

Undergraduate Curriculum Council
November 4, 2011
Minutes

Members Present

Irene Pintado	Shelley Bock
Dee Larson	Amanda Dahl
Rita Hinton	Josh Hanes
Donna Burlingame	Deborah Miranda
Tammy Prather	Marty Hatton

Guests Present

Brian Anderson

The Undergraduate Curriculum Committee met on November 4, 2011, in the Welty Boardroom. Irene Pintado called the meeting to order. The minutes of the October meeting were approved by a unanimous vote.

University Administration Actions

President Brigham approved the Council Actions from the October 7, 2011, meeting concerning the following:

1. Modify an existing curriculum: Require all four survey courses (101, 102, 109, 110) and reduce the number of credits required from 27 to 24.
2. Add a new course to the Women's Studies minor options/Cross-list with HKH 382: Cross list HKH 382 as a new course called WS 382.

Council Actions for November 4, 2011

College of Arts and Sciences

Brian Anderson presented the following proposal for History:

1. Modify an Existing Curriculum – History

This proposal changes the requirement for a 'non-western' history course to a 'global' history course. This change more accurately reflects the course selection to fulfill this requirement and brings it in line with current terminology in university history programs. Amanda Dahl made a motion to accept the proposal as presented and Deborah Miranda seconded. The proposal was approved unanimously.

School of Professional Studies

Amanda Dahl presented the following proposals for Culinary Arts

2. Add a New Course – CA 385 Advanced Baking II
This proposal provides a continuation to the Advanced Baking course with more experience in producing pastries from scratch. Deborah noted some errors in this proposal and a question concerning whether or not the Advanced Baking course should be Advanced Baking I. Deborah made a motion to accept the proposal as presented with assorted errors corrected and stipulation that the CA 375 course will be changed to Advanced Baking I with no additional documentation required. Donna Burlingame seconded and the proposal was approved unanimously.
3. Modify an Existing Curriculum – Culinary Arts
This proposal reflects the addition of CA 385, if approved, to the optional/elective courses available to our students. Dee Larson made a motion to accept the proposal as presented and includes the title change for CA 375 to Advanced Baking I with no additional documentation required. Deborah Miranda seconded and the proposal was approved unanimously.
4. Modify an Existing Course – FN 302 Menu/Recipe Development
This proposal adds a prerequisite of CA 200 Introduction to Culinary Arts to the course. Previously students with little or no experience in the kitchen registered for this class and are not as prepared for the content of FN 302. Deborah Miranda made a motion to accept the proposal as presented indicating that this proposal is for a prerequisite and not a corequisite. Rita Hinton seconded and the proposal was approved unanimously.

Old Business

No old business was presented.

New Business

- Marty Hatton distributed the guidelines for assigning CIP codes to both degree program and course proposals. Academic units will be responsible for assigning the CIP codes and indicating those codes on the proposal forms prior to submission to Academic Affairs for distribution to the UCC committee.
- All the proposal forms will need to be changed to include a space available for the CIP code to be indicated. A suggestion was made to put the links to the websites with the codes on the forms for easier access by the departmental units.

- All areas will need to review the forms for other possible changes and area representatives will bring recommendations to the next meeting. Indications that fillable PDF forms would be easier for departments and help eliminate the old forms that keep resurfacing.
- Marty Hatton and Tammy Prather will take the forms to Academic Council for review and approval.

Our next meeting is scheduled for December 4, 2011, at 1:30 pm. Proposals will be due a day earlier than normal as the University will be closed for Thanksgiving holiday. Please have your proposals in by noon November 22, 2011.