

## Undergraduate Committee Meeting

Minutes

March 22, 2019

9:00 am – 11:00 am

---

**Present UC Members in Edinburg Campus:** Dr. Tim Brush, Dr. SJ Kumar, Dr. Jeannean Ryman, Mr. Jaime Mancha, Dr. Margaret Graham, Dr. Hsuying Ward

**Present UC Members via Zoom:** Dr. Margaret Graham

**Absent UC Members in Edinburg Campus:** Dr. Clara Downey, Dr. Jonathan Guist, Mr. Carlton Nelson

**Present Office of Academic and Institutional Excellence:** Dr. Laura Saenz, Rosie Pena

**Present guests via Zoom:** Dr. John Gonzalez, Dr. Lydia Aguilera

**Present guests in Edinburg Campus:** Dr. Jason Mitchell, Dr. Emmet Tomai, Dr. Hasina Huq, Dr. Engel Pereyra, Dr. James Jihoon Kang, Dr. Sarah Hardage, Peter-James Ehimika, Debbie Guillen,

**A. CALL TO ORDER at 9:03 am by Dr. Hsuying Ward**

**B. REVIEW OF MINUTES – February 22, 2019 Meeting**

**Discussion:**

- SJ Kumar requested to address the need to follow the HOP policies related to all the levels of approval. Discussion did not relate to the revision of the minutes.

**Approval of Minutes**

**Motion to approve:** Dr. Brush 1<sup>st</sup>, Dr. Ryman 2<sup>nd</sup>

**Approved:** unanimous approval

**C. REVIEW OF SUBMISSIONS**

**OLD BUSINESS**

**a. School of Social Work**

**1. Revise Program: BSW in Social Work**

**Presenter:** Dr. John Gonzalez

**Discussion:** Dr. Gonzalez explained the revision to remove a specific course under category 040 (Philosophy) to make things easier for students. Dr. Brush was not in agreement on deleting a requirement from the degree plan due to technicalities. Dr. Saenz explained how the specific course was removed as a major requirement, but students still need to fulfill the core with any course listed on the core. Peter-James raised the concern about how the exception will be handled for students on previous catalog years. Dr. Saenz's recommendation was for him to submit a blanket waiver that opens the category for existing categories, but Debbie Guillen confirmed that the blanket waiver is already on file.

**Motion to Approve:** Mancha 1<sup>st</sup>, Ryman 2<sup>nd</sup>

**Approval:** 5 in favor; 1 against; approved

**b. College of Fine Arts**

FINAL: March 12, 2019

**1. Music**

- Add Program: Minor in Music Technology

**Presenter:** Dr. Jason Mitchell

**Discussion:** a request to create a 19 chrs minor, but minor is not including a minimum of 6 advanced chrs. Also, a recommendation to include an additional 1-chr course in the list of options in order for the student not to exceed the hours required in the minor.

**Motion to Approve:** item tabled

**Approval:** item tabled

**NEW BUSINESS**

**c. College of Health Professions**

**1. Health and Biomedical Sciences**

- Revise Course: PHAR 3300

**Presenter:** Dr. Lydia Aguilera

**Discussion:** change to include NUTR 3320 as a prerequisite and opens the class to more students.

**Motion to Approve:** Brush 1<sup>st</sup>; Kumar 2<sup>nd</sup>

**Approval:** unanimous approval

**d. College of Engineering and Computer Science**

**1. Electrical Engineering**

- Revise Course: CMPE 1170, CMPE 1178, CMPE 1370, CMPE 1378, CMPE 2333, CMPE 2380, CMPE 2388, CMPE 3326, CMPE 3327, CMPE 3328, CMPE 3333, CMPE 3334, CMPE 3336, CMPE 3340, CMPE 3341, CMPE 3342, CMPE 3350, CMPE 4301, CMPE 4327, CMPE 4333, CMPE 4334, CMPE 4335, CMPE 4336, CMPE 4345, CMPE 4350, CMPE 4360, CMPE 4363

