



Curriculum Committee Minutes

May 1, 2026
526 Allen Hall

MEETING PARTICIPANTS

Voting: Abigail Good, Alicia Hall, Evan Kaplan, Sanna King, Sarah Lalk, Anna Osterholtz, Brandy Roberts, Andrea Spain, Angelle Tanner, Ashley Vancil-Leap, Jesse Wade

Non-Voting: Emily Cain, Jarrod Fogarty, Kyndal James, Robert West

COURSES

PROPOSAL	VOTE	COMMENTS
CO 4423/6423 Advanced Photo Communication	Passed-Contingent	<ul style="list-style-type: none">• The committee recommends removing the second sentence of the catalog description in the CIM and syllabus as this refers to a specific assignment. The reference to a semester-long project in the first sentence could also be considered for editing.• Remove “objectives” from the title of Course Learning Outcomes as the UCCC Guide and Format distinguishes them separately.• In the CIM, online is marked for method of delivery but Campus 5 is not selected. Please reconcile.• Though it is covered in subsequent pages, please additionally reference AOP 12.09 in the last paragraph on the second page where late penalties are discussed.• Listing “Assignments” as worth 50% and then breaking down that percentage by assignment is a bit confusing. Adjust formatting to make clearer.• As discussion boards are included with each assignment, list it in each assignment description and clarify what percentage of the grade comes from participation on the discussion boards.• There is a slight typo at the beginning of the description of the Final Project.• There is a copy/paste error at the start of the accreditation statement.• Consider adding a course AI policy.• The support letter references this modification as a technical change. Please update.

<p>CO 4710/6710 Academic Cultural Experience</p>	<p>Tabled</p>	<ul style="list-style-type: none"> • On the syllabus for both proposals, the Course Description still says “may be repeated three times” though the CIM and “Course Information/Credit Hours” section were both updated to say “may be taken three times.” • In the draft Course Outline, “2” is listed twice and all sub-points are listed as “a.” • Clarify how the Course Outline list of assignments are implemented and assessed. For example, are some assignment grades based on completion (such as Debriefings/Group Reflections) while others are graded? When is the ACE Final Project due? In what format(s) are students assessed – quizzes, essays, etc.?
<p>CO 4903/6903 Advanced Digital Cinematography</p>	<p>Passed-Contingent</p>	<ul style="list-style-type: none"> • Do not capitalize “hours lecture/lab” in the course description in the CIM. • In the Course Materials section, the Adobe Creative Cloud link is not hyperlinked. • In the Late Work section, provide a link to AOP 12.09 where referencing excused absences. • In the Attendance section, the AOP 12.09 link is not hyperlinked. • In the list of Contact Minutes, remove “lecture,” leaving “Direct: 100, Lab: 100, Indirect: 200.” • Week 12 on the course calendar lists Color Grading Sequence as an assignment, but no such assignment is shown on the Class Assignments list. If this is a lecture component leading up to the Final Project, please clarify. In general, the committee recommends only listing in red those final due dates for all projects (see Week 9 “Short Documentary” as well). • Consider adding a course AI policy. • Upload the revised syllabus on the CO 6903 proposal in the CIM. • The support letter references this modification as a technical change. Please edit. • Consider requesting a letter of support from the Department of Art.
<p>CO 4913/6913 Screenwriting II</p>	<p>Passed-Contingent</p>	<ul style="list-style-type: none"> • Do not capitalize “hours lecture” in the course description in the CIM. • In the Enforced Prerequisites section of the CIM, enter the prerequisites using the “or class” function instead of adding “or” as a text entry. • Also update the course description (in both the CIM and the syllabus) to include the correct EN cross-listed number being proposed (EN 4973). • In the Assignment Guidelines section, “Classwork” describes a professionalism grade, and the title “Classwork” could be taken as the

		<p>weekly pages. Consider retitling this component of the final grade.</p> <ul style="list-style-type: none"> • Add a subheading under the first three class assignments to make it even clearer how the graduate students are assessed differently. • In the description of Page Presentations, please also clarify there that each is worth 5%. • The AOP 12.09 hyperlink goes to an outdated policy. • In the Class Assignments section description of Class Attendance, clarify the penalty taken upon the third absence – is the full 10% deducted or a certain percentage with each absence beyond the first two? • Also in the Class Assignments section, list the Second Draft Script formally, showing that it is assigned to graduate students only and worth 10% of their final grade. • In the Standards of Achievement chart, list C as “70.00” for consistency. Also bold the heading of the University Syllabus section for the same reason. • In the Class Schedule, format the quiz listing in Week 5 to mimic the other assignment due dates and show that the first draft script is due for graduate students in Week 13.
--	--	---

PROGRAMS

PROPOSAL	VOTE	COMMENTS
BS in Clinical Laboratory Sciences	Passed	<ul style="list-style-type: none"> • No edits requested; the proposal is supported.
Minor in Public and Professional Writing	Passed-Contingent	<ul style="list-style-type: none"> • Update the effective term as this proposal cannot clear UCCC before Fall 2026. • Add a text comment at the top of the course list to specify that the minor requires 18 hours total. Additionally, two categories could be shown for clarity: 12 hours from required list, 6 hours from above list or major-specific, approved courses. • In the small type below the course list, remove the reference to specific faculty members and replace with “program coordinator.”
Minor in Linguistics	Passed-Contingent	<ul style="list-style-type: none"> • Update the effective term as this proposal cannot clear UCCC before Fall 2026. • Indent LIN/AN/EN 4403 so that the credit hours are not duplicated with the section title. Also indent “Any LIN course or its crosslist.”