

**Undergraduate Curriculum Committee
Meeting Minutes
January 26, 2023
UC 222**

Members Present: Denise McKenney, Olga Grisak, Tracii Friedman, Sarah Lanci, Sloane Milstein, Scott Andrews, Brian Hosterman, Kristina Pagel, Evan Curtis, Geoffrey Gurka, Elaine Venter, Joe Quesenberry (for Wayne Smith)

Members Absent: Nick Bardo, Andrew Bajorek

Ex-officio members present: Maggie Bodyfelt, Amber D'Ambrosio, Janel Davis, Johanna Varner

Recording Secretary: Aaron Osborne and Caitlin Cuevas

Chair Lanci called the meeting to order at 3:30pm

I. Announcements

- A. Chair Lanci reminded UCC that CIM closes February 6, 2023. This is the last date any proposal can be entered into workflow this year.

II. Ex-Officio Reports

- A. Associate Vice President of Academic Affairs for Assessment and Accreditation
 - i. Unavailable
- B. Registrar's Office
 - i. Nothing to report
- C. Financial Aid Deputy Director Martin
 - i. No comments
- D. Librarian D'Ambrosio
 - i. Please let the Library know as soon as possible when you have new courses/programs to allow the Library time to work on their assessments. The Library only needs the course description and topical course outline as a beginning point so please send that information to Librarian D'Ambrosio, even before you place the information in CIM, if possible, to allow the Library to begin their research.
- E. Catalog Description Reviewer Varner
 - i. Please send your course descriptions to Dr. Varner, even before you enter information into CIM to help facilitate the process.
- F. Essential Learning
 - i. Nothing to report.

III. Old Business

- A. Chair Lanci reminded UCC that CIM Clean-up is underway. Please look at your 100/200 and Essential Learning departmental courses and see which courses still need Course SLOs, Course Outlines, Typical Semester Offered, and Course Minutes added into CIM. Any course/program changes in CIM by February 6 will be reviewed and approved for addition to this year's Catalog.

IV. Curriculum Proposals

- A. **Summary of committee actions and additional details on curriculum proposals begins on page 3.**

V. Information Items

- A. Chair Lanci reminded Committee Members to please include the following in the justification for cleanup changes: Typical semester offered, SLOs, Topical Course Outline, and Course Minutes (info was not transferred when CIM was implemented). The preceding statement can also be used as the justification for the change.
- B. Chair Lanci reminded UCC that all curriculum proposals must also have any affected program proposals submitted before Executive Committee will review. For course proposals to be reviewed for this year, all course modifications and impacted program modifications must be in CIM before February 6th, 2023.
- C. Since Executive Committee meets two weeks, usually, before UCC, Exec Committee needs time to review the proposals before the Executive meeting. Proposals need to be in CIM and to the UCC Executive queue by at least Monday of the week the Executive Committee is meeting.
- D. Chair Lanci reminded Committee Members to please not use first person in the proposal justifications and ensure that all departmental faculty, as appropriate, have provided input to the proposed changes.
- E. Chair Lanci reminded Committee Members to please remember to include course change information in program justifications, not just reference that there were changes. This allows for better transparency and makes it easier, in the future, for people to go back and understand the history of the changes made.

VI. New Business

- A. There was no new business.

Gurka motioned and Milstein seconded adjourning the meeting. With no objections from the committee, Chair Lanci adjourned the meeting at 3:54PM. Respectfully submitted, Aaron Osborne 1/27/23.

Effective Term - Summer 2023

Programs

The following is a summary: Additional information can be found on the individual curriculum proposals.