**2. Computer Science**

- Revise Course: CSCI 1170, CSCI 1178, CSCI 1370, CSCI 2333, CSCI 2344, CSCI 2380, CSCI 2388, CSCI 3310, CSCI 3326, CSCI 3327, CSCI 3328, CSCI 3333, CSCI 3334, CSCI 3336, CSCI 3340, CSCI 3341, CSCI 3342, CSCI 3350, CSCI 3370, CSCI 4301, CSCI 4302, CSCI 4303, CSCI 4310, CSCI 4318, CSCI 4319, CSCI 4321, CSCI 4325, CSCI 4327, CSCI 4333, CSCI 4334, CSCI 4335, CSCI 4336, CSCI 4343, CSCI 4344, CSCI 4345, CSCI 4350, CSCI 4352, CSCI 4355, CSCI 4360, CSCI 4363, CSCI 4365, CSCI 4381, CSCI 4382, CSCI 4383, CSCI 4390

**Presenter:** Dr. Emmet Tomai (CS) and Dr. Hasina Huq (EE)

**Discussion:** Dr. Tomai explained the CSCI courses are cross-listed with CMPE from Electrical Engineering and they are enforcing a minimum grade requirement on the prerequisites. Not that many students will be impacted by this change since the minimum grade requirement is listed as a graduation requirement and DegreeWorks is already enforcing it. The minimum grade requirement was omitted when the transition to UTRGV even when it is an accreditation requirement. Dr. Huq mentioned that the department chair of Electrical Engineering had a concern about the revision of CMPE courses since they

were not sent through their committee for approval. It was clarified that Dr. Abraham approved the revision of the courses via email shown in the UC SharePoint site. Revision is a cleaning process. Committee decided to move forward to approve the revision of both CSCI and CMPE courses with the understanding that CMPE did not go through the department UC committee, but EE department chair is still in support of the revision.

**Motion to Approve:** Mancha 1<sup>st</sup>; Ryman 2<sup>nd</sup>

**Approval:** unanimous approval

## e. College of Sciences

### 1. Earth, Environmental, and Marine Sciences

- Add Course: ENVR 4320, ENVR 4321, ENVR 4322, ENVR 4323

**Presenter:** Dr. Engel Pereyra

**Discussion:** courses are not being taught as special topics. Courses will be allowed as electives in the degree plans.

**Motion to Approve:** Brush 1<sup>st</sup>; Ryman 2<sup>nd</sup>

**Approval:** unanimous approval

- Revise Course: EEMS 3360

**Presenter:** Dr. Engel Pereyra, Dr. James Jihoon Kang

**Discussion:** revising prerequisites to align with the rest of the upper division courses in environmental sciences. Confirmed that the prerequisites were going to be the only ones revised.

**Motion to Approve:** Ryman 1<sup>st</sup>; Kumar 2<sup>nd</sup>

**Approval:** unanimous approval

- Add Program: UCert in Soil Science

**Presenter:** Dr. Engel Pereyra

**Discussion:** new program with 15 chrs. Main target is students on the Environmental Sciences degree plan, but open to all majors if they meet prerequisites.

**Motion to Approve:** Brush 1<sup>st</sup>; Ryman 2<sup>nd</sup>

**Approval:** unanimous approval

- Revise Program: Minor in Geographic Information Systems

**Presenter:** Dr. Sarah Hardage

**Discussion:** doesn't reflect what we offer and have available in the UTRGV college since the program

was transitioned from the physics and astronomy UTPA department. The revision includes adding the GEOL courses available in the program. Clarification that students could end up with additional credits if taking different courses from the list of options. Department is not aware of the number of students in the GIS minor. Students on previous catalog years will be allowed to use other GIS courses, will allow waivers or course subs.

