The meeting began at 8:00 a.m.

Welcome and Introductions:
The Chair welcomed the Committee. Because the Committee has several new representatives this year, self-introductions were made by all.

Consent Agenda:
The following items remained on the Consent Agenda and were unanimously approved.

1. College of Aeronautics
   a. CGR – B.S. Aeronautical Science
   b. CGR – B.S. Aviation Meteorology
   c. CGR – B.S. Aviation Management
   d. CRC – AVT 2201 – National Airspace System
   e. CRC – AVT 2303 – Aviation Career Planning
   f. CRC – AVM 4303 – General Aviation Operations and Management
   g. CRC – AVS 2102 – Aerodynamics

3. Department of Construction Management
   b. CRC – CON 2000 – Statics & Mechanics for Construction

College of Science
6. Department of Physics and Space Sciences
   b. ANM – B.S. Astronomy & Astrophysics

College of Psychology and Liberal Arts
7. School of Arts and Communication
   a. CRC – HUM 3333 – American Military History

Consent Agenda Discussion Items:
The following items were discussed and unanimously approved.

1. College of Aeronautics
   h. CGR – B.S. Aviation Administration – Flight
   i. CGR – B.S. Aviation Administration

It was noted that BUS 3503 (Human Resource Management) was no longer regularly taught, and that this could have an adverse impact on these degree programs. In response, it was stated that these degrees were taught in Panama, and that BUS 3503 was regularly offered on that campus.

On a side note, related to other College of Aeronautics items on the Consent Agenda, it was pointed out that AVS 4402 (Aviation Sustainability) and AVT 4302 (Air Traffic Control 2) each have AVT 1001 (Aeronautics 1) as a prerequisite. Since the College of Aeronautics’ stated intention was to replace AVT 1001 with AVM 1000 (Introduction to Aviation) in non-flight programs, it was suggested that this
change also be made with AVS 4402 and AVT 4302, respectively. In response, Ms. Dunbar (College of Aeronautics) stated that since AVS 4402 and AVT 4302 are not required courses in any of the College of Aeronautics degree programs, these courses were overlooked, and that requests for the suggested change would be forthcoming in a future meeting.

The following item was discussed and unanimously tabled.

College of Engineering
2. Department of Biomedical Engineering
   a. ANC – BME 4300 – Independent Study in Biomedical Engineering

Because this is proposed as a three-credit-hour “research-style” course, the number of hours in the course must be consistent for the “Supervised Research Experience/Undergraduate Research” credit hour definition, which states that 1 credit hour is defined as 180-240 minutes per week of research-related activity, requiring a three-credit-hour course to have 540-720 minutes per week of activity. The ANC form indicates only 45 hours per semester, corresponding to 150 minutes per week. It was suggested that either the amount of time spent on course work be increased, or the course be made to have variable credits. In addition, a request was made to have a sample syllabus that showed an example of an actual research topic that might be the subject of this course, in addition to the generic syllabus provided. In response, Dr. Bashir (Biomedical Engineering) suggested the item be tabled until the department faculty could further discuss the matter. It is anticipated that the matter will again be brought before the Committee at the next meeting.

3. Department of Construction Management
   The following item was discussed and unanimously tabled.
   a. CRC – CON 1004 – Construction Plan Reading

The issue arose that the department’s request to increase the number of credit hours for the course did not account for the increased course load this would cause freshmen during their first term, nor did it include an accompanying request to change the graduation requirements since the change would represent an increase in the number of credits required for the degree. In response, Prof. Locurcio (visiting for Construction Management) indicated he became aware of the issue after the forms had already been submitted to the Committee, and that it is the department’s intention to adjust the Construction Management program to reduce the load on incoming freshman, and ensure that the number of credit hours required for the degree not increase. A motion was made to table further consideration of this item until the department could also submit a CGR for the B.S. in Construction Management outlining how the program would be altered to accommodate the change in credits of CON 1004.

