

UNIVERSITY CURRICULUM COMMITTEE MINUTES

A regular meeting of the University Curriculum Committee was held on **May 3, 2019** at 2:00 p.m.

The meeting adjourned at 3:20 p.m.

Minutes

The minutes of April 26, 2019 were approved.

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).

Study Abroad Courses – 1st Offering			
Course #	Course Title	Notes/Changes	Effective Term
LI 382A	Study Abroad—Mexico: Empowerment and Cultural Literacy	1st offering; 1 credit. Travel dates: 1/5/20-1/16/20 (12 days)	Spring 2020

Study Abroad Courses – 2nd Offering			
Course #	Course Title	Notes/Changes	Effective Term
BUS 482B	Study Abroad-Ecuador: Community and Cultural Engagement	2nd offering; 3 credits. 1st offering: Spring 2019 (11 students) Travel dates: 1/2/20-1/17/20 (16 days)	Spring 2020

Study Abroad Courses – 3rd Offering			
Course #	Course Title	Notes/Changes	Effective Term
BZ 482B	Study Abroad: Field Course in Dolphin Behavior & Physiology	3rd offering; 2 credits. 1st offering: Spring 2018 (11 students) 2nd offering: Spring 2019 (14 students) Travel dates: 12/29/19-1/5/20 (8 days)	Spring 2020

New Degree		
Program Title	Notes	Effective Term
Master of Public Policy and Administration, Plan C <i>(Placeholder proposal)</i>	Offered Main Campus Face-to-Face and Online. <i>Included in here for informational purposes only. A Special Action memo will be sent from UCC to Faculty Council.</i>	Fall 2020
Master of Public Policy and Administration, International Policy and Management Specialization, Plan C		
Master of Public Policy and Administration, Public Management Specialization, Plan C		
Master of Public Policy and Administration, Public Policy Specialization, Plan C		

Major Changes to Existing Programs		
Program Title	Notes	Effective Term
GEOG-BS: Major in Geography	<ul style="list-style-type: none"> Addition of GR 220 as a required course in Sophomore year. Updates to 'Select from' lists. 	Fall 2019
BMSC-RPTZ-MS: Master of Science in Biomedical Sciences, Reproductive Technology Specialization, Plan B	<ul style="list-style-type: none"> Moved the following from 'Selected Courses' list to 'Core Courses' list: BMS 500, BMS 501, BMS 521, BMS 640. Added the following to Core Courses: BMS 540, BMS 541, BMS 610A or GRAD 544. Selected Courses credit changed from 20-21 to 6-8; program total credits set to 30. Removed footnote #1; edited footnote #3 (now #2). 	Fall 2019

Other Business

- Brad Goetz was approved as the 2019-20 UCC Chair.
- The UCC Curriculum Deadlines for Fall 2019-Spring 2020 were approved – see document after the Consent Agenda.
- Reviewed draft of the 2018-19 UCC Annual Report (to be submitted to Faculty Council this summer).

CONSENT AGENDA

Course Deactivations			
Course #	Course Title	Notes	Effective Term
HIST 343	Early U.S. Republic	Administratively removed from AUCC Cat 4A lists in HIST-GENZ-BA; HIST-LNGZ-BA; HIST-SBSZ-BA; HIST-SSTZ-BA.	Fall 2019
MECH 526	Fundamentals of Vehicle Dynamics	<ul style="list-style-type: none"> Administratively removed from CBEG-BMEC and CBEG-BS elective lists Corrected erroneous dual-list in ENGR-BMEZ Prerequisite in <i>deactivated</i> courses only 	Fall 2019
RS 651	Primary Production and Decomposition	Administratively removed from NRST-GZ-MNRS, ECSU-MS, ECSU-PHD	Fall 2019
SPCM 415	Rhetoric and Civility	Will be administratively removed from a 'Select from' list in IPCQ: Interdisciplinary Minor in Political Communication.	Fall 2019

Update/Correction to 4/5/19 Minutes			
Course #	Course Title	Notes	Effective Term
MATH 580A3	Linear Algebra for Data Science: Geometric Techniques for Data Reduction	Update to effective term: Fall 2019 Summer 2019	Summer 2019

Minutes approved by the University Curriculum Committee on 5/10/19.

Brad Goetz, Chair
 Shelly Ellerby and Susan Horan, Curriculum & Catalog

FOR SUBMITTING COURSE AND PROGRAM PROPOSALS 2019-2020

- 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.
- The Special Course Fee and Differential Tuition request processes are separate from the curricular approval process and the deadlines may be earlier than those listed below. See the [Office of the Provost website](#) for deadlines and policies for Special Course Fees and the [Graduate School website](#) for Differential Tuition requests.

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

	Effective Spring 2020	Effective Summer 2020	Effective Fall 2020	Effective Spring 2021	Effective Summer 2021	Effective Fall 2021
Courses (all levels)						
Changing or deactivating existing courses	5/31/19	10/11/19	12/13/19	5/15/20	10/9/20	12/11/20
New courses (If new course will be listed in a program proposal, refer to program deadlines below)	5/31/19	12/13/19	2/1/20	5/15/20	12/11/20	1/29/21
Experimental courses	11/15/19	4/10/20	7/17/20	11/13/20	4/9/21	7/16/21
Study Abroad courses (1st offerings)	2/1/19	9/13/19	9/13/19	1/31/20	9/11/20	9/11/20
Subsequent offerings [Both provisional (-82) offerings and permanent course proposals]	(3/1/19)	(10/11/19)	(10/11/19)	(2/28/20)	(10/9/20)	(10/9/20)
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)	1/11/19	N/A	9/13/19	1/10/20	N/A	9/11/20
Changes to existing program requirements	N/A	N/A	1/31/20	N/A	N/A	1/29/21
<ul style="list-style-type: none"> • Adding or deactivating Concentrations, Minors, Interdisciplinary Minors, or UG Certificates[†] • Deactivating Majors[†] • Changes to program titles or components thereof[†] (As you begin your proposal, contact your UCC Representative or Curriculum & Catalog with questions. Generally requires a NEW proposal and a 	9/13/19	N/A	12/13/19	9/11/20	N/A	12/11/20

<i>DEACTIVATION proposal; both proposals should be submitted to CIM workflow at the same time.)</i>						
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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 2020	Effective Summer 2020	Effective Fall 2020	Effective Spring 2021	Effective Summer 2021	Effective Fall 2021
<ul style="list-style-type: none"> • New Master’s degrees & Doctoral degrees* <i>(CPP must be attached to CIM proposal and approved by CoSFP & CoSRGE by dates shown)</i> 	1/11/19	N/A	9/13/19	1/10/20	N/A	9/11/20
<ul style="list-style-type: none"> • New Graduate Certificates 						
<ul style="list-style-type: none"> • Changes to existing program requirements 	N/A	N/A	1/10/20	N/A	N/A	1/8/21
<ul style="list-style-type: none"> • Adding Specializations or GISPs[†] <i>(Graduate Interdisciplinary Studies Programs)</i> • Deactivating Degrees, Specializations, GISPs, or Graduate Certificates[†] • Changes to program titles 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> 	9/13/19	N/A	12/13/19	9/11/20	N/A	12/11/20

*See documents listed under the ‘**New Degree Proposal Process**’ heading on the Provost’s website for instructions on developing and submitting the Preliminary Program Proposal (PPP) and Comprehensive Program Proposal (CPP) documents for new programs: <http://provost.colostate.edu/faculty-administrative-professionals/> (scroll toward bottom of the page).

†The deadlines for these proposals reflect the additional time required to update program coding and titles in multiple systems and documents.

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 5/3/2019.