The University of Texas at Arlington

Undergraduate Assembly Minutes

February 24, 2015

Meeting re-scheduled to March 2, 2015

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Present** | **Excused** | **Absent** | **Alternate** |
| Ronald Elsenbaumer |  | x |  |  |
| Carla Amaro-Jimenez | x |  |  |  |
| David Arditi | x |  |  |  |
| Anne Bavier |  |  | x |  |
| Khosrow Behbehani |  |  | x |  |
| Bradley Bell |  |  | x |  |
| Jeanean Boyd | x |  |  |  |
| Yvonne Butler |  | x |  | Donald Schuman |
| Elizabeth Cawthon |  | x |  | Can’t attend |
| C. Y. Choi | x |  |  |  |
| Lynn Cope |  | x |  | D’Ann Shidler |
| Rachel Croson |  |  | x |  |
| Venkat Devarajan | x |  |  |  |
| Angela Dougall | x |  |  |  |
| Nan Ellin |  |  | x |  |
| James Epperson | x |  |  |  |
| Sergio Espinosa | x |  |  |  |
| Norma Figueroa | x |  |  |  |
| Cecilia Flores | x |  |  |  |
| Jeanne Gerlach |  | x |  | John Smith |
| Laura Gough |  | x |  | Jeff Demuth |
| James Grover |  |  | x |  |
| Anne Healy | x |  |  |  |
| Jongyun Heo | x |  |  |  |
| Loan K. Ho | x |  |  |  |
| Dean of the Graduate School \*\* |  |  | x |  |
| Richard Jimmerson \*\* | x |  |  |  |
| Mary Jo Lyons \*\* | x |  |  |  |
| Joohi Lee | x |  |  |  |
| Benjamin Mathew \*\* |  |  | x |  |
| Steve Mattingly \*\* | x |  |  |  |
| Madan Mehta | x |  |  |  |
| Janet Melton |  | x |  | Dr. Kathryn Pole |
| Karl Petruso \*\* | x |  |  |  |
| Erica Pribanic-Smith | x |  |  |  |
| Ericka Robinson |  |  | x |  |
| Jaime Rogers |  |  | x |  |
| Scott Ryan |  | x |  | Phil Popple |
| Brent Sasley |  |  | x |  |
| Barbara Shipman | x |  |  |  |
| Antoinette Sol \*\* |  |  | x |  |
| Chandra Subramaniam | x |  |  |  |
| Amy Tigner | x |  |  |  |
| Saibun Tjuatja | x |  |  |  |
| Mark Tremayne | x |  |  |  |
| Kim van Noort | x |  |  |  |
| Ram Venkataraman | x |  |  |  |
| Jingguo Wang |  |  | x |  |
| Larry Watson |  |  | x |  |
| Pam White | x |  |  |  |
| Gergely Zaruba | x |  |  |  |
| Jie (Jennifer) Zhang |  | x |  | MK Raja |

Meeting called to order at 2:20 p.m. for the March 3rd, Undergraduate Assembly.

**Approval of Minutes.** The minutes of the regular meeting on October 28, 2014, were approved as published.

**Undergraduate Curriculum Committee Kevin Gustafson**

The Undergraduate Curriculum Committee would like to put forth the following changes for the

Undergraduate Assembly’s consideration and vote. Items were put forth from their January 27th meeting and their February 10th meetings. After review by the Undergraduate Assembly, a motion was put forth to approve as stands.

