

## University Committee on Curriculum

Thursday, 1:30 p.m.

September 3, 2009

Board Room, Administration Building

### MINUTES

#### Materials Distributed Before the Meeting:

1. Memorandum to Chairpersons and Directors, Departments and Schools; Deans, Associate Deans, and Assistant Deans from Dr. Linda O. Stanford re Schedule of Meetings of the University Committee on Curriculum (UCC) and Its Subcommittees for the 2009-10 Academic Year dated August 17, 2009

#### Items of Business:

1. Introductions.

*Committee members introduced themselves indicating the college they represent.*

2. Approval of Draft Minutes of April 30, 2009.

*The minutes of April 30, 2009 were approved.*

3. Comments from the Associate Provost for Academic Services.

- a. Office of the Registrar Introductions
  - (1) Nicole Rovig, University Registrar
  - (2) Doug McKenna, Associate Registrar for Certification Services
  - (3) Joy Speas, University Curriculum Administrator
- b. Update on Transfer Credit
- c. Update on Degree Audit
- d. Update on Academic Programs

*Dr. Linda Stanford introduced staff members from the Office of the Registrar (RO), including Stephanie Smith who provide staff support to the committee throughout the academic year. She also introduced Nicole Rovig, University Registrar, who is a recent hire in the Office of the Registrar.*

4. Comments from the Chairperson of the UCC.

- a. Faculty Voice Committee Update
- b. Use of ANGEL website
- c. Convening special meetings
- d. Bylaws for Academic Governance, Section 4.5

*Chairperson Linda Good gave a very brief update on the Faculty Voice Committee and asked members to stay tuned. She reminded members that the UCC is existent on the ANGEL website for use by members. She pointed out it may be necessary to convene special meetings and that all members would be consulted for a convenient time. She made reference to the Bylaws section 4.5 which describes the committee's responsibility.*

5. Role and Responsibilities of the University Committee on Curriculum.

- a. UCC – Things to Consider
- b. Curricular Workshop Presentation

*Dr. Stanford and Joy Speas gave a brief presentation on resources available to the committee through the use of the UCC website and offered a short presentation of the curricular workshop.*

6. Other Business.

Resources Available on the Web:

1. [University Curriculum and Catalog \(UCC\) Home Page](#)
2. [Academic Programs Updated Version of the University catalog](#)
3. [Course Descriptions Catalog](#)
4. [Roster of the UNIVERSITY COMMITTEE ON CURRICULUM 2009-10](#)
5. [September 22, 2009, Report of the UCC to the Academic Council](#)
6. [COURSES: Course Request System](#)
7. [Academic Programs: Program Request System](#)
8. [Routing of Course Requests to Subcommittees of the University Committee on Curriculum \(UCC\) Revised August, 2009](#)