

UCUI
Minutes
November 9, 2015
Lake Huron Room, Oakland Center
10:00 – 11:00 am

add Anne

Attendees:

Susan Awbrey (Chair), Ellen Gajewski, Chhabi Govind, Darrin Hanna, Adam McChesney, John McEneaney, Irene Shabazz, Kim Serota, Kanako Taku, Sally Schluter Tardella, Virginia Uhley, Sara Webb, Tricia Westergaard, Lynne Williams

1. Update on OSH

- Charles McGlothin provided a handout and a verbal update on issues surrounding the OSH name change to EHS.
- The name change is proposed to reflect the safety, health, and environment definition associated with the EHS program criteria. There are no curricular changes involved with the name change.
- The present program is accredited till 2017 under through OSH. The proposed change to EHS would result in first terminating the OSH accreditation program and then applying for the EHS program.
- Susan Awbrey requested that Charles McGlothin supply the committee with documentation from the accreditation handbooks that the students that are in the present program will still graduate with a degree from an accredited program during the transition period between accreditation bodies.
- The move to join with the SECS program is in the process but will be a long-term process anticipated to take possibly 6 years.

2. Approval of Minutes

- Kanako Taku had questions concerning the moribund course policy. She questioned what was meant by "if a course is offered within two years and it does not fill, it will still meet the two year time limit".
- Discussion ensued on this topic with the recommendation that after the two year period without enrollment, the program would have to seek UCUI approval per a proposal to continue to offer the course.
- Susan Awbrey stated that the information on this topic will be moved to Senate for informational purposes so everyone will know that this policy will be going into effect.

3. Cinema Studies Proposal for Filmmaking Specialization

- A Modification Form was submitted by the CAS proposing a Filmmaking Specialty. The modifications proposed appear very complex for a specialization. The modifications show a need for space and faculty in order to proceed with the specialization.
- Two options were proposed by the committee and will be forwarded to the CAS prior to reviewing the modification.
 - Option #1: The dean needs to address if this specialization is a priority in the college and indicate if resources are available and will be allocated. Then the college can proceed with the modification process.
 - Option #2: Instead of a specialization, the college can move forward in developing a new degree. This will be more time intensive but may result in more space and money allotted to the program.

4. SBA OM Curricular Change

- The curricular change had been approved at the October 13, 2015 UCUI meeting pending the submission of a Program Modification Form. The form has been submitted.

5. Degree Works Overview

- Tricia Westergard provided an update on the Degree Works Program
- The program is a one-stop advising checklist tool that will be installed next year and will be rolled out in 2 years.
- The tool will be updated nightly including petitions and waivers.
- The tool will allow for transfer students to analyze what courses will apply towards a program, identify students off track, and identify future course needs based on anticipated enrollment.

6. Program Review Letters

- Some programs have been consistently negligent in submitting program reviews.
- The program review is a requirement of the accreditation process and also allows the programs the opportunity to review their program and resources and make program improvements.
- A letter is sent from the provost to programs failing to submit program reviews. A copy of the letter will be reviewed at the next meeting to assess wording and the procedure for sending out the letter.

Meeting adjourned 11:00

Respectfully submitted,
Ellen Gajewski

Moribund Course Policy
UCUI
November 2015

Policy:

- Courses that have not been taught in five years will be removed from the catalog
- For a period of up to five years, courses that have been removed from the catalog because they were not offered can be reactivated and returned to the catalog with the same course number through a proposal to UCUI*
- Courses returned to the catalog
 - must be taught within two years or they will be permanently removed from the catalog
 - If a course is offered within two years and it does not fill, a proposal to UCUI will be necessary to reactivate the course within the following three years or it will be permanently removed
- Courses that were removed from the catalog, and no request has been filed to reactivate them during the period of five years after removal, will be permanently removed from the catalog

*A request for a new course number must accompany a proposal for a substantially revised course