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<td>✅  Lisa Mendell (CSD)</td>
<td>✅  Joy Hoffman (NURS)</td>
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I. Call to Order – Carol Danehower, Chair
   - Meeting called to order at 1:00 PM

II. Old Business
    Approval of Minutes from October
    - This will occur at a future meeting.

III. New Business – Curriculum (Details for purpose of minutes and record keeping are attached at end of Agenda)
    Note: Low-Impact (LCC) Proposals Report will be provided by email to UUC members no later than November 22.

College of Arts and Sciences (8 votes) – Ladrica Menson-Furr

All proposals passed.

- Anthropology-2 course revisions
- Biology-2 new courses, 1 course revision
- Chemistry – 2 new courses, 4 course revisions
- Chemistry – New concentration in Forensic Chemistry (Chemistry major)
- History – course revision
- IIS – new course
- Philosophy – new course, program revision to major

College of Communication and Fine Arts (3 votes) – Jenna Thompson

All proposals passed.

- Program Revisions to BFA Architecture, ABM Architecture
- Academic Unit Name Change: Department of Art changing to Art and Design
- Revisions (adding 9 hours each) to concentrations in BA Art: Fashion Design, Fashion Merchandising, Global Art Histories, Visual Arts

College of Health Sciences (2 votes) – Larry Weiss

All proposals passed.

- New Minor – Personal Training; new PHED course
- New course-HMSE 4888 – capstone thesis project in Honors
College of Professional and Liberal Studies (1 vote)—Joanne Gikas

All proposals passed.

- Program revision to Professional Studies, Concentration in Urban Studies

Herff College of Engineering (2 votes) –Amy Curry

All proposals passed.

- 4 Course revisions, 3 new courses in Civil Engineering; Program revision to BS Civil Engineering
- 1 Course revision in Biomedical Engineering

School of Communication Sciences and Disorders -American Sign Language and Deaf Studies (3 votes) – Lisa Mendel, Trent Harper

All proposals passed.

- 5 New courses
- Program revision to ASL and Deaf Studies Major
- Program revision to ASL minor

IV. Information/Discussion

- Curriculog – Program Revision Forms and Catalog Edit
  - Only one of these forms need to be submitted, not both.
- Policy from Provost for UUC Input/FYI— University Holidays and Breaks Policy Draft (attached)
- Tiger SmartStart Program (Textbooks/Barnes and Noble) Info attached
  - All question should be directed to the bookstore. alowe@bncollege.com

V. Updates/Announcements/Reminders

Curriculog Deadline is November 22 for December 9 meeting proposals to be at UG Review step before moving on to UUC. We should have a large number of proposals for this meeting. Even before providing the council with the Curriculog Agenda, Dr. Danehower may direct you by emails periodically to some of the more significant program revision proposals as they come up for the council’s review. January meeting will be for items that had questions or tabled from November or December AND any Academic Program Modification proposals that are ready that are not on cycle for implementation 2022/23 AY.
Upcoming Meetings

<table>
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<th>Meeting Dates</th>
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<td>4/14</td>
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<td>5/12</td>
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VI. Adjourn

- Moved and seconded to adjourn. The motion passed. The meeting adjourned at 2:36 PM.
November 2022 UUC Curriculum Details: Attachment to Agenda and Minutes
College of Arts and Sciences—November 2022
Approved Course/Program Proposals

**ANTH**

Title and Description change

ANTH 1100—Biol Anth & Prehistory

Description Change

ANTH 1200—Cultural Anthropology

**BIOL**

Two New Courses

BIOL 3020—Physiological Aspects of Animal Behavior

BIOL 4605/6605—Biology of Cancer

Add/Delete Prerequisite

BIOL 4320—Biology of Stem Cells

**CHEM**

Two New Courses

CHEM 4205—Forensic Chemistry Lab

CHEM 4225—Forensic Chemistry

Add/Delete Prerequisite

CHEM 1010

CHEM 4501

CHEM 4511

Title Change/Add/Delete Prerequisite and Add/Delete Corequisite

CHEM 3301

New Concentration
Architecture:
- Architecture (Accelerated BFA-Arch/M.Arch)
  2023-2024 Undergraduate Catalog Change/Edit Form
  - The Accelerated Bachelor’s-Master’s (ABM) BFA in Architecture to M.Arch program allows outstanding architecture undergraduates to begin the coursework for the Master of Architecture during their fourth year of undergraduate study.
• Changing program requirements for specific general education courses by removing SOCI 1010 and ESCI 1010, 1020, or 1040. This opens up one Social/Behavioral course and one Natural Science course.
• Opening up these two general education lines allows flexibility for students (with previous and/or transfer credits) and is consistent with the exceptions that have been made over the last several years.