Title	Degree	Committee Action	Motion Second
3272: Art: Studio Art	BFA	Program Modification – Removed from Agenda	Gurka Venter
UCC Discussion: No discussion. Discrepancies in requirements and wording in the justification (prerequisite/grading verbiage) will require additional proposal cleanup.			
3278: Art History	BA	Program Modification - Approved	Gurka Venter
UCC Discussion: 1) Updating where ARTH 400 is in Suggested Course Sequencing 2) Updating SLOs. 3) Deleting wording in Program Overview Information.			
Change Item Description		Department Justification	
List all proposed changes to the program:		1: Updating where ARTH 400 is in Suggested Course Sequencing 2: Updating SLOs.3. Deleting wording in Program Overview Information.	
Justify each proposed modification to the program:		1: Updating Suggested Course Sequencing to match which semester ARTH 400 is offered.2: Updating SLO courses and assessment because these were not in CIM. Added wording to include Quantitative Literacy since was not included in department SLOs.3. Changed wording to Program Overview to make it clearer and less repetitive.	
Describe discussions about this proposal within the department and outcomes.		Discussed on 9/18/2022 with Art History Professor Jill Holaday and Eric Elliott Art and Design Department Head. These changes don't affect any other faculty in the art department.	
M480: Forensic Science	MNR	Program Modification - Approved	Gurka Venter
UCC Discussion: 1) Replaced CHEM 315L with CHEM 317L.			
Change Item Description		Department Justification	
List all proposed changes to the program:		Replace CHEM 315L with CHEM 317L.	
Justify each proposed modification to the program:		CHEM 317L was added in 2021-2022 to be a stand-alone biochem lab. CHEM intends to delete CHEM 315L, a former lab that was a coreq with CHEM 315, imminently. The substitution aligns with CHEM program changes.	
Describe discussions about this proposal within the department and outcomes.		Let McVean and McKenney know 21 Dec 2022; substitution suggested by McKenney same date.5 Jan 2023: Ask Justin Gollub in SBS if ok; Watters from CJ and Connor from ANTH. All agreed and approved fall 2022.	
3125: Business	BBA	Program Modification -	Venter Gurka

Administration: Finance		Approved	
UCC Discussion: 1) FINA 425 Portfolio Management and FINA 426 Advanced Portfolio Management to replace FINA 420 Security Analysis and Portfolio Management. 2) Increase Program-Specific Requirements from 45 to 46 credits. 3) Decrease General Electives from 17 to 16 credits.			
Change Item Description		Department Justification	
List all proposed changes to the program:		1. FINA 425 Portfolio Management and FINA 426 Advanced Portfolio Management to replace FINA 420 Security Analysis and Portfolio Management. FINA 425/426 are equivalent to FINA 420 - students who have previously taken FINA 420 will not need to take 425/426. 2. Increase Program-Specific Requirements from 45 to 46 credits and decrease General Electives from 17 to 16 credits.	
Justify each proposed modification to the program:		1. Integrate FINA 425 and FINA 426 into the Student Investment Advisory Committee. Students registered in FINA 425/426 will design an investment portfolio report and present it to the stakeholders (CMU Board of Trustees). This provides students in the classes with a learning opportunity about the capital market and security selection and portfolio management professional skills. 2. FINA 425/426 are a total of 4 credits and FINA 420 was 3 credits, so program-specific requirements and general electives need to be adjusted to accommodate that change.	
Describe discussions about this proposal within the department and outcomes.		The new courses were proposed and approved by the Business faculty department at the biweekly meeting on 11/16/2022.	
3138: Exercise Science	BS	Program Modification -	Gurka Venter
		Approved	
UCC Discussion: 1) Replaced CHEM 315L: Biochemistry Lab with CHEM 317L: Biochemistry Lab in restricted electives.			
Change Item Description		Department Justification	
List all proposed changes to the program:		In the restricted electives section, CHEM 315L: Biochemistry Lab has been replaced with CHEM 317L: Biochemistry Lab. CHEM 315L is no longer offered. It has been replaced with CHEM 317L. These are effectively the same course. The CHEM program renumbered this lab so that it would be clear to students that these courses are not co-requisites.	
Justify each proposed modification to the program:		I asked Dr. Hawkins if it was ok to remove CHEM 315L; he said it was ok! On 6 Jan 2023, I asked him via phone if I should add CHEM 317L to the list; he approved the addition.	
Describe discussions about this proposal within the department and outcomes.			
M730: Political Science	MNR	Program Modification -	Venter Gurka
		Tabled	
UCC Discussion: Committee tabled the corresponding course proposal (POLS 201) to wait for clarification of confusion in the justification where it could be interpreted that a 200-level and 400-level course were to be taken at the same time. When that clarification comes in both the course and this program proposal will be back to UCC for approval.			