**Agenda Items Approved by the Undergraduate Curriculum Committee**

**For Consideration by the Undergraduate Assembly**

**March 3, 2015**

**Re-scheduled meeting from February 24, 2015**

**January 27, 2015**

**COLLEGE OF LIBERAL ARTS**

Department of Communication

Course Add

BCMN 3360 – Sports Reporting

BCMN 4322 – Corporate Video Production

JOUR 2330 – Introduction to Journalism

JOUR 3360 – Sports Reporting

Department of Modern Languages

Course Add

ARAB 3312 – Topics in Arabic Literature and Culture

ARAB 4393 – Arabic Internship

CHIN 4393 – Chinese Internship

FREN 4393 – French Internship

GLOBAL 4393 – Internship

KORE 3301 – Topics in Korean Literature and Culture in Translation

KORE 4393 – Korean Internship

PORT 4393 – Portuguese Internship

Department of Sociology and Anthropology

Course Add

ANTH 3352 – Archaeology of Africa

**Agenda Items Approved by the Undergraduate Curriculum Committee**

**For Consideration by the Undergraduate Assembly**

**February 10, 2015**

**COLLEGE OF ENGINEERING**

Department of Computer Science and Engineering

Add Course

CSE 1309 – Introduction to Programming for Non-Engineering Majors

Department of Mechanical and Aerospace Engineering

Add Course

MAE 4324 – Introduction to Bearing Designs & Lubrication

MAE 4386 – Wind & Ocean Current Energy Harvesting Fundamentals

**COLLEGE OF LIBERAL ARTS**

Department of Philosophy

Add Course

CLAS 2305 – Topics in Classical Civilization – need approved for Summer 2015

Department of Sociology and Anthropology

Add Course

ANTH 3357 – Collapse and Sustainability of Societies

Department of Theatre Arts

Add Course

DNCE 1232 – Modern Dance II

DNCE 1235 – Ballet II

DNCE 1236 – Jazz Dance II

**COLLEGE OF NURSING**

Department of Kinesiology

Add Course

KINE 4337 – Strength and Conditioning in General Populations: Health and Disease

**COLLEGE OF SCIENCE**

Department of Biology

Add Course

BIOL 1345 – Biology I for Nursing Students

BIOL 4421 – Advanced Topics in Neuroscience

Department of Earth and Environmental Sciences

Add Course

ENVR 2301 – Introduction to Environmental Science

ENVR 2414 – The Global Environment and Human Health

ENVR 3187 – Environmental Science Field Methods

ENVR 4189 – Research in Environmental Science

ENVR 4315 – Introduction to Environmental Studies

ENVR 4330 – Understanding Geographic Information Systems

GEOL 4389 – Research in Geology

**Academic Standards Committee Dolores Aguilar**

The Academic Standards Committee presented an informational report. There were questions asked at the Spring Undergraduate Assembly meeting.

1. Can departments change academic standards within the department to whatever they want?
2. What are the guidelines to make a change?

So the committee sat down and discussed some of the most common questions they receive from various programs. This report will hopefully address the rationale for the practice to change. We also as a committee discussed what impact this will have on the students.

Listed are considerations when proposing to change program academic requirements.

**Academic Standards Committee**

**Considerations when proposing to change program academic requirements**

**Final Draft**

The Academic Standards Committee proposes the following considerations when programs, departments, etc. propose a change in academic requirements (i.e. admission, continuance or graduation):

1. Rationale for the change. What factors support this proposal?
   1. Applicant and acceptance data (i.e. number of students applying vs. number of students accepted into the program vs. number students being turned away due to space and/or faculty limitations and any other reasons)
   2. Accrediting body (Who accredits your program(s) and what impact does this have on enrollment and changing academic requirements)
   3. Professional need (Is there a professional need to change academic requirements? If so, describe)
   4. Market demand (Is there something in the job market that is prompting the change in academic requirements? If so, describe)
   5. Historical data (Any pertinent data supporting need to change academic requirements - i.e. admission requirements, graduation rates, etc.)
   6. Requirements for comparable programs/institutions (Are your competitors’ academic requirements impacting the requirements for your program? If so, describe)
   7. Other (Are there any other factors that are prompting your program to change academic requirements. If so, describe)
2. What is the impact on students?
   1. How many students (N= / %) do you estimate will be affected by this change?
   2. What other options are available to these students within your unit, department, school or college?
   3. What provisions are made to notify such students of these options
   4. What steps will you take to advise students of alternative degree options

**Academic Calendar 2016-2017 Richard Jimmerson**

**Academic Calendar 2016 – 2017 (Proposed)**

**Fall Term - Regular Session, 2016 (16 meeting weeks: 15 instructional weeks + 1 final exam week)**

Registration for Fall Term – Regular Session April 4 – August 24, 2016

First day of classes August 25, 2016\*

Late registration August 25 – August 31, 2016

Labor Day holiday September 5, 2016

Census date September 12, 2016

Last day to drop classes November 2, 2016

Registration begins for Spring 2017 Term November 9, 2016

Thanksgiving holidays November 24 – 25, 2016

Last day of classes December 7, 2016

Final exams December 10 (dept.), and 12 - 16, 2016

Commencement ceremonies December 15 – 17, 2016

**Spring Term - Winter Intersession, 2016-2017 (12 meeting days: 11 instructional days + 1 final day)**

Registration for Spring Term – Winter Intersession November 9 – December 18, 2016