   The following item was discussed and unanimously passed.
   c. CRC – CON 3002 – Building Mechanical & HVAC Systems

It was pointed out that CON 1001 was a non-existing course (being asked to be removed from CON 3002). In response, Prof. Locurcio pointed out that CON 1001 had been previously removed from the curriculum, however it still appeared as a prerequisite on CON 3002, and this was a request to remove it.
The following items were discussed. CON 4000, CON 4002, and CON 4003 were withdrawn from consideration. CON 4001 was unanimously approved, as amended.

d. CRC – CON 4000 – Constr. Controls, Budget, Schedule & Quality

e. CRC – CON 4001 – Building Electrical & Electronic Systems

f. CRC – CON 4002 – Construction Equipment & Safety


The concern arose that because Jr. Standing was to be a prerequisite without any other restriction, any student from any program could take these courses. In response, Prof. Locurcio indicated that in practice, only Civil Engineering students have ever shown any interest in taking these courses, but it would be okay for any student to take them.

The Registrar’s Office pointed out that the proposed changes to the prerequisites could not be programmed into BANNER; BANNER cannot be programmed to permit a specific course “or” junior standing, however a restriction of a specific course “and” junior standing is okay. Because CON 4000, 4002, and 4003 had proposed this “specific course ‘or’ junior standing” structure, and there was no other immediate solution, the department withdrew changes to these courses from further consideration until another solution could be determined.

It was noted that the CRC form for CON 4001 was not consistent with the stated prerequisites in the form’s comment section. After confirming what final prerequisites were desired, the Chair indicated he would adjust the form’s check boxes to be consistent with the prerequisite string in the comment section.

College of Science

4. Department of Chemistry

The following item was discussed and unanimously approved, as amended.

a. CRC – CHM 1101 – General Chemistry 1

A question arose as to what was meant by “higher-level math.” For instance, is MTH 1000 (Precalculus) considered higher-level math than MTH 1011 (Precalculus A)? It was explained that “higher-level math” referred to content, not course number. Dr. Winkelmann (in attendance from Chemistry) indicated that students needed to have an appropriate background in algebra, noting “intermediate-level” or “college-level” algebra. This raised the question as to whether he wanted to request MTH 1701 (College Algebra) as an additional prerequisite, one that was not listed on the form, to which he responded “yes,” and the form was amended.

The discussion returned to what was “higher-level” math, and the Chair indicated that the additional prerequisite “placement into higher-level math” was at his behest. The Chair had consulted with the Registrar about whether placement into a course other than MTH 1011 would be recognized by BANNER as having satisfied the prerequisite, and he felt the need to include the additional prerequisite about math placement to ensure BANNER was properly programmed. After additional discussion, the Committee decided to vote to approve the CRC, as amended, and let the Registrar’s office work out how it can be implemented in BANNER.
A comment was also made that by implementing this change, this is likely to push more students off track from their program curricula. Acknowledging this, Dr. Winkelmann indicated that he hoped to be able to add an additional section of CHM 1102 (General Chemistry 2) each fall as needed.

The following item was discussed and unanimously approved.
5. Department of Education & Interdisciplinary Studies
   a. ANC – ISC 3250 – Systems, Governance, and Sustainability

The question was asked as to why this 3000-level course only would only have a 1000-level prerequisite, given the Committee’s attempts to be more consistent with the University course numbering scheme. In response, Dr. Lindeman (in attendance from Education and Interdisciplinary Studies) noted that this is a replacement course in a program that the Committee approved last year, that the original course was a 3000-level course, and that the new course was designed for and contained content appropriate to a 3000-level course. It was also pointed out that there are no courses both offered by the department and required for the B.S. Sustainability Studies program at the 2000-level.

The following item was discussed and unanimously approved, as amended.
   b. CGR – B.S. Sustainability Studies

It was noted that the CGR form did not include catalog dates. It was agreed that the change would be included in the 2015-2016 University Catalog, and the form was accordingly amended.

6. Department of Physics and Space Sciences
   The following item was discussed and unanimously approved.
   a. ANM – B.S. Astrobiology

It was pointed out that there were typographical errors in the proposed curriculum:
   1. “CHM 4010” should read “BIO 4010”
   2. “SPS 4025” should read “BIO 4110”

The corrections were made.

