UCC\) college representative](#).
- Please allow **several weeks** for proposals to be reviewed by affected departments and the college **prior** to the deadlines below. Proposals must be approved in CIM by the department and college curriculum committees, all affected departments, the UCC college representative, and the college Dean's office prior to UCC consideration.
- Incomplete or inadequately prepared submissions will be returned for completion/resubmission and may not meet the submission deadline.
- The UCC generally meets every Friday during the Spring and Fall terms with the exception of Fall break, Spring break, and finals week. Curriculum proposals may not be reviewed at every UCC meeting; one meeting each month may be reserved to discuss issues or policies relevant to curriculum.
- Differential Tuition and Special Course Fee (due February 1st) request processes are separate from the curricular approval process – see the [Office of the Provost website](#) for those deadlines and policies.

Completed proposals must be out of the College or SAU workflow in CIM by the dates shown.

	Effective Spring 2019	Effective Summer 2019	Effective Fall 2019	Effective Spring 2020	Effective Summer 2020	Effective Fall 2020
Courses (all levels)						
Changing or deactivating existing courses	9/14/18	10/12/18	12/14/18	9/13/19	10/11/19	12/13/19
New courses (If new course will be listed in a program proposal, refer to program deadlines below)	10/5/18	12/14/18	2/1/19	10/4/19	12/13/19	1/31/20
Experimental courses	11/16/18	4/12/19	7/19/19	11/15/19	4/10/20	7/17/20
Study Abroad courses (1st offering)	2/2/18	9/14/18	9/14/18	2/1/19	9/13/19	9/13/19
Subsequent offerings [A CIM proposal must be submitted for each non-permanent (-82) offering]	(3/2/18)	(10/12/18)	(10/12/18)	(3/1/19)	(10/11/19)	(10/11/19)
Undergraduate Programs						
<i>All changes to a program should be submitted at the same time on ONE CIM proposal form once a year</i>						
New Majors* (CPP must be attached to CIM proposal and approved by CoSFP by dates shown)	1/12/18	N/A	9/14/18	1/11/19	N/A	9/13/19
Changes to Program Requirements	N/A	N/A	2/1/19	N/A	N/A	1/31/20
<ul style="list-style-type: none"> • Adding or deactivating Concentrations, Minors, Interdisciplinary Minors, or UG Certificates • Changes to program title or components thereof – As you begin your proposal, contact your UCC Representative or Curriculum & Catalog with questions. Generally requires a NEW proposal and a DEACTIVATION proposal; both proposals should be submitted to CIM workflow at the same time. 	10/12/18	N/A	1/11/19	10/11/19	N/A	1/10/20

Graduate Programs

- All changes to a program should be submitted at the same time on **ONE** CIM proposal form once a year.
- CoSRGE reviews graduate programs prior to UCC. CoSRGE generally meets the 1st Thursday of the month (September-December and February-May).
- If a program proposal includes new courses, the course proposals must first be approved by UCC in order for CoSRGE to review the program proposal. **Submit new course proposals the term prior to the program deadlines below** (excluding Summer term).

Completed proposals must be out of the College or SAU workflow in CIM by the dates shown.

	Effective Spring 2019	Effective Summer 2019	Effective Fall 2019	Effective Spring 2020	Effective Summer 2020	Effective Fall 2020
<ul style="list-style-type: none"> • Master's degrees and Doctoral degrees* <i>(CPP must be attached to CIM proposal and approved by CoSFP & CoSRGE by dates shown)</i> • New Graduate Certificates 	1/12/18	N/A	9/14/18	1/11/19	N/A	9/13/19
<ul style="list-style-type: none"> • Changes to Program Requirements 	N/A	N/A	1/11/19	N/A	N/A	1/10/20
<ul style="list-style-type: none"> • Adding Specializations or GISPs <i>(Graduate Interdisciplinary Studies Programs)</i> • Deactivating a Degree, Specialization, GISP, or Graduate Certificate • Changes to program title or components thereof – <i>As you begin your proposal, contact your UCC Representative or Curriculum & Catalog with questions. Generally requires a NEW proposal and a DEACTIVATION proposal; both proposals should be submitted to CIM workflow at the same time.</i> 	9/14/18	N/A	1/11/19	9/13/19	N/A	1/10/20

*See [Routing Paths document](#) on the Provost's Office webpage (New Degree Proposal Process) for developing and submitting the Preliminary Program Proposal (PPP) and Comprehensive Program Proposal (CPP) documents for new programs: <http://provost.colostate.edu/faculty-administrative-professionals/>.

New degrees and graduate certificates require approval by the Board of Governors and CCHE. **Colleges and departments are strongly encouraged to submit programs proposals as early in the year as possible, to ensure timely consideration by all entities.**

All actions of the UCC are subject to approval by Faculty Council, either through approval of the UCC minutes on their consent agenda or by special action.

Dates approved by University Curriculum Committee 5/4/2018.