

UNDERGRADUATE CURRICULUM COMMITTEE

Meeting Agenda
September 6, 2019



1. Approval of the e-vote meeting minutes of August 2, 2019.
2. Courses and Programs
 - a. New, Withdrawals, Changes
3. Other Business
 - a. UCC Vice Chair
 - b. UCC Standard Operating Procedures (SOP)

MEETING MINUTES

The Undergraduate Curriculum Committee recommends approval of the following:

The meeting minutes of July 5, 2019.

Courses and programs as listed below.

August 2, 2019

COURSES

Item #	Status	Code	Title	Initiator	Received	NTFA
A14	Added	KINE 282	KINE 282: Culture of Wellness	rrahn	7/17/2019	No
A15	Added	PERF 223	PERF 223: Aesthetics of Activism	jimball	7/16/2019	No
A16	Added	WGST 320	WGST 320: Feminist Inquiry and Research Methods	mindybergman	7/17/2019	No
B10	Deleted	THAR 302	THAR 302: Dramaturgy	jimball	7/16/2019	
C86	Edited	AGEC 325	AGEC 325: Principles of Farm and Ranch Management	dchester	7/15/2019	No
C87	Edited	AGLS 125	AGLS 125: Life Sciences Learning Community I	essler	7/15/2019	No
C88	Edited	BICH 303	BICH 303: Elements of Biological Chemistry	soochi	7/15/2019	
C89	Edited	CHEM 327	CHEM 327: Physical Chemistry I	hgaede	7/15/2019	No
C90	Edited	CHEM 468	CHEM 468: Materials Chemistry of Inorganic Materials	hgaede	7/15/2019	No
C91	Edited	EPFB 210	EPFB 210: Family Involvement and Empowerment	gbyrns	7/23/2019	Yes
C92	Edited	HIST 106	HIST 106: History of the United States	rroe48	7/10/2019	Yes
C93	Edited	HIST 226	HIST 226: History of Texas	rroe48	7/10/2019	Yes
C94	Edited	HLTH 334	HLTH 334: Women's Health	mindybergman	7/8/2019	Yes
C95	Edited	INST 301	INST 301: Educational Psychology	gbyrns	7/23/2019	Yes
C96	Edited	MASC 320	MASC 320: Inquiries in Physical Science	jhammer	7/18/2019	No
C97	Edited	MASC 420	MASC 420: Inquiries in Life and Earth Sciences	jhammer	7/18/2019	No
C98	Edited	SCSC 301	SCSC 301: Soil Science	j-howe	7/15/2019	Yes
C99	Edited	SPMT 402	SPMT 402: Sport Management Pre-Internship Seminar	rrahn	7/8/2019	No
C100	Edited	THAR 420	THAR 420: Directing Live Performance	jimball	7/16/2019	
C101	Edited	WFSC 408	WFSC 408: Techniques of Wildlife Management	lhutchins	7/15/2019	No

NTFA = Non-Traditional Format Approval

Previously approved for NTFA

PROGRAMS

Item #	Status	Code	Title	Initiator	Received
H7	Deleted	BS-USEH-SCN*	BS-USEH-SCN*: University Studies - BS, Sports Conditioning Concentration	rrahn	7/15/2019

The following items were returned to the college to address member concerns. Committee approved pending updates. Awaiting updates.

D7	Edited	BS-AGEC-FMS+	BS-AGEC-FMS+: Agricultural Economics - BS, Food Marketing Systems Option	dchester	7/17/2019
D8	Edited	BS-AGEC-PEA+	BS-AGEC-PEA+: Agricultural Economics - BS, Policy and Economic Analysis Option	dchester	7/17/2019

August 7, 2019 - E-Vote for THAR 281

Proposed differential zero credit course option for Aggie ACHIEVE program was approved via UCC e-vote.

