

University Committee on Courses and Curricula

Meeting Minutes – September 16, 2016

In attendance were:

Connie Atkinson, Amanda Athey, Sarah Berry, Matthew Bravender, Uttam Chakravarty, Woohyun Cho, Erik Hansen, Dan Harper, Jan Janz, Matt Moore, Caroline Noyes, Carla Penz, Rajni Soharu, Shawn Waltz, Thomas Wright and Yvette Green.

Not in attendance were:

AbdulRahman Alsamman, Adlai DePano, Janet Crane, Kimberly Echols, and Edward Garcia.

The following proposals were approved:

ENEE 6001	Electrical Engr Graduate Seminar – Fast track	Approved via Moodle
ENCE 3356	Structural Analysis - Fast Track	Approved via Moodle
ENCE 3318	Principles of Hydraulics	Change
	<i>Approved with the change that ENCE 3318 will not be cross listed with ENME 3720.</i>	
NAME 3135	Marine Electromechanical Engineering	Approved via Moodle
NAME 2160	Hydrostatics and Stability	Approved via Moodle

Discussion Items

1. Selection of a Vice Chair

Two UCCC members; Dr. Wright and Dr. Green were nominated for the Vice Chair position. After a vote Dr. Green was elected for the 2016-2018 term.

2. Upper repeat limit for courses.

It was decided that all courses that do not specify an upper repeat limit (maximum times a course can be repeated) will have an upper limit of 99, unless specified by the department to increase this.

3. Graduate course's prerequisites not yet programmed.

UCCC will start the process of programming Graduate Courses. A list of all graduate level courses will be distributed soon. Departments can submit multiple course changes via one fast track form, if they are only making prerequisite changes and all courses belong to the same department.

4. Inactivate courses that have not been taught in 3 years.

Rajni will distribute a list of all courses that have not been offered for the last 3 years to the College Deans. The Deans and Department Chairs will make a decision if the course should be inactivated or not. The deadline for this process will be October 15, 2016.

5. Courses with no description.

Rajni will distribute a list of all courses that do not have a course description. The Departments will submit a form for adding course descriptions. The deadline for this process will be October 5, 2016.

6. It was also discussed that there should be a FAQ section on the UCCC website.