Effective Term - Summer 2023

Courses

The following is a summary: Additional information can be found on the individual curriculum proposals.

Title	Credits	Committee Action	Motion Second
FINA 426: Advanced Portfolio Management	2	Course Addition - Approved	Gurka Venter
UCC Discussion: FINA 425 and FINA 426 are meant to be replacement courses for FINA 420. FINA 420 will be inactivated later. The two courses will overlap FINA 420 content and include additional content that would not otherwise be covered in a single course.			

Change Item Description	Justification for this Proposal
New Proposal: No differences to report	FINA 425 and FINA 426 will replace FINA 420 which will become inactive. The FINA 420 course SLOs have been modified to support FINA 425 and FINA 426 with minimal overlap. FINA 420, FINA 425, and FINA 426 have overlapped course content and some SLOs. FINA 425 and FINA 426 students will be required to design an investment portfolio and present it to stakeholders. Requires students enrolled in FINA 425 and 426 to be active members of the Student Investment Advisory Committee to take the lead in the club voting and selecting securities for the CMU Investment Fund portfolio. The club is given autonomy to manage the fund worth 100,000 dollars. This gives the students real-life investment learning opportunities about the functioning of the capital market and the security selection process in finance.

FINA 425: Portfolio Management	2	Course Addition - Approved	Gurka Venter
UCC Discussion: FINA 425 and FINA 426 are meant to be replacement courses for FINA 420. FINA 420 will be inactivated later. The two courses will overlap FINA 420 content and include additional content that would not otherwise be covered in a single course.			

Change Item Description	Justification for this Proposal
New Proposal: No differences to report	FINA 425 and FINA 426 will replace FINA 420 which will become inactive. The FINA 420 course SLOs have been modified to support FINA 425 and FINA 426 with minimal overlap. FINA 420, FINA 425, and FINA 426 have overlapped course content and some SLOs. FINA 425 and FINA 426 students will be required to design an investment portfolio and present it to stakeholders. Requires students enrolled in FINA 425 and 426 to be active members of the Student Investment Advisory Committee to take the lead in the club voting and selecting securities for the CMU Investment Fund portfolio. The club is given autonomy to manage the CMU fund worth 100,000 dollars. This gives the students real-life investment learning opportunities about the functioning of the capital market and the security selection process in finance.

MLTP 232: Clinical Microbiology II	3	Course Addition – Removed from Agenda	Gurka Venter
UCC Discussion: A question about listing corequisites came up before committee discussion. #6 from the list of justifications dealing with the removal of the list of corequisites needs clarification, and department discussion information needs clarified, before the committee will act on this proposal.			
MATH 127: Mathematics of Finance	3	Course Inactivation - Approved	Gurka Venter
UCC Discussion: This inactivation is part of a curriculum clean-up effort in the department. The Mathematics and Statistics faculty have met regularly throughout Fall 2022 and identified this course as one of several that should be inactivated.			
Change Item Description		Justification for this inactivation request	
Delete Proposal: No differences to report		We have not offered this course in at least 12 years, and we have no plans to offer it. No programs require it.	
STAT 311: Statistical Methods	3	Course Inactivation - Approved	Venter Gurka
UCC Discussion: This inactivation is part of a curriculum clean-up effort in the department. The Mathematics and Statistics faculty have met regularly throughout Fall 2022 and identified this course as one of several that should be inactivated.			
Change Item Description		Justification for this inactivation request	
Delete Proposal: No differences to report		We replaced this course with STAT 301: Computational Statistics beginning in Fall 2019. No programs reference it. The only course that references it is STAT 412: Correlation and Regression which is already inactive. We have no future plans to offer STAT 311.	
STAT 492: Senior Capstone	1	Course Inactivation - Approved	Venter Gurka
UCC Discussion: This inactivation is part of a curriculum clean-up effort in our department.			
Change Item Description		Justification for this inactivation request	
Delete Proposal: No differences to report		This course was initially created in Fall 2018 to be included in the Statistics concentration in place of MATH 494: Senior Capstone II. However, the subsequent creation of our MATH 492 Senior Capstone course in Spring 2019 (as a redesign of our MATH 484/494 Senior Seminar sequence) eliminated the need for this course. It has already been removed from the Statistics Program Sheet; the course was never offered and was never on an active program sheet.	