Item #	Status	Code	Title	Initiator	Received	NTFA
C102	Edited	THAR 281	THAR 281:History of the Theatre II	jimball	8/7/2019	No

COURSES AND PROGRAMS
NEW, WITHDRAWALS, CHANGES

UCC Agenda
September 6, 2019
Courses-Programs
(New, Changes, Withdrawals)

UCC Chair (43)
COURSES

Item #	Status	Code	Title	Initiator	Received	NTFA
A17	Added	GEOS 110	GEOS 110: Disasters and Society	allisonharms	8/23/2019	
A18	Added	SPMT 260	SPMT 260: Overview of Practices in Sport	wzimmer	8/6/2019	Yes
A19	Added	SPMT 262	SPMT 262: Human Capital Management in Sport	wzimmer	8/6/2019	No
A20	Added	SPMT 265	SPMT 265: Sport Communication	wzimmer	8/6/2019	No
A21	Added	SPMT 270	SPMT 270: Sport Marketing	wzimmer	8/6/2019	Yes
A22	Added	SPMT 272	SPMT 272: Sport Marketing Issues	wzimmer	8/16/2019	No
A23	Added	SPMT 360	SPMT 360: Organizational Issues in Sport	wzimmer	8/6/2019	No
A24	Added	SPMT 362	SPMT 362: Sport Leadership	wzimmer	8/6/2019	No
A25	Added	SPMT 364	SPMT 364: Financial Management in Sport	wzimmer	8/6/2019	No
A26	Added	SPMT 366	SPMT 366: Sport Facility and Event Management	wzimmer	8/6/2019	No
A27	Added	SPMT 370	SPMT 370: Consumer Behavior in Sport	wzimmer	8/6/2019	No
A28	Added	SPMT 372	SPMT 372: Sales Strategies in Sport Organizations	wzimmer	8/6/2019	No
A29	Added	SPMT 374	SPMT 374: Sport Marketing Strategy	wzimmer	8/16/2019	No
A30	Added	SPMT 460	SPMT 460: Sport Business Planning	wzimmer	8/16/2019	No
A31	Added	SPMT 462	SPMT 462: Leadership Application in Sport	wzimmer	8/16/2019	No
A32	Added	SPMT 470	SPMT 470: Application of Marketing Strategies in Sport	wzimmer	8/16/2019	No
A33	Added	SPMT 472	SPMT 472: Marketing Analysis and Problem Solving in Sport	wzimmer	8/16/2019	No
C103	Edited	CSCE 420	CSCE 420: Artificial Intelligence	smilingsheila	8/19/2019	No
C104	Edited	ENGR 181	ENGR 181: Engineering Honors Seminar I	paulinewade	8/19/2019	No
C105	Edited	GEOS 210	GEOS 210: Climate Change	sara.baber	8/23/2019	Yes
C106	Edited	HLTH 335	HLTH 335: Human Diseases	rrahn	8/23/2019	*Yes
C107	Edited	HLTH 353	HLTH 353: Drugs and Society	rrahn	8/23/2019	*Yes
C108	Edited	HLTH 410	HLTH 410: Exercise and Health Programs in the Workplace	rrahn	8/23/2019	*Yes
C109	Edited	HLTH 415	HLTH 415: Health Education Methodology	rrahn	8/23/2019	
C110	Edited	HLTH 425	HLTH 425: Health Program Evaluation	rrahn	8/23/2019	
C111	Edited	HLTH 440	HLTH 440: Contemporary Issues for Community Health Interns	rrahn	8/23/2019	
C112	Edited	HLTH 482	HLTH 482: Grant Writing in Health	rrahn	8/23/2019	*Yes
C113	Edited	KINE 318	KINE 318: Athletic Injuries	rrahn	8/16/2019	No
C114	Edited	KINE 386	KINE 386: Sport Physiology	rrahn	8/23/2019	
C115	Edited	KINE 406	KINE 406: Motor Learning and Skill Performance	rrahn	8/23/2019	*Yes
C116	Edited	KINE 407	KINE 407: Motor Control and Learning Lab	rrahn	8/23/2019	No
C117	Edited	KINE 427	KINE 427: Therapeutic Principles	rrahn	8/23/2019	
C118	Edited	KINE 433	KINE 433: Physiology of Exercise	rrahn	8/23/2019	
C119	Edited	KINE 482	KINE 482: Seminar	rrahn	8/23/2019	*Yes
C120	Edited	KNFB 416	KNFB 416: Middle and Secondary School Physical Activities	rrahn	8/23/2019	
C121	Edited	MARA 424	MARA 424: Intermodal Transportation	knoxj	8/6/2019	*Yes
C122	Edited	MARE 200	MARE 200: Basic Operations	zalesakm	8/6/2019	Yes
C123	Edited	MARE 300	MARE 300: Intermediate Operations	zalesakm	8/6/2019	Yes
C124	Edited	MARE 400	MARE 400: Advanced Operations	zalesakm	8/6/2019	Yes
C125	Edited	MART 200	MART 200: Deck Sea Training I: Basic Communications, Navigation and Seamanship	zalesakm	8/6/2019	Yes
C126	Edited	MART 300	MART 300: Deck Sea Training II: Intermediate Communications, Navigation and Seamanship	zalesakm	8/6/2019	Yes
C127	Edited	MART 400	MART 400: Deck Sea Training III: Advanced Communications, Navigation and Seamanship	zalesakm	8/6/2019	Yes
C128	Edited	MAST 350	MAST 350: A History of Wooden Ship Construction	s-mark	8/6/2019	No