First day of classes December 19, 2016\*\*

Late registration December 19, 2016

Census date December 20, 2016

Classes continue December 21, 2016

No classes scheduled December 22, 2016 - January 2, 2017

Classes continue January 3 – 6, 2017

Last day to drop classes January 6, 2017

Classes continue January 9 – 12, 2017

Last day of classes January 12, 2017

Final exams January 13, 2017

**Spring Term – Regular Session, 2017 (16 meeting weeks: 15 instructional weeks + 1 final exam week)**

Registration for Spring Term – Regular session November 9, 2016 – January 16, 2017

Martin Luther King Jr. Day holiday January 16, 2017

First day of classes January 17, 2017

Late registration January 17 – 20, 2017

Census date February 1, 2017

Spring Vacation March 13 – 18, 2017 or 6 - 11(contingent

on AISD’s spring break)

Last day to drop classes March 31, 2017

Registration begins for Summer and Fall 2017 Terms April 3, 2017

Last day of classes May 5, 2017

Final exams May 6 (Dept.), 8 – 12, 2017

Commencement ceremonies May 11 – 13, 2017

**Summer Term – Summer Intersession, 2017 (12 meeting days: 11 instructional days + 1 final day)**

Registration for Summer Term – Summer Intersession April 3 – May 14, 2017

First day of classes May 15, 2017

Late registration May 15, 2017

Census date May 16, 2017

Classes continue May 17 – 19, 2017

Classes continue May 22 – 23, 2017

Last day to drop classes May 23, 2017

Classes continue May 24 – 26, 2017

Memorial Day holiday May 29, 2017

Last day of classes May 30, 2017

Final exams May 31, 2017

**Summer Term – 1st Five Weeks Session, 2017 (20 meeting days: 19 instructional days + 1 final day)**

Registration for Summer Term -1st Five Weeks Session April 3 – June 4, 2017

First day of classes June 5, 2017

Late registration June 5 – 6, 2017

Census date June 8, 2017

Last day to drop classes June 26, 2017

Last day of classes July 6, 2017

Final exams July 10, 2017

**Summer Term – 11 Weeks Session, 2017 (11 meeting weeks: 10 instructional weeks + 1 week comprising 2 final exam days)**

Registration for Summer Term – Eleven Weeks Session April 3 – June 4, 2017

First day of classes June 5, 2017

Late registration June 5 – 6, 2017

Census date June 22, 2017

Last day to drop classes July 20, 2017

Last day of classes August 10, 2017

Final exams August 14 – 15, 2017

**Summer Term – 2nd Five Weeks Session, 2017 (20 meeting days: 19 instructional days + 1 final day)**

Registration for Summer Term – 2nd Five Weeks Session April 3 – July 10, 2017

First day of classes July 11, 2017

Late registration July 11 – 12, 2017

Census date July 17, 2017

Last day to drop classes August 1, 2017

Last day of classes August 10, 2017

Final exams August 14, 2017

\*  **First Class Day for Fall 2016 begins Thursday, August 25, 2016.**

**\*\* First Class Day for Winter Intersession must begin in the final week of the holiday break in order to complete Winter Intersession before the start of the spring regular session.**

**Committee members:**

Richard Jimmerson (Chair),Eunice Currie , Kelly Davis, David Gray, Karen Krause, Conroy Kydd, Eric Leidlein, Charles Nussbaum, Lisa Nagy, Junha Jeon, Barbara Raudonis, Carter Tiernan, Dale Wasson, Janet Wehner, Selena Chavez (undergraduate student), and Mahesh Biyyala (graduate student)

Calendar for 2016-2017 presented. Floor is open for discussion.

1. Is there a reason we don’t start on Wednesday? We have a lot of night classes in the College of Business that run until 10 p.m. on the night before Thanksgiving. Has the committee thought about starting on a Wednesday and giving the day before Thanksgiving off as an option?

**Response**: This is not a decision that the calendar committee makes decisions on, there is a separate committee that decides the Holiday schedule.

Point and motion was made to refer to the Holiday Committee, to ask for the Wednesday before Thanksgiving off from classes, and to also refer to the committee to have Good Friday off.

Motion passed to refer this to the Holiday Committee. Have the committee discuss the implications of scheduling classes before Holidays.

