**UCC Committee Meeting**

**March 8, 2013**

**Graduate School Conference Room**

**Present:** Gina Hogue, Kim Pittcock, Randy Kesselring, Jacques Singleton, Rick Clifft, Shelley Gipson, Shawn Drake, Warren Johnson, David Gilmore and proxy for Chris Harper, Jesse Blankenship, Paula Bradberry, Beverly Boals, Josie Welsh, Linda Creibaum and Chris Collins.

**Absent:** Chris Harper, Eric Marks, Rebecca Oliver

**OLD BUSINESS**

**BU05 – APPROVED 2/8/13** contingent on form that Josie will develop (expectations, assessment and grade assignments – instructor and student to sign) Also, Box 15D is blank and Box 23 are blank but these cannot be filled out for a special problems course.

3/8/13 Randy Kesselring provided the form that they use in the COB (Application to Enroll in Special Problems or Directed Study at <http://www.astate.edu/college/business/student-services-center/Forms/Application%20to%20Enroll%20in%20Special%20Problems%20or%20Directed%20Study.pdf>) and indicated that he thought this was a university-wide form - the committee approved the form.

New Course – LAW 459V Special Problems in Law

**NEW BUSINESS**

**BU08 – APPROVED**

Bulletin Change – Pages 138, 139, 374, and 408; modify title and description of CIT 3353 to the following: “Mobile and Web Applications Development: Development of web and mobile…”

**EN01 (2013) – APPROVED**

Bulletin Change – CE 3263 Introduction to Environmental Engineering – remove “Junior standing” from the CE 3263 prerequisite list; CE 4263 Water and Waste Treatment course offering – change from “Spring even” to “Spring” and CE4263 prerequisite change from “CE 3273 Water and Waste Systems” to “CE 3253 Engineering Hydrology”

**FA12 (Revised) – APPROVED 3/8/13**

**TABLED 2/8/13 for correction – model wording like Engineering**

Bulletin Change – Add “including prerequisites” to the Grade of “C” or better requirements in all headers for major requirements, Art Major Core, Studio Art Requirements, and Emphasis Area Headers in the ART/ARED/ARTH degrees

**FA13 – APPROVED**

Bulletin Change – Replace SCED 4515 Instructional Design for Secondary Education with SCED Performanced Based Instructional Design

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**NHP40 – APPROVED**

New Course – DPEM 3533 Teaching CBRNE Awareness – committee asked if there were any prerequisites to this course and Shawn Drake checked on this and there are not any prerequisites required for this course.

**SM06 – APPROVED** as course but not Bulletin (needs to be approved by the General Education Committee first)

New Course – MATH 1043 Quantitative Reasoning

**UC01 – APPROVED**

New Course – UC 2013 Advanced Reading and Writing

**UC02 – APPROVED**

Bulletin Change – UC 0143 Writing Fundamentals – add ACT score requirements to the course description

**UC03 – APPROVED**

Bulletin Change – UC 0153 Enhanced College Reading – Revise ACT score requirements in the course description

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**UC04 – APPROVED**

Bulletin Change – UC 1032 ASI Success Strategies

The updated UCC forms were reviewed again with the changes as suggested in the February 8th meeting (Suggestion was made to combine Box 19 and 22 and request the title, author etc. for the book and maybe have an A, B, & C on the New/Special Course Proposal form). Shelley Gipson requested that the following changes also be made to the New/Special Course Proposal form; First paragraph in Box 23 - Considering the indicated primary goal (in Box #20), ..... Then the following sentence in the first paragraph (For example, what will students who met this goal *know* or *be able to do* as a result of this course?) moved to after Outcome #1 and remove the wording “Primary Goal” from in front of each Outcome.

Meeting adjourned at 3:20 p.m.

Submitted by:

Chris Collins

Assistant to Associate Vice Chancellor for Academic Services