

Undergraduate Curriculum Committee

Agenda

August 27, 2026

LIB 212, 3:30-5:00

I. Announcements

- A. Introduction of new committee members.
- B. CIM is now open. CIM will close on December 18, 2026, for all proposals. To ensure course changes are reflected for Spring registration (for Fall 2027 courses), the curriculum proposal must be approved at the December 3rd UCC meeting.
- C. Executive Committee meets two weeks before UCC meetings. Proposals must be to the Executive Committee for review to be on the agenda for the next UCC meeting.
- D. If your department is adding a new program and the pitch has already occurred, please submit your proposal early, as new program proposals tend to take a long time to move through all steps of the workflow.

II. Old Business

- A. Nomination and election of UCC Vice Chair.

III. Ex-Officio Reports

- A. Assistant Vice President for Faculty Success
- B. Registrar's Office
- C. Financial Aid
- D. Library
- E. Catalog Description Reviewer
- F. SLO Reviewer
- G. Essential Learning

IV. Curriculum Proposals

- A. None.

V. Information Items

- A. Important dates and deadlines for academic year 2026-2027.
- B. Update to workflow this year: Department Representatives will have a second review just before the proposal goes to Executive Committee.
- C. Review of course and program proposal workflow timelines.
- D. Review responsibility guidelines and categories.
- E. Brief overview of CIM, the curriculum process, approval overview, and examples of justifications.



VI. New Business

- A. This year's focus is finishing CIM clean-up (SLOs, Topical Course Outline, Semester Offered, Engagement Minutes) on all 100-200 level courses. If your department has completed the 100-200 level courses, please continue with clean-up of the 300-level courses.
- B. Section I, F, 3, a of the Curriculum Manual states that the committee has one full week to review minutes. We have not been following this guideline in an effort to get the minutes to Faculty Senate for approval sooner, which then allows for a quicker turnaround in course processing. Should the committee consider revising the language in the manual to match the turnaround time that we strive to achieve?
- C. Committee responsibility assignments.

VII. Adjourn