1. College of Business and College of Nursing & Health Innovations have eight week courses and their finals are given the week after Spring Break. Eight week courses are driven by the instructor because they are not standard. This might be something Student Congress might want to investigate. If Student Congress would like to bring us some resolutions we would be happy to review.
2. Committee recommending a Thursday start for Fall 2016, and the committee did consider the winter intersession not having that as part of that final week before the Holiday break. But because of the way the calendar ran for this term with the late start of Fall, and to get through with winter semester before the start of spring we had to use three of those days before the break to get those dates in.

If there is no further discussion concerning the academic calendar for 2016-2017, do we have a motion to approve, all in favor, motion approved. One opposed.

**ByLaws Revisions** **Kim van Noort**

THE UNIVERSITY OF TEXAS AT ARLINGTON

Undergraduate Assembly

Bylaws

The deliberations and the actions of the Undergraduate Assembly of The University of Texas at Arlington will be governed by the provisions of the Regents’ Rules and Regulations, the Handbook of Operating Procedures for the University of Texas at Arlington, and the Bylaws of the Undergraduate Assembly.

1. Purpose and Functions
2. “The Undergraduate Assembly shall be the agency of the faculty to recommend policy on undergraduate academic affairs in the following areas: approval of candidates for degrees, admission requirements, graduation requirements, standards for scholastic performance, approval of course offerings, approval of degree program offerings, general undergraduate educational policy, grading system, academic honors, and faculty-student curricular relations. “ – HOP 3-504. Section 3-504 Of the Handbook of Operating Procedure provides detail.
3. Officers and Meetings
   1. Officers of the Undergraduate Assembly shall be as designated in Section 3-501 of the Handbook of Operating Procedures. The Provost of the University, or his/her designate, shall preside and a Secretary shall be elected from the members or ex-officio members for a two-year term. Duties of the officers and provisions for substitutions are included in the Handbook. In addition, a Parliamentarian shall be elected for a one-year term by the Assembly from members or ex-officio members of the Assembly. In the Parliamentarian’s absence the presiding officer shall appoint a substitute.
   2. A minimum of four regular meetings will be held during each academic year. The presiding officer of the Assembly will be responsible for scheduling the meetings and publishing the schedule. The schedule of meetings is to be published during the first week of June.
   3. Special meetings will be called by the presiding officer on his/her own initiative, or on the petition of seven members of the Assembly, or on the petition of 10% of the voting members of the faculty. A special meeting will require a notice in writing to be delivered to the campus address of all members of the Assembly at least five working days prior to the date of the meeting. Only those matters specified in the notice may be considered and acted on at any special meeting.
   4. In the event of an emergency, a meeting of the Assembly may be called by the presiding officer without prior notice to the membership.
   5. Balloting by mail is authorized on matters submitted to the membership in writing by the presiding officer. Sixty percent (60%) of the membership must vote in order for the results to become official.
4. Rules of Procedure
5. The general authority governing the conduct of Undergraduate Assembly meetings shall be Robert’s Rules of Order (most current issue). Minutes shall be considered for approval at the next regular meeting of the Assembly.
6. Sixty percent (60%) of the voting membership of the Assembly shall constitute a quorum.
7. In the normal course of business a voice vote will be employed to arrive at the decisions of the Assembly. A roll call ballot will be used upon the request of three members of the Assembly, or a secret ballot will be conducted upon the request of any member of the Assembly.
8. The order of business.
9. Approval of Minutes
10. Unfinished Business
11. Reports
    * + 1. Standing Committees
        2. Ad Hoc Committees
        3. Other
12. New Business
13. Adjournment
14. The Agenda
15. The Secretary of the Assembly shall be responsible for the publication of the agenda for regular meetings of the Assembly.
    * + 1. Items to be placed on an agenda shall be delivered to the Secretary at least ten days prior to the date on which the agenda is to be considered.
        2. Items may be placed on the agenda by a member of the Assembly, by any member of the faculty and staff, or by any student. The Secretary, in consultation with the Provost or Provost’s designate, will screen student requests to insure that the agenda item requested is appropriate for consideration by the Assembly. The ten-day deadline will apply in all requests to place items on the agenda. A rationale for any denial will be provided to the requestor in writing.
16. Each Assembly member shall be furnished a complete agenda, including full committee reports, five days prior to the date of the meeting at which the agenda is to be considered. Two full working days must be included in this required lead time.
    * + 1. A summary agenda shall be furnished to each administrative office of the University at least five days prior to the date of the Assembly meeting at which the agenda is to be considered.
        2. The summary agenda shall be posted at least five days prior to the date of the Assembly meeting at which the agenda is to be considered.
17. Appearance Before the Undergraduate Assembly
18. Any faculty or staff member may appear before the Assembly to speak to an item on the agenda. The faculty/staff member who wishes to speak should notify the Secretary of the Assembly in writing twenty-four hours prior to the meeting as to the item of interest and desire to be heard on the matter.
19. Students may be granted permission to appear before the Assembly to speak to an agenda item. A student wishing to be heard must request permission in writing twenty-four hours prior to the opening of the meeting. The request to speak should be addressed to the Secretary of the Assembly. Permission to speak to an item on the agenda may be granted by the presiding officer.
20. Committees reporting to the Undergraduate Assembly
21. Appointment of standing committees reporting to the Assembly
    * + 1. All appointments to standing committees reporting to the Assembly shall be made by the President of the University on the advice of the University Committee on Committees. A yearly administrative memorandum lists the terms of appointment and the members of university committees.
        2. Unless otherwise stated, chairmen of standing committees will be elected from the voting membership of each committee.
22. Standing Committee