The following item was discussed and unanimously approved.
   c. CRC – PHY 1050 – Physics & Space Science Seminar

It was asked why a freshman-level course was being major-restricted considering that most freshmen level survey courses are meant to give all students a glimpse of what the corresponding major might include. This is particularly useful for freshmen who might be considering a dual major, or those freshmen who have not yet declared a major. Dr. Batcheldor (Physics and Space Sciences) explained that this is a required course for physics majors, but students in other programs were using this course for other purposes (such as getting a missing credit to satisfy PHY 1001’s [Physics 1] four-credit requirement), filling up the course before physics-major freshmen could be block registered into the course. However, this solution also restricts those students who want to register for the course for its intended purpose, that is, as a survey course. After discussing several other possible solutions that would have the desired effect without imposing a major restriction, the Committee decided to keep the major restriction and that the Dept. of Physics and Space Sciences would sign waiver forms for those non-physics students who want to
register for the course as a survey course (as opposed to those who are looking to complete the credit hour requirement for PHY 1001).

A question arose as to whether the department had or was working on a solution for those students who only have three credits of PHY 1001 and need a fourth credit. Dr. Batcheldor responded that there currently exists PHY 1091 (Nanotechnology), and in addition, the department is in the process of developing a one-credit-course that includes content appropriate for this purpose.

College of Psychology and Liberal Arts
7. School of Arts and Communication
   The following item was discussed and approved on a vote of 10-2-0.
   b. Add HUM 3333 as a Humanities Core Course option (dependent upon 7.a being approved)

It was asked what criteria were used to determine whether a course (this course in particular) should be added to the approved Humanities Core Elective list. Dr. Rosiene (Arts and Communication) explained that adding this course was being driven by Military Science since it is a required course for those students. He explained that while this course is fairly specialized, it is broader than other courses already on the list, such as HUM 2331 (American History 1) and HUM 2332 (American History 2). He also noted that this course has HUM 2051 (Civilization 1: Ancient through Medieval) as a prerequisite, is of higher level than other courses already on the list, and will require assessment if added to the University’s general education requirements. An objection was made that the subject of the military does not seem to have sufficient ties to the humanities to warrant it being a Humanities Core Elective. It was asked whether the course has a substantial writing/communication component, to which Dr. Rosiene responded “yes.” After some brief additional discussion, a motion was made to approve the addition to the Humanities Core Elective list.

The following items were discussed and unanimously approved.
8. School of Psychology
   a. CRC – PSY 2510 – Research and Computer Literacy
   b. CRC – CRM 2702 – Criminal Investigations

The question arose as to why these changes needed to be explicitly made? It was the understanding of the School of Arts and Communications that when WRI 1001 was introduced, COM 1001 was end-listed, and all COM 1001 pre/co-requisites would automatically convert to WRI 1001. The Registrar’s office explained that BANNER does not do this automatically, and that in the past the changes would be made manually to each course with the relevant pre/co-requisite. However, now with over 2500 active courses, this is impractical, and until (in this case) COM 1001 is “taught out,” it would continue to appear as a pre/co-requisite in the Catalog.

Discussion Item:
1. Nominations for UGCC Chair 2015 – 2017
   Because the meeting had run long, the Chair suggested putting off nominations until the next meeting, however the Committee indicated that their only nominee was Dr. Archambault (Mechanical & Aerospace Engineering) for another term. The Chair indicated he was willing to continue to serve unless
there were other nominees, or if someone else wanted to take on the Chair role, and thus asked for additional nominees (including self-nominations). No additional nominations were made. The Chair indicated that additional nominations would be accepted at the next regular meeting, and a formal vote held to elect the Chair for the 2015 – 2017 academic years.

Informational Item:
1. Fall 2014 Meeting Dates

*The Chair noted the following dates.*

- August 29
- September 12 (policy and procedure discussion only)
- September 26
- October 24
- November 21

A special meeting will be held Fri., Sept. 12 at 8:00 a.m. in the Physical Sciences conference room. This meeting is for policy and procedure discussion only.

Our next regular meeting is Fri., Sept. 26 at 8:00 a.m. in the Physical Sciences conference room. Agenda items are due Fri., Sept. 19.

*The meeting ended at 9:15 a.m.*

Respectfully submitted,

*Mark Archambault – Chair*