

**MINUTES**  
**UNDERGRADUATE CURRICULUM COMMITTEE**  
**OCTOBER 14, 2022**  
**ZOOM**

**CALL TO ORDER**

The meeting was called to order at **2:00 PM** by Kerry Redican, Chair. Those in attendance and constituting a quorum were:

**Present:** Kerry Redican (Chair); Jenni Gallagher (AP Faculty Senate); Dana Garner (Business); James Lord (Engineering); Alexander Dickow (Liberal Arts & Human Sciences); Gordon Yee (Science); Hannah Shinault (UCCGE); Nicole Akers (Staff)

**Visitors:** Anand Banerjee (Academy of Integrated Science); Gary Costello (Office of the University Registrar); Josh Kardos (Horticulture); Jean Lacoste (Accounting and Information Systems); John Maher (Accounting and Information Systems); S. Mariger (Agricultural, Leadership, and Community Education); Rachel Pitcher (Office of the University Registrar); Jerald Walz (Leadership Studies)

A motion to adopt the agenda as presented was made, seconded, and approved.

Announcement of approval of minutes: September 23, 2022 – Minutes voted on electronically.

**NEW BUSINESS**

**College of Agriculture and Life Sciences**

**Course:** ALCE 2094: Introduction to Metal Fabrication (New) Spring 2023 (CM-7516)

Motion was made and seconded to **APPROVE** ALCE 2094: Introduction to Metal Fabrication (New) Spring 2023 (CM-7516) **with modifications:**

- Texts and Special Teaching Aids:
  - In support for APA citation format, edit citation to follow this format:  
Author Last name, Initials. (Year of publication). *Title of work in italics.*  
Publisher. pp.

*While compiling the Annual Report, it was noted that the discontinued course below was not included in the October 14, 2022 UCC Minutes. As a result, it is being added to the report as a correction as of 05/25/2023.* JAC 5-25-2023

*With the approval of ALCE 2094, BSE 2094 Introduction to Metal Fabrication will be inactivated.*

**Motion passed unanimously.**

**Course:** ALCE 2294: Animal Structures and Environment (New) Spring 2023 (CM-7517)

Motion was made and seconded to **APPROVE** ALCE 2294: Animal Structures and Environment (New) Spring 2023 (CM-7517) **with modifications:**

- Texts and Special Teaching Aids:
  - In support for APA citation format, edit citation to follow this format:  
Author Last name, Initials. (Year of publication). *Title of work in italics.*  
Publisher. pp.
- Topic Syllabus:
  - Edit “animals environment” to read “animal environment.”

*While compiling the Annual Report, it was noted that this discontinued course was not included in the October 14, 2022 UCC Minutes. As a result, it is being added to the report as a correction as of 05/25/2023.*      357C 5-25-2023

*With the approval of ALCE 2294, BSE 2294 Animal Structures and Environment will be inactivated.*

**Motion passed unanimously.**

**Course:** ALCE 2484: Engine and Power Train Technology (New) Spring 2023 (CM-7518)

Motion was made and seconded to **APPROVE** ALCE 2484: Engine and Power Train Technology (New) Spring 2023 (CM-7518) **with modifications:**

- Learning Objectives:
  - LO #2: Consider changing “express” to “explain” or “describe.”
- Texts and Special Teaching Aids:
  - In support for APA citation format, edit citations to follow this format:  
Author Last name, Initials. (Year of publication). *Title of work in italics.*  
Publisher. pp.

*While compiling the Annual Report, it was noted that the discontinued course below was not included in the October 14, 2022 UCC Minutes. As a result, it is being added to the report as a correction as of 05/25/2023.*      357C 5-25-2023

*With the approval of ALCE 2484, BSE 2484 Engine and Power Trains Technology will be inactivated.*

**Motion passed unanimously.**

**Course:** ALCE 3494: Advanced Welding Technology (New) Spring 2023 (CM-7519)

Motion was made and seconded to **APPROVE** ALCE 3494: Advanced Welding Technology (New) Spring 2023 (CM-7519) **with modifications:**

- Texts and Special Teaching Aids:

- In support for APA citation format, edit citation to follow this format:  
Author Last name, Initials. (Year of publication). *Title of work in italics.*  
Publisher. pp.
- Topic Syllabus:
  - Delete syllabus header.
  - Edit all instances of “05” to read “5.”

*While compiling the Annual Report, it was noted that the discontinued course below was not included in the October 14, 2022 UCC Minutes. As a result, it is being added to the report as a correction as of 05/25/2023.*

*390 5-25-2023*

*With the approval of ALCE 3494, BSE 3494 Advanced Welding Technology will be inactivated.*

**Motion passed unanimously.**

**Course:** APSC 3824: Equine Training and Marketing (Revised) Spring 2023 (CM-7557)

Motion was made and seconded to **APPROVE** APSC 3824: Equine Training and Marketing (Revised) Spring 2023 (CM-7557) **with modifications:**

- Topic Syllabus:
  - Remove extra “t” at the end of topic syllabus.

