

Undergraduate Curriculum Committee

Agenda

August 28, 2025

LIB 212, 3:30-5:00

I. Announcements

- A. Introduction of new committee members.
- B. CIM is now open. CIM will close on December 19, 2025, for all proposals. To ensure course changes are reflected for Spring registration (for Fall 2026 courses), the curriculum proposal must be approved at the December 4th 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.

II. Unfinished Business

- A. Continue discussion on the Curriculum Manual update that was tabled (see page 2).

III. Ex-Officio Reports

- A. Senior Associate Vice President
- B. Registrar
- C. Financial Aid
- D. Library
- E. Catalog Description Reviewer
- F. Essential Learning

IV. Curriculum Proposals

- A. None.

V. Information Items

- A. Important dates and deadlines for academic year 2025-2026.
- B. Review responsibility guidelines and categories.
- C. Brief training on new CIM dashboard, 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. Committee responsibility assignments.

VII. Adjourn

UCC Executive Committee is proposing a change to Section IV. Policies Pertaining to Academic Programs in the Curriculum Policies and Procedures Manual. In subsection A. Credit Hour requirements, the current wording specifies that all courses in an Associate program be specified in the Major (this is the Program Specific Requirements section in CIM). To help ensure inclusion of prerequisite courses, to allow for smoother transitions from Associate to Bachelor programs, and to more accurately reflect current practices, the committee proposes that the Curriculum Manual be updated to specify that courses in Associate programs be included in the Major or in the Foundation Courses. Please review the wording below. A vote will be held during our next meeting.

Current:

7. For Associate programs, all courses and hours specified by a department must be included in the Major. For Bachelor programs, all courses and hours specified by a department must be included in the Major or in the Foundation Courses. Exemptions for PTO programs to name essential learning courses are explained in IV.C.2.f.

Proposed:

7. For Associate and Bachelor programs, all courses and hours specified by a department must be included in the Major or in the Foundation Courses. Exemptions for PTO programs to name essential learning courses are explained in IV.C.2.f.