HIST 225: History of Colorado	3	Course Modification - Approved	Gurka Venter
UCC Discussion: Course description updated. Academic engagement minutes, student preparation minutes, terms typically offered, Essential learning outcomes, topical course outline and SLOs were added since this information did not populate when migrated into CIM. HIST 225 used to be a required course as part of the Liberal Arts/Elementary Education, social science focus but was removed a few years ago. It has not been taught in recent years because there was confusion among students who were in programs that only require a lower-division history course as to whether or not the class would count toward their program. Value is seen in the course continuing to be an option for elementary education students, whose curriculum will focus on state history and who will be tested on the topics in the course on their Praxis exam to receive certification. It is also a course that other majors take due to personal interest, and the department would like to have the course count toward students' program as an Essential Learning option.			

Change Item Description	Old	New
Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	History of the state from pre-historic to modern times.	History of Colorado from pre-historic to modern times.

POLS 201: Introduction to Political Inquiry	2	Course Modification - Tabled	Venter Gurka
UCC Discussion: Committee tabled the proposal to wait for clarification of confusion in the justification where it could be interpreted that a 200-level and 400-level course were to be taken at the same time. Corresponding program proposal (M730: Political Science) also tabled.			

POLS 386: Study Away: Off-Campus Learning Experience	3	Course Addition - Approved	Venter Gurka
UCC Discussion: As part of a set of overall modifications to Political Science, this is a new course based on a popular topics course that will add an experiential learning requirement for all political science majors.			

Change Item Description	Justification for this Proposal
New Proposal: No differences to report	As part of the overall modifications to the political science curriculum, we are adding an experiential learning requirement for all political science majors. To do so, we must offer courses that fit this requirement. Dr. Holly Oberle has already offered two topics courses that include an international travel component in the summer of 2022 and is offering another one in summer of 2023. Therefore, we need to make a "study away" course a regular offering the catalog.

POLS 484: Environmental Political Theory	3	Course Addition - Approved	Venter Gurka
UCC Discussion: A new course meant to meet the growing interest and round out the topics covered in Social Sciences addressing Environmental topics.			

Change Item Description	Justification for this Proposal
New Proposal: No differences to report	There is a growing interest among students for additional courses in the Social Sciences addressing Environmental topics. Currently the content of this course is only briefly touched on in POLS 488: Environmental Politics and Policy and POLS 453: Modern Political Theory. There is no room in either of those classes to address the depth of content in this field and students routinely ask for more of this content in course evaluations (formally and informally). This course would also be available for the development of an interdisciplinary minor or major in coming years in the area of Environmental Studies and Sustainability. The growing demand for POLS 488 can demonstrate interest in this topic.

THEA 322: Stage Management	3	Course Modification - Approved	Venter Gurka
UCC Discussion: 1) Removing the prerequisites for this course as they do not specifically pertain to the curriculum being taught. 2) Academic engagement minutes, student preparation minutes, and typical semester offered were filled in (info was not transferred when CIM was implemented). 3) SLOs and Topical Course Outline were added (info was not transferred when CIM was implemented).			

Change Item Description	Old	New
Prerequisites:	THEA 153 or THEA 243 or THEA 244 or permission of instructor	