1. University Committee on Undergraduate Curricula

Curricular matters are forwarded to the University Committee Undergraduate Curricula by the appropriate College/School Curriculum Committee. Responsibilities of this committee consist of: (a) reviewing and evaluating undergraduate curricular matters involving changes, deletions, or additions to undergraduate courses or undergraduate degree requirements; (b) providing appropriate assistance and advice concerning general university degree requirements; and (c) insuring that proposals under its consideration meet such requirements. All curricular matters approved by this committee are forwarded and presented for action by the Assembly.

2. The Registration, Calendar and Scheduling Committee

This committee has responsibility for policy development regarding registration procedures. The committee also prepares and submits registration schedules (days and hours) and the university calendar (days and events) to the Assembly for final approval.

3. Academic Standards Committee

The committee recommends to the Undergraduate Assembly policies

concerning admissions; academic progress, deficiency or probation;

and graduation requirements.

4. Teacher Education Council

The council (a) provides liaison between the Center for Professional Teacher

Education and other academic departments; (b) establishes policies for

Teacher education; (c) proposes new programs for certification; and (d) hears

Appeals from students denied admission to certification.

1. Ad Hoc Committees - Ad Hoc Committees may be constituted by the Provost or his/her designate, or by motion of the committee for special, short-term initiatives as needed.

1. Records of the Undergraduate Assembly
2. The Secretary of the Undergraduate Assembly is responsible for keeping the minutes of all meetings of the Assembly. The minutes are to be complete, including all supporting documents.
3. A complete copy of the minutes will be publicly available. Another copy shall be placed on deposit in the University Archives.
4. Amendment of the Bylaws
5. Proposals for changes in the Bylaws may be placed on the agenda of any regular or special meeting of the Undergraduate Assembly but shall not be acted on until the next meeting of the Assembly.
6. Two-thirds of the members present and voting must approve the change in order for it to take effect.

**The Special Committee we put together met, and has made the following revisions to our Bylaws to be voted on at the next April 7th Undergraduate Assembly meeting.**

The following were on the committee:

Kim van Noort

Mary Jo Lyons

Sergio Espinosa

Chandra Subramaniam

Jeanean Boyd

Gergely Zaruba

The first thing we added to the Bylaws:

1. Purpose and Functions, we felt there was not a good definition in the bylaws or any reference to what we should be doing.
2. We changed “with the Provost or Provost’s designate, shall preside”
3. Ad Hoc Core Committee used to be listed as a standby committee. This committee was formed in the 1990’s when we had to form the Core Curriculum. This is no longer needed as we have a core curriculum.
4. The standard language about The Agenda, rules of procedure. The lead time to place items on the agenda, any member of the faculty, staff or member of the Undergraduate Assembly can place items on the agenda. Student requests must be screened prior to development of the agenda. Students who wish to speak must be granted permission within 24 hours of the meeting. Agenda’s will be publicly available. Any faculty or staff member may appear before the assembly after notifying the secretary.
5. The standing committees, there are fewer than before. We have deleted the following committees.
   1. Commencement Committee has been taken over by the Office of the Provost.
   2. University Library Committee no longer reports directly to the Undergraduate Assembly
   3. We removed Ad Hoc Committee and added a line stating “Ad Hoc Committee may be

constituted by the Provost. There is an amendment on the table to add verbiage to Ad Hoc Committee “designate, or by motion of the assembly”. Motion to second, amendment granted for review.

