

## September 11, 2017 Memo to UNI Faculty Senate

Dear Senators,

Curriculum proposals for new majors and program closures are handled before all other curriculum proposals in the annual curriculum cycle. This year the UCC and the GCCC both met during the first week of classes (August 21<sup>th</sup>) to begin our curriculum reviews because new majors and degree programs, and program closures and suspensions, need approval from external bodies in addition to the Faculty Senate before they can move through the approval process to be considered for the 2017-18 curriculum cycle. Thus, we are on a very tight timeline with the new one-year curriculum cycle.

Specifically, new majors need approval by the ICCPHSE (Iowa Coordinating Council for Post-High School Education) and all new programs and program closures need to be approved by the Higher Learning Commission and the Iowa Board of Regents. These approvals must be in place with time for review before the October 18, 2017 meeting of the Council of Provosts to be considered for the 2017-18 catalog.

To meet these deadlines, these curriculum proposals would need be discussed at the September 11, 2017 UNI Faculty Senate meeting. For this reason we have requested that these proposals be moved to the head of the docket so that they may be discussed on that day.

To facilitate your review of these proposals before the September 11, Senate meeting, you are receiving the following documents:

1. Two documents summarizing these curriculum proposals: one for graduate curriculum and the other for undergraduate curriculum.
2. Minutes from the UCC (Undergraduate Curriculum Committee) meeting (8-23-17) and the GCCC (Graduate College Curriculum Committee) meeting (8-21-17) in which these curriculum proposals were discussed.

You will find the actual curriculum proposals yourselves in the Leepfrog program. See below for instructions on how to look at them.

Thank you for your patience with this unusual situation.

Patrick Pease,  
Chair, UCC

Gabriela Olivares-Cuhat,  
Chair, GCCC

## How to look up these proposed programs and courses in the Leepfrog system

To find programs go to: <https://nextcatalog.uni.edu/programadmin/>

For the ENVRESMGMT-BA, you can type \*BA and that will bring you to a list of all the BA programs, scroll down to the ENVRESMGMT-BA; after selection you will see the program and any associated documents that were uploaded with it (i.e. justifications, consults, etc.)

For the ENVSCI-BS, you can type \*BS and that will bring you to a list of all the BS programs, scroll down to the ENVSCI-BS; after selection you will see the program and any associated documents that were uploaded with it (i.e. justifications, consults, etc.)

For the Graduate Programs, please type AT-MS\* and SPANISH-MA\* and follow the same procedure.

An easy way to find all the programs you need to look at is to click on “workflow” then scroll down until you see “Faculty Senate”

To find courses go to: <https://nextcatalog.uni.edu/courseadmin/>

An easy way to find all the courses you need to look at is to click on “workflow” then scroll down until you see “Faculty Senate.”

More detailed instructions can be found at:

[https://provost.uni.edu/sites/default/files/u93/navigation\\_in\\_leepfrog\\_curriculum\\_system\\_8-17.pdf](https://provost.uni.edu/sites/default/files/u93/navigation_in_leepfrog_curriculum_system_8-17.pdf)

If you need assistance or more information please call Cheryl Nedrow (3-2518) for undergraduate program questions and Gabi Olivares (3-2748) for questions on graduate programs.