

Agenda
 UCC Agenda
 January 11th, 2018
 CSS 302 – 12:00 PM – 1:30 PM

Present: Joe Pole, Greg Wellman, Sue Waters, Dave McCall, Leonard Johnson, Michelle Johnson, Roy McLean, Katherine Harris, Fran Rosen, Rusty Leonard, and Sylvia Maixner

1. Minute Approval – 12/14/17 Meeting
 - a. Fran moved to approve. Katherine seconded. 7-0 approved.

2. New Business
 - a. Form B's
 - i. A proposal in CET started to bubble up, regarding a class that had to do with Business. The proposers sent a Form B to COB, but to the Marketing Department. The class had to do with accounting; Accounting has since been notified about the proposal, and is now working with the proposer. However, how would the UCC catch that the correct people are being contacted with the Form B?
 1. Should it be the responsibility of the UCC rep for the college?
 - a. The worry here is that if the UCC rep is not at the meeting, this may still be missed.
 2. Should it be the responsibility of the Dean?
 3. Should it be caught in the RAM meeting?
 - a. Amy would catch a lot of them, by double checking through MyDegree and the checksheets which would be affected.
 - ii. The current process seems to be working, so we're going to stick with it. It's a good reminder to be diligent and on the watch for the Form B's.
 - iii. Katherine moved to put the Form on the site, Sue seconded. 7-0 approved.

Proposal Number	Title	Notes
18-053	Career Exploration Curriculum Clean Up	Fran moved to approve. Sue seconded. 7-0 approved.

3. Other Business