According to the bylaws we are not able to vote on these changes until the next Undergraduate Assembly meeting. Please take the suggested changes back to your departments asking for any commentary on the noted changes.

Any other unfinished business.

Any other new business.

I have invited President Karbhari to come to the next meeting to speak about the strategic plan, and answer any questions. He has not yet accepted.

Anyone is welcome to invite someone to the Undergraduate Assembly to speak. We have had guest speakers in the past who have been very interesting.

Motion to adjourn, motion has been seconded.

Meeting is adjourned at 2:45 p.m.

**The material noted below is for future reference only**

**January 27, 2015**

Kevin Gustafson, Chair, presided over the meeting of the Undergraduate Curriculum Committee (UCC). The meeting was convened at 3:00 pm in 303 CPB. The following people were in attendance: Donna Akers, SUPA; Elisabeth Cawthon, CoLA; Larry Chonko, Business; Minerva Cordero, Science; Norma Figueroa, Architecture; Brenda Hoolapa, Nursing;Richard Jimmerson, Registrar; Mohan Pant, Education; Lynn Peterson, Engineering;Loraine Phillips, IRPE; Martha Salinger, Registrar; Tammy Shoemaker, Registrar; Kimberly Van Noort, University College.

The following changes were requested:

# COLLEGE OF LIBERAL ARTS

## Elisabeth Cawthon presented the College of Liberal Arts material:

Department of Communication

Course Add

BCMN 3360 - Sports Reporting *Approved as is*

BCMN 4322 - Corporate Video Production *Approved as is* JOUR 2330 - Introduction to Journalism *Approved as is* JOUR 3360 - Sports Reporting *Approved as is*

Course Change

JOUR 2340 - Photojournalism I- Add prerequisite *Approved as is*

JOUR 2346 - Reporting - Add prerequisite and update course description *Approved as is*

JOUR 3345 - News Editing - Add prerequisite and update course description *Approved with minor spelling change*

## Department of Modern Languages

Course Add

ARAB 3312 -Topics in Arabic Literature and Culture *Approved with change in Transcript Title*

ARAB 4393 - Arabic Internship *Approved as is* CHIN 4393 - Chinese Internship *Approved as is* FREN 4393 - French Internship *Approved as is* GLOBAL 4393 - Internship *Approved as is*

KORE 3301-Topics in Korean Literature and Culture in Translation *Approved as is*

KORE 4393 - Korean Internship *Approved as is* PORT 4393 - Portuguese Internship *Approved as is* Course Change

GERM 1441- Beginning German - Title change *Approved as is*

GERM 3314 - German Composition and Grammar - Title and description change *Sent back - need to consider whether this should be a title and description change or a completely new course*

GERM 4313 - German Literature and Culture I-Title and description change *Approved as is* GERM 4314 - German Literature and Culture II- Title and description change *Approved as is* KORE 3303 - Korean Conversation and Culture I- Title and description change *Approved as is* KORE 3304 - Korean Conversation and Culture II - Title and description change *Approved as is* SPAN 3305 - Advanced Spanish for Heritage Speakers - Description change *Approved as is*

## Department of Sociology and Anthropology

Course Add

ANTH 3352 - Archaeology of Africa *Approved as is*

ANTH 3357 - Collapse and Sustainability *Sent back - course title is confusing*

Course Change

ANTH 2339 - Introduction to Archaeology - Title change *Approved as is*

Meeting adjourned at 3:40 pm.

**February 10, 2015**

Kevin Gustafson, Chair, presided over the meeting of the Undergraduate Curriculum Committee {UCC). The meeting was convened at 3:05 pm in 303 CPB. The following people were in attendance: Elisabeth Cawthon, CoLA; Minerva Cordero, Science; Norma Figueroa, Architecture; Sebastian Fuentes, Provost; Brenda Hoolapa, Nursing;Richard Jimmerson, Registrar; Conroy Kidd, Registrar; Mohan Pant, Education; Lynn Peterson, Engineering;Loraine Phillips, IRPE; Phil Popple, Social Work; Martha Salinger, Registrar; Kimberly Van Noort, University College; Abu Villa, Kinesiology.

