

**MINUTES OF
UNIVERSITY COMMITTEE ON CURRICULA**

August 22, 2018

Present: K. Basom, R. D. Hakes, C. Christopher, M. Fienup, A. Gabriele, K. Martin, J. Zhu, C. Nedrow, P. Pease,
G. Pohl, G. Rhineberger-Dunn, S. Riehl, J. Smothers, D. Wallace

Absent: D. Heistad, K. Martin, J. Morrow

Guests: O. Grybovych Hafermann, M. Devlin, C. Zeman, L. Riedle, S. Giese, K. Strong, M. Clayton

The meeting was called to order by P. Pease at 3:00 p.m. in the Presidential Room, Maucker Union.

I. Welcome and Introductions

P. Pease welcomed all present. Introductions followed. P. Pease thanked everyone for their service to the committee.

K. Basom nominated P. Pease for chair. G. Pohl seconded.

Discussion followed on whether to write into the UCC handbook that the Associate Provost for Academic Affairs always serves as chair. Would need to be proposed and approved by faculty senate. M. Fienup commented it is nice to have the flexibility in case others wanted to chair the committee.

Pease called for a vote on the motion. Passed unanimously.

Chair Pease reviewed UCC Scope of Duties from the handout sent to the committee. Highlighted were the roles of 1st and 2nd readers, pre-meetings, consent agendas and key points to consider when reviewing curriculum packets.

D. Hakes asked about the time commitment for the committee and P. Pease reviewed the calendar. Work for the committee should be ending in October. P. Pease mentioned he is looking at the curriculum timeline and may make a proposal for future curriculum years.

II. Curriculum Review Procedures for edited major BA in Public Health and Education (Edited Name)

T. Gabriele moved, M. Fienup seconded to approve new major title BA in Public Health and Education.

M. Devlin explained the change is to be consistent with accreditation body and current industry trends. C. Zeman mentioned that Public Health is a better fit for the variety of credentialing options available. Health Promotion is a much narrower focus. Maintain the focus on education.

A. Gabriele asked if there may be some concerns from the University of Iowa regarding overlap with the names of their programs. S. Riehl asked if it would be helpful to get a letter of support from University of Iowa Public Health Department. G. Rhineberger-Dunn mentioned if change is industry driven should not be a concern. M. Devlin and C. Zeman mentioned there has been a change in leadership from years past when UNI's program first started. Now many Public Health programs in the state and they don't foresee any opposition. P. Pease mentioned that his office with outreach to University of Iowa for letter.

Gabriele asked about consult with anthropology. M. Devlin and C. Zeman clarified it was historical information retained in LeapFrog concerning the certificate that was updated a number of years ago.

P. Pease stated that he would need Form G for the Board of Regents and will work with the Department on edits.

Gabriele reminded that the name change would need to be reflected throughout the catalog. Asked if there would be a change to the course prefixes. P. Pease stated that he didn't think prefix changes needed to go through the committee process and asked if there was support for committee. K. Bason commented that he did not believe the change in prefix needed to be voted on by the curriculum committee. S. Riehl asked if we should be concerned that many prefix changes would be requested. Pease clarified that it would be tied to a name or curriculum change. If prefix change was not in the curriculum packet, departments could work with D. Wallace to change. G. Rhineberger-Dunn commented that from a student perspective they would be looking for something under Public Health so a prefix change could be helpful. D. Wallace explained Department Head and Dean would need to approve the prefix change and that the prefix change would have to be implemented after the Board of Regents approved the name change. Due to timing of schedule of classes and advanced registration the earliest a prefix change could go into effect was Spring 2020.

Chair Pease called for a vote on the motion to approve the amended new major title BA in Public Health and Education. Motion carried and BA in Public Health and Education program was approved with approved unanimously.

III. Curriculum Review Procedures for edited major BA in Graphic Technology

T. Gabriele moved, M. Fienup seconded to approve the edited major BA in Graphic Technology.

P. Pease asked department representatives for clarification on need for the name change. L. Riedl, S. Giese, and K. Strong communicated that it more accurately communicates that there is one technology and aligns better with other programs.

P. Pease will work with department on completing Form G for the Board of Regents.

Gabriele mentioned technologies in the course descriptions need to be changed as well and throughout the catalog. D. Wallace confirmed changes will be made as a part of the clean-up process.

Chair Pease called for a vote on the motion to approve the amended edited major BA in Graphic Technology. Motion carried and the BA in Graphic Technology was approved unanimously.

IV. Additional Discussion

P. Pease asked if there were additional questions. Further discussion occurred on 1st and 2nd reader responsibilities, and examples of how to determine what to propose for a consent agenda were given.

A request was made that committee members receive the agenda as soon as possible after the pre-meeting. C. Nedrow will send soon as possible. Nedrow reviewed that Google sheets work better with hyperlinks than the MS Excel document so she will be putting things in Google Sheets to share.

D. Wallace asked the committee and clarification was given that no changes would be made to LeapFrog proposals until after UCC votes. P. Pease specified that changes are not official until Faculty Senate approval.

D. Hakes asked who invites the department representatives. It was clarified that C. Nedrow puts out the email invitation with meeting details. P. Pease stated that if guests do not show up the committee can vote on the proposal without representation or table for a future meeting and request that guests attend. 1st and 2nd Readers can reach out and clarify any questions or needed documentation from the department proposing the changes.

A new schedule of 1st and 2nd reader assignments will be sent out to have a balance of returning and new committee members.

Chair Pease stated the next meeting would be **3:00 p.m., Wednesday, August 29** in **Presidential Room, Maucker Union**, at which time the CSBS curriculum packet will be reviewed.

The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Joan Smothers
Office of the Registrar

jps

cc: UCC
GCCC
Guests