*previously approved for NTFA

UCC Agenda
 September 6, 2019
 Courses-Programs
 (New, Changes, Withdrawals)

UCC Chair (2)
PROGRAMS

Item #	Status	Code	Title	Initiator	Received
D9	Edited	BS-CHLT	BS-CHLT: Community Health - BS	rrahn	8/22/2019
H8	Added	BS/MPH- PHLT/PHEP- PPH	BS/MPH-PHLT/PHEP-PPH: Public Health - 5-year Bachelor of Science/Master of Public Health in Epidemiology	dparks	8/23/2019

OTHER BUSINESS

UCC VICE CHAIR

**UCC STANDARD OPERATING PROCEDURES
(SOP)**

Undergraduate Curriculum Committee (UCC) Standard Operating Procedures

- (1) Membership shall consist of one representative from each college and off campus academic unit, who shall be selected by the Faculty Senate after consultation with the college deans and caucuses (chairs of the college level curriculum committee shall be considered for appointment); two undergraduate students appointed by Student Government Association; one representative of the University Library and the Associate Provost for Undergraduate Studies as Ex-Officio members.

All of the above members shall be voting members.

The Associate Registrar of Curricular Services or a designated representative shall serve as secretary but not have voting privileges.

Additionally, a representative from the following committees shall be invited to serve as Ex-Officio, non-voting, members:

- Core Curriculum Council
- Executive Committee of the Faculty Senate
- Graduate Council
- Writing and Communication Advisory Committee

- (2) The election for the UCC should take place in the October meeting for an effective date of 1 January. The chair and vice chair will be limited to one two-year term unless otherwise voted upon by the committee; the elevation of the vice-chair to chair, though commonplace, shall not be automatic. It is highly recommended the Chair and Vice Chair represent different Colleges of the University.
- (3) The Undergraduate Curriculum Committee shall review all proposed courses, programs, and changes to existing courses and programs, at the undergraduate level and shall recommend appropriate policies to improve and develop undergraduate academic programs. Texas A&M University defines “curricular,” “curriculum,” and program” as “academic programs, including courses, minors, degrees, and certificates” (see [TAMU SAP 11.99.99.M0.01](#)). The Undergraduate Curriculum Committee (UCC) shall review all curricular proposals for new or changed curriculum at the undergraduate level and shall recommend appropriate policies to improve and develop undergraduate academic programs.
- (4) Items requiring vote include New Courses, Course Withdrawal, Change in Courses, New Programs, Change in Curricula, Administrative Change and Special Considerations. These items may be approved, not approved, approved with changes, referred to an electronic (e-vote, see item 12) prior to the deadline to submit to Faculty Senate, or postponed to a certain time (later in the agenda or another meeting, see item 13). Each item must receive a majority vote to pass.