The following changes were requested:

# COLLEGE OF ENGINEERING

## Lynn Peterson presented the College of Engineering material:

Department of Computer Science and Engineering

Add Course

CSE 1309 - Introduction to Programmingfor Non-Engineering Majors *Approved as is*

Change Course

CSE 3302 - Programming Languages -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3310 - Fundamentals of Software Engineering - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3311- Object-Oriented Software Engineering -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3313 - Introduction to Signal Processing - Strengthen prerequisite to "C or better in" *Approved as is* CSE 3315 - Theoretical Concepts in Computer Science and Engineering- Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3320 - Operating Systems - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3323 - Electronics for Computer Engineering - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3330 - Database Systems and File Structures - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 3380 - Linear Algebra for CSE - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4303 - Computer Graphics - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4305 -Compilers for Algorithmic Languages -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4309 - Artificial Intelligence II -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4314 - Professional Practices - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4316 - Computer System Design Project I- Strengthen prerequisite to "C or better in" *Approved as is* CSE 4317 - Computer System Design Project II -Strengthen prerequisite to "C or better in" *Approved as is* CSE 4319 - Modeling and Simulation - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4321 - Software Testing & Maintenance - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4322 -Software Project Management - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4323 - Quantitative Computer Architecture - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4331 - Database Implementation and Theory - Strengthen prerequisite to "C or better in" *Approved*

*as is*

CSE 4334 - Data Mining- Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4340 - Mobile Systems Engineering- Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4342 - Embedded Systems II -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4344 - Computer Network Organization -Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4345 - Computational Methods - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4351 - Parallel Processing - Strengthen prerequisite to "C or better in" *Approved as is*

CSE 4360 - Autonomous Robot Design and Programming - Strengthen prerequisite to "C or better in"

*Approved as is*

CSE 4361 -Software Design Patterns -Strengthen prerequisite to "C or better in" *Approved as is* CSE 4380 - Information Security - Strengthen prerequisite to "C or better in" *Approved as is*  Delete Course

CSE 4346 - Advanced Computer Networks *Approved as is*

CSE 4348 - Multimedia Systems *Approved as is*

## Department of Industrial Engineering

Change Course

IE 3315 -Operations Research I- change prerequisite to MATH 2326 concurrent *Approved as is*

IE 4339 - Product Development, Producibility and Entrepreneurship - change title and description to reflect updated content *Approved as is*

IE 4345 - Applied Knowledge Engineering and Data Analytic Applications - change title and description to reflect updated content *Approved as is*

## Department of Mechanical and Aerospace Engineering

Add Course

MAE 4324 - Introduction to Bearing Designs & Lubrication *Approved as is*

MAE 4386 - Wind & Ocean Current Energy Harvesting Fundamentals *Approved as is*

Change Course

MAE 1105 - Introduction to Mechanical and Aerospace Engineering - change prerequisite to add MATH 1421 (or concurrent enrollment) *Approved as is*

MAE 1351- Engineering Graphics and Industrial Practices - change prerequisite to add MATH 1421 (or concurrent enrollment) *Approved as is*

# COLLEGE OF LIBERAL ARTS

## Elisabeth Cawthon presented the College of Liberal Arts material:

Department of Philosophy

Add Course

CLAS 2305 - Topics in Classical Civilization-need *approved for Summer 2015 Approved as is*

## Department of Sociology and Anthropology

Add Course

ANTH 3357 - Collapse and Sustainability of Societies *Approved as is*

Change Course

ANTH 4459 - Bioarchaeology - Add required lab section; change course number to reflect increase in hours; shorten course description *Approved as is*

ANTH 4460 - Zooarchaeology - Add required lab section; change course number to reflect increase in hours; shorten course description *Approved as is*

## Department of Theatre Arts

Add Course

ONCE 0132 - Modern Dance I *Sent back to CoLAfor revision in course number*

ONCE 0135 - Ballet I *Sent back to CoLAfor revision in course number* ONCE 0136 - Jazz Dance I *Sent back to CoLAfor revision in course number* ONCE 1232 - Modern Dance II *Approved as is*

ONCE 1235 - Ballet II *Approved as is* ONCE 1236 - Jazz II *Approved as is* Delete Course

DNCA 0130 - Country & Western Dance *Approved as is*

Change Course

DNCA 0131- Ballroom Dance - Added course description; grading option changed to "Graded"; CIP code changed *Approved as is*

DNCA 0133 - Swing Dance - Added course description; grading option changed to "Graded"; CIP code changed *Approved as is*

DNCA 0134 - Tap Dance - Added course description; grading option changed to "Graded"; CIP code changed *Approved as is*

DNCA 0139 -Dance Performance - Added course description; gradingoption changed to "Graded";CIP code changed *Approved as is*

ONCE 1300 - Dance Appreciation - CIP code corrected; grading option changed *Approved as is*

