Undergraduate Curriculum Committee  
Agenda  
April 13, 2017  
3:30 pm, UC 222

I. Announcements  
A) Meeting minutes from 1/26/17 approved by Faculty Senate on 3/16/2017  
B) Meeting minutes from 2/23/17 approved by Faculty Senate on 4/6/17  
C) Meeting minutes from 3/9/17 on Faculty Senate’s 4/6/17 Consent Agenda

II. Curriculum Proposals  

A) Business  
Program Modification  
1. BBA Business Administration-Business Economics: 3122  
2. BBA Business Administration-Emerging Markets: 3172  
3. BBA Business Administration-Entrepreneurship: 3119  
4. BBA Business Administration-Finance: 3125  
5. BBA Business Administration-Human Resource Management: 3128  
6. BBA Business Administration-Insurance: 3169  
7. BBA Business Administration-Management: 3126  
8. BBA Business Administration-Managerial Informatics: 3168  
9. BBA Business Administration-Marketing: 3127

B) Theatre Arts  
Course Modification  
10. THEA 105 Introduction to Theatre Technology: Sound Technology

C) WCCC-Agriculture/Viticulture  
Program Addition  
11. Technical Cert Viticulture and Enology: Enology  
12. Technical Cert Viticulture and Enology: Viticulture  
13. Technical Cert Viticulture and Enology: Wine Professional  
Course Addition  
14. AGRS 104 Agriculture Chemistry  
15. AGRS 270 Science of Winemaking  
16. AGRS 275 Winemaking III  
Program Modification  
17. AAS Viticulture and Enology: 1309

D) WCCC-Aviation  
Course Modification  
18. AVTN 140 Aircraft Systems for Pilots-Airframe  
19. AVTN 202 Commercial Pilot Flight I  
20. AVTN 203 Commercial Pilot Flight II  
Course Deletion  
21. AVTN 104 Private Pilot Flight Helicopter  
22. AVTN 108 GPS for Pilots  
23. AVTN 114 Instrument Pilot Flight Helicopter
24. AVTN 115 ATC Phraseology  
25. AVTN 141 Aircraft Systems for Pilot-Powerplant  
26. AVTN 204 Commercial Flight I Helicopter  
27. AVTN 210 Multi-Engine Cross Country Flight  
28. AVTN 214 Commercial Flight II-Helicopter  
29. AVTN 215 Flight Instructor Flight-Helicopter  
30. AVTN 221 Instrument Instructor Ground School  
31. AVTN 222 Instrument Instructor Flight  
32. AVTN 223 Multi-Engine Instructor Flight  
33. AVTN 224 CFI Instrument Helicopter  
34. AVTN 242 ATC Phraseology  

E) WCCC-Electric Lineworker  
Program Modification  
35. AAS Electric Lineworker: 1391  

F) WCCC-Medical Office Assistant  
Program Modification  
36. Tech Cert (A-M) Medical Office Assistant: 1158  

G) WCCC-Surveying  
Program Addition  
37. AAS Professional Land Surveying  
38. Technical Cert Surveyor-Specific On-Line Certificate  
Course Addition  
39. SURV 100 Introduction to Surveying/Field Work  
40. SURV 102 Surveying Calculations I  
41. SURV 200 Advanced Surveying Field Work  
42. SURV 203 Legal Aspects of Surveying  
43. SURV 204 Real Property Descriptions  
44. SURV 205 Advanced Surveying Computations/Calculations  
45. SURV 206 Property Law-Boundary Evidence  
46. SURV 207 Surveying Ethics: An Overview of Ethical Expectations  
47. SURV 299 Internship and Capstone Project  


IV. Important Dates and Deadlines for 2017-18  

V. Expected Membership for 2017-18  

VI. Officer Elections for 2017-18  

VII. New Business
C. Deadlines for Submission of Proposals

1. By Noon three weeks (4 weeks for the UCC) prior to the meeting, curriculum proposals and other agenda items must be received by:
   a. the Office of Academic Affairs for proposals to be approved by the Undergraduate Curriculum Committee or by the Graduate Curriculum Committee;
   b. the Chair of the WCCC Curriculum Committee for proposals to be approved by the WCCC Curriculum Committee;
   c. the chair of the Graduate Curriculum Committee, for proposals to be approved by the Graduate Curriculum Committee.

2. Two weeks before submitting as explained in #1 above, proposals to add or modify courses that include requests to include the course in an Essential Learning category must be submitted to the UCC Chair who will forward the proposals to the Essential Learning Subcommittee, which will meet to discuss the proposal and will make its recommendation within a week to the UCC Chair for further consideration by UCC as explained in Section III.L.3.a.
Suggestion 1: Add language to outline meeting minutes for weekend classes.


Addition to Table III-1-Minimum required minutes for 3-credit hour class in various delivery formats

<table>
<thead>
<tr>
<th>Type of Term</th>
<th>Days of Week</th>
<th>Days for Term</th>
<th>Minutes Per Day</th>
<th>Academic Engagement</th>
<th>Student Preparation (time doubles for graduate courses)</th>
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<tr>
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<td></td>
<td></td>
<td></td>
<td>Minutes per term</td>
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<tr>
<td>Semester</td>
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<td>50</td>
<td>2250</td>
<td>45</td>
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<tr>
<td>Semester</td>
<td>T TH</td>
<td>30</td>
<td>75</td>
<td>2250</td>
<td>45</td>
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<tr>
<td>Semester</td>
<td>One weekday</td>
<td>15</td>
<td>150</td>
<td>2250</td>
<td>45</td>
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<tr>
<td>Semester</td>
<td>Sat</td>
<td>12 Fall</td>
<td>190 Fall</td>
<td>2250</td>
<td>45</td>
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<td></td>
<td></td>
<td>13 Spring</td>
<td>175 Spring</td>
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<tr>
<td>Semester</td>
<td>Sat Sun</td>
<td>24 Fall</td>
<td>95 Fall</td>
<td>2250</td>
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<td>26 Spring</td>
<td>90 Spring</td>
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The suggested changes in italics above are requested to accommodate weekend classes and the academic breaks. In the fall term, no classes will be scheduled the weekend of fall break and the two weekends of Thanksgiving break. In the Spring term, no classes will be scheduled the two weekends of spring break. Final exams will be officially scheduled on the last day of class in the weekend preceding finals week.

Suggestion 2: Length of Short Title for Courses (In the forms, not the manual)

This change is to the forms. No reference to title limitation found in the curriculum manual.

The current length noted for the short title is 24 characters. The computer system allows for 30 characters. The short title is shown on the official transcript and any downloads for a printed schedule. The long title is used for the course catalog and online course schedule.
<table>
<thead>
<tr>
<th>Dates and procedures vary with each department</th>
<th>Submission Deadline</th>
<th>Committee Meeting</th>
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<tr>
<td><strong>Thursday</strong></td>
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Deadline to submit course changes that will appear in the April course schedule.
Deadline to submit program modifications that will appear in the 2018-19 Catalog.
Deadline to submit academic changes that will appear in the summer/fall course schedule.
Deadline to submit course changes that will appear in the 2019-20 Catalog.
Deadline to submit program modifications and course additions that will appear in the 2018-2019 catalog.

In the event that not all proposals are reviewed during a scheduled meeting, the committee will meet the following Thursday.