**Motion to Approve:** Ryman 1<sup>st</sup>; Kumar 2<sup>nd</sup>

**Approval:** unanimous approval

### f. Institutional Policies

- **Major and Minor GPA** (page 84 of 2018-2019 Undergraduate Catalog)
- **Core Curriculum Hours and GPA** (page 84 of 2018-2019 Undergraduate Catalog)
- **“Re-Using” a Course** (page 87 of 2018-2019 Undergraduate Catalog)
- **Language Proficiency University Requirement** (page 85 of 2018-2019 Undergraduate Catalog)

**Presenter:** Dr. Laura Saenz

**Discussion:** presenting institutional policies since the current role of the UC is to review and approve them when needed. In the future there will be a proposal to the faculty senate to create a stand-alone academic policies committee at the undergraduate level so the UC can focus on curriculum items only.

Dr. Saenz requested feedback through the Faculty Senate from the Student Success Steering Committee (SSSC) comprised of staff (Advising, Registrar’s, etc.) and Associate Deans for Student Success to ensure changes have been discussed.

The exception to the list of institutional policies is the Language Proficiency University Requirement since it was not discussed with the SSSC.

- **Major and Minor GPA** (page 84 of 2018-2019 Undergraduate Catalog)

**Discussion:** The revision to the Major and Minor GPA policy is a clarification on how we calculate the GPA and impacts students that are in degree plans that have a lot of choices. The revision is to ensure that we use the best grades to fulfill the degree requirements regardless if additional courses were taken from the list. This clarification also applies to all students on previous UTRGV catalog years starting Fall 2015.

**Motion to Approve:** Ryman 1<sup>st</sup>; Brush 2<sup>nd</sup>

**Approval:** unanimous approval

- **Core Curriculum Hours and GPA** (page 84 of 2018-2019 Undergraduate Catalog)

**Discussion:** Dr. Saenz researched what other UT and major institutions are requiring a 2.00 GPA in the core curriculum as a graduation requirement and none of them were requiring it. The request is to reduce the GPA requirement, but students still need to fulfill the hours required in the core. This also applies to all students on previous UTRGV catalog years starting Fall 2015.

**Motion to Approve:** Ryman 1<sup>st</sup>; Kumar 2<sup>nd</sup>

**Approval:** unanimous approval

- **“Re-Using” a Course** (page 87 of 2018-2019 Undergraduate Catalog)

**Discussion:** extending this to the certificate for courses from the core can also be used to fulfill the certificate. This also applies to all students on previous UTRGV catalog years starting Fall 2015.

**Motion to Approve:** Brush 1<sup>st</sup>; Mancha 2<sup>nd</sup>

**Approval:** unanimous approval

- **Language Proficiency University Requirement** (page 85 of 2018-2019 Undergraduate Catalog)

**Discussion:** this is an informational item and is not up for voting. Dr. Saenz explained how the requirement was impacting time to graduation and the suggestion is to remove the requirement. Before this can be presented to UC, the faculty impacted will need to be heard. Meeting will be arranged by Dr. McHatton, Dean Dr. Diaz, and Dr. Charlton, department chair. For now, it is on hold but likely will come back for consideration. UT requires it as an admission requirement but through high school and not as a course required in the degree plan.

### g. Curriculum Standards

- Undergraduate Degree Template

**Presenter:** Dr. Laura Saenz

**Discussion:** this item is not for voting. Currently we do not have a definition/glossary of terms that can define institutional requirements for majors, minors, degrees, etc. A proposal was sent to the Student Success Steering Committee for review and will have a final proposal to vote in the April meeting.

## D. INFORMATIONAL ITEMS

- Dr. Kumar brought to our attention the requirement on the items be approved by the college/department committee.
- Dr. Saenz mentioned that we will be getting an electronic system for the Fall 2019 and might not be able to include the college/department committee approval. The suggestion might be for departments to include a support letter with the proposal or ask during the meeting.
- A possible amendment of forms/HOP might be done

## E. MEETING ADJOURN at 10:23 am.