

Agenda
University Curriculum Committee
September 29th, 2017
CSS 302 – 12:00 PM – 1:30 PM

Present: Emily Zyla, Roy McLean, Sue Waters, Rusty Leonard, Joe Pole, Greg Wellman, Fran Rosen, Sylvia Maixner, Elise Gramza, Leonard Johnson, and Michelle Johnson

1. Minutes for 09/21/17 Meeting
 - a. All approved. 6-0

2. New Business
 - a. Website Updates – Sylvia
 - i. Sylvia will be getting trained in myFSU within the next few weeks. Once the training is complete, she will migrate the proposals over, so it is behind a firewall.
 - b. New Forms – Michelle Johnson
 - i. Form A
 1. Michelle brought in the use of the word “substantial” to use in lieu of “major”.
 - a. The word “minor” in regards to curricular changes would be dropped, to avoid confusion.
 2. The biggest change is the removal of the checkbox table. The forms that are needed for the type of proposal will be placed further on in the form.
 3. Moved the FSU Curriculum Review Committee to earlier in the process.
 4. The Original Word Document needs to be sent to this committee, so that minor changes can be made.
 - a. Cannot make changes with a PDF.
 5. Michelle added page numbers.
 6. If the proposer needs more lines than provided within the form, the proposer would contact FSUCurriculum@ferris.edu
 7. Change Responding Department to just Department.
 - a. Add Department Contact
 - b. Decided that we did not need a Date Received on the Form A, as it is on the Form B.
 - i. On Form B, we would like to add a checkbox that states, “No response within 10 days.”
 - ii. The 10 day response procedure is not helping the process move much faster.
 - iii. There was concern that the 10 days are not enough of a time frame.
 1. The UCC has often waited for Form B’s to be returned before approving the proposal.
 8. Should we remove #5 and #7?
 - a. The PCAF will list all the needed resources, so #5 should be

unnecessary.

9. On #8, we added that proposers should e-mail FSUCurriculum@ferris.edu for help determining what checksheets would be affected.

ii. Form FTF

1. Fast Track is not ready to be reviewed as of yet.

Proposal Number	Title	Current Needed Action	Notes
18-001	New Degree - Bachelor of Science in Dental Hygiene	Hold	RUM met with proposers on Tuesday, 09/26/17. Proposers are currently working on changes to the proposal.
18-003	Honors Program - Bachelor's Certificate	Hold	Waiting on changes to the proposal from Peter Bradley.
18-004	Honors Program - Associate's Certificate	Hold	
18-011	BS in Biology, Concentration in Pre-Physician Assistant Studies (BIPA)	Hold	RUM will meet with proposer at next RUM meeting (10/02/17)
18-012	NC - Spanish for Heritage Speakers	Hold	Waiting on checksheets from proposer
18-015	Math Sequence Change for Computer Networks and Systems	Hold	Proposer is working on updating this proposal.
18-021	Marketing Pre-Requisite Changes	Review	6-0 approved.
18-022	CARE 100 Minor Changes	Review	6-0 approved.

3. Other Business

Academic Affairs Policy Update – Program Academic Minors

There was an update to the first bullet point, to change a minimum of 50% to a minimum nine (9) of the credits. Move to approve, second. 6-0 approve.