- (5) The UCC shall meet monthly at a convenient and regular time to ensure all members may attend. At least half (50 percent) of voting members, or representatives of the 14 voting members, must be in attendance to constitute a quorum. The College representative or designee must be present for agenda items from that College to be considered. Electronic voting may take place during the spring and summer months when the agenda is minimal (see item 12).
- (6) All courses must be approved by the UCC before seeking approval as Writing/Communication Intensive or Core Curriculum courses by respective committees and Faculty Senate.
- (7) The department bringing a curricular item forward shall provide documentation of support from all academic programs affected by curricular changes. The UCC will monitor curricular duplication and work to minimize unforeseen consequences of curricular decisions across campus.
- (8) Curricular requests for stacked courses must include both an undergraduate and graduate version of the syllabus. In addition, the proposed stacked courses must meet university requirements for stacked courses (see [FS.18.033](#)). Both syllabi must be submitted at the same time to the UCC and the Graduate Council (GC) with representatives from the appropriate College both informed and prepared to defend the proposals.
- (9) Cross-listed courses require the submission of one course proposal to add the cross-listing. Cross-listed courses should be in compliance with information in the resource section of the Curricular Services [webpage](#).
- (10) Approval of research and problem-based credit hours (285; 485; 291; 491) and exploratory new courses (289; 489) do not require the UCC approval. However, each College may have their own intra-College approval process for such courses through department- and College-level curriculum committees, department heads, and academic deans.
- (11) The UCC shall operate under these rules: Ten working days prior to meeting (e.g., Wednesday prior to a Friday meeting the following week) voting and non-voting members will receive notification that the agenda has been posted for their review. Members must submit additional comments and suggestions for improvements in the Curricular Approval Request System (CARS) 72 hours before the UCC meeting in order to constitute a Consent Agenda for items to be considered without discussion. Items on the Consent Agenda designated for approval may be challenged at the meeting by a motion from a Committee Member with a second from a second Committee Member.
- (12) The Chair and Vice-Chair may elect to hold an electronic vote (e-vote) meeting when agenda items are minimal and there are no pending deadlines. An e-vote for a specific agenda item with an extremely tight deadline will be used as deemed

appropriate and voted by the committee. E-votes by the committee are sent to the Secretary for compilation. The Chair and Vice-Chair are notified and the agenda item either passes or fails based on the e-votes received.

- (13) The UCC may vote to postpone voting on an agenda item for various reasons (i.e., no representative present, support letters missing, corrections to form/syllabus, etc.). It is the responsibility of the department to resubmit the postponed item for reconsideration with the updates as requested by the committee.
- (14) Curricular requests for new courses must provide justification for determining the appropriate course level. Each college must attest to appropriateness of course level based upon their reported policies and procedures posted at <http://ucc.tamu.edu/Policies-and-Procedures>.
- (15) Departments submitting curricular requests for non-traditionally delivered courses must provide justification for how the course learning outcomes and contact hours are appropriate for the course (i.e., equivalent to course learning outcomes and contact hours for a traditionally delivered course). Each college must attest to the appropriateness of learning outcomes and contact hours based upon their reported policies and procedures posted at <http://ucc.tamu.edu/Policies-and-Procedures>.
- (16) Submissions for consideration by the UCC that are not complete or correct by stated UCC standards will be returned by the Secretary, in consultation by the Chair and Vice Chair.
- (17) Proposals must include syllabi that adhere and comply with current University minimum syllabus requirements posted at <http://registrar.tamu.edu/Our-Services/Curricular-Services/Curricular-Approvals/Course-Inventory-Approvals> and supporting evidence (see 7). Among considerations the UCC will include in review are: Academic rigor; consistency with program and university curriculum goals and student learning outcomes.