UNIVERSITY CURRICULUM COMMITTEE MINUTES

A 'virtual' meeting of the University Curriculum Committee was held on **May 7, 2021** at 3:00 p.m. via Microsoft Teams. The meeting adjourned at 3:25 p.m.

Minutes
The minutes of April 30, 2021 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 fully approved through the CIM workflow (approved proposal will be viewable under 'History' box on right side of CIM-Courses screen), 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).

New Course			
Course #	**Course Title**	**Notes**	**Effective Term**
CIVE 526	Pollution, Exposure, and the Environment	Previously offered as experimental course CIVE 580B4.	Spring 2022

Major Changes to Courses			
Course #	**Course Title**	**Notes**	**Effective Term**
PHIL 210	Introduction to Formal Logic	• Change of schedule type *(from lecture only to lecture/recitation)* • Edit to course description. • Addition of Mixed Face-to-Face and Distance/Online offerings.	Spring 2022
RRM 345	Food, Beverage, and Labor Cost Control	• Change of schedule type *(from lecture only to lecture/recitation)* • Edit to offering term: Fall, Spring Every	Spring 2022

Other Business

- Brad Goetz was approved as the 2021-2022 UCC Chair.

- The UCC Curriculum Deadlines for Spring 2022-Fall 2023 were approved – see document after the Consent Agenda.

- Reviewed draft of the 2020-21 UCC Annual Report (to be submitted to Faculty Council this summer).

CONSENT AGENDA

Experimental Courses – 1st Offering

Course #	Course Title	Notes/Changes	Effective Term
ECON 381A2	Environmental and Climate Change Economics		Fall 2021
LGEN 180A1	World Languages and Pop Culture		Fall 2021
LGEN 480A2	Sugar and the American West	Required field trips.	Fall 2021
MATH 581A4	Intro to Mathematics Education Research		Fall 2021

Minor Changes to Existing Courses

Course #	Course Title	Notes/Changes	Effective Term
AM 321	Advanced Textiles	• Edit to prerequisites: AM 220 or DM 120.	Spring 2022
DM 470A	International Design and Merchandising: Apparel	• Edit to prerequisites: AM 101; AM 130; AM 220 or concurrent registration DM 120	Spring 2022
ETST 352/ SOWK 352	Indigenous Women, Children, and Tribes	• Edit to prerequisites: ETST 100-299 at least 3 credits or WS 200 None.	Spring 2022

Course Deactivations

Course #	Course Title	Notes/Changes	Effective Term
HDFS 501	Readings in the Discipline	*C&C Unit has administratively removed from HDFS-MAFZ-MS, Plan A.*	Spring 2022

Minutes electronically approved by the University Curriculum Committee on 5/10/21.

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

FOR SUBMITTING COURSE AND PROGRAM PROPOSALS 2021-2022

- 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 2022**	Effective **Summer 2022**	Effective **Fall 2022**	Effective **Spring 2023**	Effective **Summer 2023**	Effective **Fall 2023**
Courses *(all levels)*						
Changing or deactivating existing courses	5/28/21	10/8/21	12/10/21	5/13/22	10/7/22	12/9/22
New courses *(If new course will be listed in a program proposal, refer to program deadlines below)*	5/28/21	12/10/21	1/28/22	5/13/22	12/9/22	1/27/23
Experimental courses	11/12/21	4/8/22	7/15/22	11/11/22	4/7/23	7/14/23
Study Abroad courses§	2/26/21	10/8/21	10/8/21	2/25/22	10/7/22	10/7/22
Undergraduate Programs *All changes to a program should be submitted at the same time on ONE CIM proposal form once a year*						
New Majors* *(CPP must be attached to CIM proposal and approved by CoSFP by dates shown)*	1/8/21	N/A	9/10/21	1/7/22	N/A	9/9/22
Changes to existing program requirements	N/A	N/A	12/10/21	N/A	N/A	
• **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 DEACTIVATION proposal; both proposals should be submitted to CIM workflow at the same time.)*	9/10/21	N/A	12/10/21	9/9/22	N/A	12/9/22

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 2022	Effective Summer 2022	Effective Fall 2022	Effective Spring 2023	Effective Summer 2023	Effective Fall 2023
• **New Master's degrees & Doctoral degrees*** *(CPP must be attached to CIM proposal and approved by CoSFP & CoSRGE by dates shown)* • **New Graduate Certificates**	1/8/21	N/A	9/10/21	1/7/22	N/A	9/9/22
• **Changes to existing program requirements**	N/A	N/A	12/10/21	N/A	N/A	12/9/22
• **Adding Specializations or GISPs†** *(Graduate Interdisciplinary Studies Programs)* • **Deactivating Degrees, Specializations, GISPs, or Graduate Certificates†** • **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 **DEACTIVATION** proposal; both proposals should be submitted to CIM workflow at the same time.)*	9/10/21	N/A	12/10/21	9/9/22	N/A	12/9/22

§If the international portion of your course has not yet been completed by the UCC deadline, your re-submission to UCC for permanent status must be received within 3 months of course end date.

*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. The following changes should be submitted by this deadline: adding/removing a Distance/Online offering format; dropping concentrations/specializations and replacing with a 'standalone' major/degree; dropping a 'standalone' major and replacing with concentrations/specializations; moving a concentration/specialization from one major/degree to another; moving administration of a program or subject code from one department/SAU/college to another; adding or removing Plan A/Plan B from a master's degree; changing the CIP code assigned to a program; etc.

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.

Approved by University Curriculum Committee on 5/7/2021.