

Undergraduate Curriculum and Program Review Committee  
Annual Report to Faculty Senate 2008-2009  
Submitted May 08, 2009 by Janet A. White, Chairperson

Name		Representing	Term Expires
Michele Bote, Academic Administration		Registrar's Office	
Frank Duba, English	W*	Humanities	2009
Thomas Burns, Associate Provost		Office of the Provost	
Maria Schiza, Chemistry	F*	Science and Mathematics	2009
Joe Labant, Elementary Education	P*	Education	2009
Carrie Smith, Sociology	D*	Social Sciences	2010
John McLarnon, History	F	Social Sciences	2009
Jen Miller, Philosophy	D	Humanities	2010
Jessica George, Library	P	Non-School	2009
Nazli Mollah, Computer Science (Fall)	F*	Science and Mathematics	2010
Jean Boal, Biology (Spring)	W		
Mark Snyder, ITEC	W	Education	2010
Janet White, Mathematics		Chairperson	2009

W = member of W-subcommittee

D = member of D-subcommittee

F = member of FYI-subcommittee

P = member of P-subcommittee

\* chair for UCPRC subcommittee

The committee's normal meeting time is the second and fourth Tuesday from 4:00 p.m. to 5:45 p.m. when classes are in session. The committee met fifteen times: September 9, 23, 30, October 14 and 16, November 11 and 20, January 13, and 27, February 10 and 24, March 10, 24, and 31, and April 14.

Although some of the subcommittee revisions and resubmissions may continue throughout the summer, at the time of the report, the following has occurred.

The committee received **203 proposals** for consideration. Of these proposals:

- **62: standard Academic or Course Proposals.**
  - 59: approved and moved to Senate for consideration;
  - 1: designated as a minor change and passed to the administration for further consideration;
  - 2: received too late and were tabled to the fall semester;
- **12: conversion of existing courses to Distance Learning** (two arrived too late in the semester to consider, and have been tabled to the fall semester);
  - All were approved for DL (some with minor modifications) and passed to the administration for further consideration;

- **83: re-certifications for the W-label;**
  - 58: approved as submitted, or with minor edits
  - 25: in need of significant revision for approval
- **17: re-certifications for the P-label;**
  - 11: approved and moved to the administration
  - 6: recommended for revisions and resubmission at a later time
- **25: proposals for the addition of the new D-label to an existing course;**
  - 20: approved and moved to the administration
  - 5: recommended for revisions and resubmission at a later time
- **4: First-Year Seminar proposals.**
  - All were approved and moved to the administration

As in the past, for each proposal, the spokesperson/proposer received via email (1) an acknowledgement that the proposal had been received with an appointment for the time the proposal to be presented to UCPRC, (2) a statement of suggested modifications, if applicable, following the presentation proposal, and (3) an indication regarding the proposal's status following the committee's voting as well as the procedure to be followed for Faculty Senate. The committee attempted to streamline and conserve paper by submitting the proposals to Senate electronically solely using Blackboard and appeared to work more smoothly this year. The committee chair also adopted the practice of copying curriculum committee chairs on correspondences (2) and (3) in an effort to help communicate consistent expectations for approval at UCPRC.

The chairperson thanks all members of the committee for their diligence and commitment throughout the year. She particularly wants to thank subcommittee chairs: Carrie Smith, Frank Duba, Joseph Labant, Nazli Mollah-Hardy, and Maria Schiza for their added time and workload. Special thanks to Dr. Carrie Smith for serving as UCPRC "secretary," and the direct liaison to Faculty Senate throughout the majority of the year. The dedication of all of the UCPRC members is greatly appreciated. Their support and assistance has been tremendous, and the chairperson is grateful for all of their assistance during her four-year appointment. Additionally, she wishes to thank all faculty involved in the curriculum process. Knowing that course and academic proposals can be very personal and time-consuming experiences, she appreciates their patience in helping to assure that University standards were consistently met. The professionalism and dedication of all university faculty is greatly appreciated. Additionally, the willingness of all committee members to serve on additional subcommittees was greatly appreciated.