Undergraduate Curriculum Committee
MINUTES
138 Fawcett Hall
September 20, 2017

Attendees: Mike Bernstein (RSCOB); Ann Bowling (CONH); Barb Dunaway, Chair (CEHS); Karen Meyer (CECS); Patrick Sonner (COSM); Christine Wilson (LC); Renee Aitken (Provost); Carl Brun (Provost); Eric Poch (Registrar); Amanda Steele-Middleton (Registrar)

1. Approval of Minutes: The minutes of April 19, 2017 were approved
   http://www.wright.edu/sites/www.wright.edu/files/uploads/2017/Apr/meeting/UCC_Minutes_2017_0405_0.pdf

2. The Undergraduate Curriculum Committee Schedule was discussed and approved.
   http://www.wright.edu/faculty-senate/committees/undergraduate-curriculum-committee

3. Review and Discussion of Undergraduate Curriculum Approvals:
   a. Honors Program approval process was discussed. Concerns with the approval process are noted below:
      i. Honors not included on the UGCA Procedures grid
      ii. Honors is not listed in Curriculog Program Proposal
      iii. Honors Program listing are not up-to-date in the catalog

      Decision to continue with the current paper proposal process until appropriate changes are made to incorporate approval process into Curriculog.

   b. Curricular approval procedures (University Policy: 4201)
      http://policy.wright.edu/policy/4201-undergraduate-curricular-approval-procedures

4. Curriculog Open Discussion
   a. Launched August 1, 2017
   b. Training provided to all colleges during summer semester 2017
   c. Instructional material available
      https://raidermailwright.sharepoint.com/sites/communities/projects/curriculoghelp/SitePages/Introduction%20and%20Navigation.aspx

5. Curriculog Agenda/Activity Report Overview
    a. Members will receive an email from "Curriculog Daily Digest" with the announcement the agenda has been published and is ready to review.
    b. Training on committee members' use of Curriculog and how to view agendas

6. Hint of the Month
    ➢ New programs
        ✓ Cannot be like another program in another college
        ✓ Must have all of the courses approved in Curriculog first
        ✓ After the courses are approved and in the catalog they will be able to be selected for the POS
        ✓ Allow a year for the full process from originator through all of the approval steps

    ➢ Modified programs
        ✓ If the program is offered on Main and Lake, then Lake must be informed of the program changes - If they can't support the change then it must be flagged and discussed further

7. Adjourned

Respectfully Submitted:
Cynthia Riley