**Motion passed unanimously.**

**Course:** BCHM 1014: Biochemistry First Year Experience (Revised) Spring 2023 (CM-7568)

Motion was made and seconded to **TABLE** BCHM 1014: Biochemistry First Year Experience (Revised) Spring 2023 (CM-7568) **with modifications:**

- Catalog Description:
  - For alignment, include other content listed in the Topic Syllabus. Consider adding reference to “diversity and inclusion; self-awareness/reflection” “career, graduate school, professional health opportunities” and “undergraduate research, internships, study abroad, service-learning opportunities” in support for alignment with the Catalog Description, as/if applicable.
  - The catalog description states: “First-year and transfer students only.” Consider how this affects current students changing their major to Biochemistry.
- Learning Objectives:
  - LO #1: Change “participate” to a verb listed within the course guidelines.
- Justification:
  - Within the revisions paragraph, outline all the changes to the course including the changes to the Topic Syllabus.

**Motion passed unanimously.**

**Course:** HORT 4334: Greenhouse and Controlled Environment Agriculture Management (New) Spring 2023 (CM-7569)

Motion was made and seconded to **APPROVE** HORT 4334: Greenhouse and Controlled Environment Agriculture Management (New) Spring 2023 (CM-7569) **with modifications:**

- Coversheet:
  - Within the support letter, edit “graduate course” to read “undergraduate course.” This edit may be completed using a pen and ink change with initials and date.

**Motion passed unanimously.**

**Course:** LDRS 4514: Skills for Nonprofit Organizational Leaders (New) Spring 2023 (CM-7602)

Motion was made and seconded to **APPROVE** LDRS 4514: Skills for Nonprofit Organizational Leaders (New) Spring 2023 (CM-7602) **with no modifications.**

**Motion passed unanimously.**

### **College of Engineering**

**Course:** AOE 4365-4366: Launch Vehicle Design (New) Fall 2023 (CM-7531)

Motion was made and seconded to **APPROVE** AOE 4365-4366: Launch Vehicle Design (New) Fall 2023 (CM-7531) **with modifications:**

- Coversheet:
  - Include resource letter within the final version of the course proposal.
  - Within the catalog description, the term “multidisciplinary teams” is used. For alignment, consider adding information about this term to the learning objectives, justification, and topic syllabus, if applicable.
- Texts and Special Teaching Aids:
  - Remove “provided” header.
  - Add 900 pages of lecture notes to the required section. If the 900 pages of lecture notes is a course pack, edit this section to make that clear.

**Motion passed unanimously.**

### **College of Natural Resources and Environment**

**Course:** UNR 2004: Introduction to Urban Natural Resources (New) Fall 2023 (CM-7559)

Motion was made and seconded to **APPROVE** UNR 2004: Introduction to Urban Natural Resources (New) Fall 2023 (CM-7559) **with modifications:**

- Coversheet:
  - Within the General Information section, please edit the department to read “College of Natural Resources and Environment.” This edit may be completed using a pen and ink change with initials and date.

**Motion passed unanimously.**

**Course:** UNR 2504: Urban Resilience: Concepts and Methods (New) Fall 2023 (CM-7560)

Motion was made and seconded to **APPROVE** UNR 2504: Urban Resilience: Concepts and Methods (New) Fall 2023 (CM-7560) **with no modifications.**

**Motion passed unanimously.**

**Course:** UNR 4204: Urban Natural Resources Capstone (New) Fall 2023 (CM-7584)

Motion was made and seconded to **APPROVE** UNR 4204: Urban Natural Resources Capstone (New) Fall 2023 (CM-7584) **with modifications:**

- Coversheet:
  - Within the General Information section, please edit the department to read “College of Natural Resources and Environment.” This edit may be completed using a pen and ink change with initials and date.

**Motion passed unanimously.**

### **Pamplin College of Business**

**Course:** ACIS 4664: Environmental, Social, and Governance Accounting (New) Fall 2023 (CM-7601)

Motion was made and seconded to **APPROVE** ACIS 4664: Environmental, Social, and Governance Accounting (New) Fall 2023 (CM-7601) **with modifications:**

- Texts and Special Teaching Aids:
  - Remove information after “Required” because there are required texts.
  - Delete “Provided” header and move texts after the “Required” header.

**Motion passed unanimously.**

### **College of Science**

**Course:** SYSB 4224: Big Data Analysis Methods in Systems Biology (New) Spring 2023 (CM-7503)

Motion was made and seconded to **APPROVE** SYSB 4224: Big Data Analysis Methods in Systems Biology (New) Spring 2023 (CM-7503) **with no modifications.**

**Motion passed unanimously.**

A motion was made and seconded to adjourn the meeting at **2:56 PM.**

Respectfully Submitted,  
Rachel Pitcher  
*Office of the University Registrar*