THEA 3355 - Dance for Musical Theatre I- change in title and description to reflect primary emphasis in musical theatre dance styles *Approved as is*

THEA 4335 - Dance for Musical Theatre II - change in title and description to reflect primary emphasis in musical theatre dance styles *Approved as is*

# COLLEGE OF NURSING

## Brenda Hoolapa presented the Nursing material:

Change Course

NURS 3300 - Cooperative Nursing Work Experience - Cannot repeat this course for credit *Approved as is* NURS 4300 - Cooperative Nursing Work Experience - Cannot repeat this course for credit *Approved as is* NURS 4465 - RN-BSN Care of Vulnerable Populations Across the Lifespan - Change prerequisite *Approved as is*

NURS 4685 - RN-BSN Capstone -Change pre and co-requisites to be in line with the BSN course *Approved as is*

The College of Nursing also had some catalog changes that will be discussed at the next UCC meeting.

## Abu Villa presented the Kinesiology material: Department of Kinesiology

Add Course

KINE 4337 - Strength and Conditioning in General Populations: Health and Disease *Approved as is*

Change Course

KINE 2301-Teaching Games for Understanding - Change in pre- and co-requisites *Approved as is*

KINE 2302 - Dance and Movement Activities - Change in pre- and co-requisites *Approved as is*

KINE 3304 - Adapted Physical Exercise & Sport - Change in pre- and co-requisites *Approved as is*

KINE 3325 - Undergraduate Research Methods - Change in pre- and co-requisites *Approved as is*

KINE 4193 - Physical Education Teacher Certification Practicum - Change in course description *Approved as is*

KINE 4317 - Exercise Prescription for Special Populations - Remove lab component and fold relevant elements into lecture *Approved as is*

KINE 4321 - Teaching Elem Physical Education - Change in CIP code to ensure a more accurate designation

*Approved as is*

KINE 4329 - Strength & Conditioning in Sport and Performance - Change in course name *Approved as is*

# COLLEGE OF SCIENCE

## Minerva Cordero presented the College of Science material:

Department of Biology

Add Course

BIOL 1345 - Biology Ifor Nursing Students *Approved as is*

BIOL 4089 - Research in Biology *Sent back to College of Science for revision in course number*

BIOL 4421 - Advanced Topics in Neuroscience *Approved as is*

Change Course

BIOL 2457 - Human Anatomy and Physiology I- Change in prerequisites *Approved as is*

BIOL 2460 - Nursing Microbiology - Change in prerequisites *Approved as is*

## Department of Earth & Environmental Sciences

Add Course

ENVR 2301- Introduction to Environmental Science *Approved as is* ENVR 2414 -The Global Environment and Human Health *Approved as is* ENVR 3187 - Environmental Science Field Methods *Approved as is*

ENVR 4189 - Research in Environmental Science *Approved as is*

ENVR 4315 - Introduction to Environmental Studies *Approved as is*

ENVR 4330 - Understanding Geographic Information Systems *Approved as is*

GEOL 4389 - Research in Geology *Approved as is*

Delete Course

GEOL 2414 - The Global Environment and Human Health *Approved as is*

Change Course

GEOL 3442 -Sedimentology and Stratigraphy -Change in prerequisites *Approved as is*

GEOL 3443 - Structural Geology - Change in prerequisites *Approved as is*

GEOL 3445 - Mineralogy - Change in prerequisites and course number to reflect rigor of course *Approved as is*

GEOL 3446 - Petrology and Geochemistry - Change in course number to reflect rigor of course *Approved as is*

GEOL 4189 - Research in Geology -Changed grading from P/F to letter-graded *Approved as is* GEOL 4289 - Research in Geology - Changed grading from P/F to letter-graded *Approved as is* GEOL 4302 - Geodynamics - Update and change prerequisites *Approved as is*

GEOL 4308 - Environmental Geochemistry - Change prerequisites to reflect course content *Approved as is*

GEOL 4465 - Physical Oceanography - Update content and prerequisites *Approved as is*

## Department of Psychology

Add Course

PSYC 4081 - Volunteer Research in Psychology *Sent back to College of Science for revision in course number*

Change Course

PSYC 4350 - Sport Psychology - Change in name of course *Approved with spelling correction*

## UNIVERSITY COLLEGE

Present proposed changes to the B.S. in University Studies degree *Tabled by University College to be considered at a later time*

Meeting adjourned at 4:35 pm.