• Architecture, (B.F.A)
  2023-2024 Undergraduate Program Revision
  • Following from Catalog Change: Opening up one social/behavioral line and one natural science line to accommodate students with previous/transfer credit, consistent with exceptions that have been made over the last several years.

• Interior Architecture, (B.F.A)
  2023-2024 Undergraduate Program Revision
  • Changing program requirements for specific general education courses by removing SOCI 1010 and ESCI 1010, 1020, or 1040. This opens up one Social/Behavioral course and one Natural Science course.
  • Opening up these two general education lines allows flexibility for students (with previous and/or transfer credits) and is consistent with the exceptions that have been made over the last several years.

• Interior Architecture, (B.F.A.)
  2023-2024 Undergraduate Program Revision
  • Following from Catalog Change: Opening up one social/behavioral line and one natural science line to accommodate students with previous/transfer credit, consistent with exceptions that have been made over the last several years.

Art:
• Department of Art and Design
  Undergraduate Name Change of Academic Unit, Other
  • The department of Art was recently re-accredited by the National Association of Schools of Art and “Design” (NASAD). Currently, the design curriculum represents ¾ of the department’s student body and should be reflected in the department name. The rebranding will help to define and identify content areas for potential students looking for design more clearly.

• Art - Fashion Design Concentration, (B.A.)
  2023-2024 Undergraduate Program Revision
  • Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
  • Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.

• Art - Fashion Merchandising Concentration, (B.A.)
  2023-2024 Undergraduate Program Revision
  • Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
• Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.

• Art - Visual Arts Concentration, (B.A.)
  2023-2024 Undergraduate Program Revision
  • Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
  • Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.

• Art - Global Art Histories Concentration, (B.A.)
  2023-2024 Undergraduate Program Revision
  • Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
  • Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.

College of Health Sciences  -- November 2022

PHED:  Personal Training Minor, new course in PHED
New course HMSE 4888 Capstone Thesis Project (for CHS Honors)

College of Professional and Liberal Studies-- November 2022

Program revision to BPS Urban Studies—changing groupings of course choices

Herff College of Engineering –November 2022

UUC HERFF November 2022 Agenda

Summary for Council Meeting on Nov. 11th

Civil Engineering - vote

1) Course Revisions (all may be low-impact revisions)
   o CIVL - 2103 - Approx/Uncertainty in Engr
     ▪ Add/Delete Prerequisite
• adding MATH 2421 Honors Calculus II as equivalent prerequisite to existing prerequisite MATH 2120 Calculus II

○ CIVL - 3161 - Transportation Systems Engineering
  ▪ Add/Delete Prerequisite
    • Adding prerequisite CIVL 2131 Statics; deleting prerequisite PHYS 2110, MATH 1920 or MATH 2421, deleting corequisite CIVL 2103

○ CIVL - 3181 – Hydrology
  ▪ Description, Add/Delete Prerequisite
    • Revised course description to state that course is 2 lecture and 3 laboratory hours per week; credit hours remain at 3 credits
    • Deleting CIVL 2103 prerequisite; retaining CIVL 3180 prerequisite

○ CIVL - 3386 - Safety Engineering
  ▪ Title
    • Revising course title to Construction Safety to be consistent with other course electives in the Construction Management concentration

2) New Courses

○ CIVL - 4175 - Construction Contracts and Law
  ▪ Elective course supporting the Construction Management concentration; previously taught 2 times as special topics

○ CIVL - 4185/6185 - Open-Channel Flow
  ▪ Elective course; previously taught 2 times as special topics
  ▪ 6000-level new course proposal submitted to UCGS

○ CIVL - 4510 - Construction Planning and Scheduling
  ▪ Elective course supporting the Construction Management concentration; previously taught 2 times as special topics

3) Program Revision

○ Minor editorial changes to program description that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.

○ Courses replaced with new courses that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.

○ Adding new elective courses. New course proposals also submitted for 2023-2024. New courses were previously taught as special topics.
  ▪ CIVL 4175 Construction Contracts and Law
  ▪ CIVL 4510 Construction Planning and Scheduling
  ▪ CIVL 4185 Open-Channel Flow

○ Typical sequence of courses updated to reflect previously approved changes that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.

○ Minor editorial changes to ABM program description that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.
Biomedical Engineering - vote

1) Course Revision
   - BIOM - 4801 - Introduction to Medical Imaging
     - Credit hours, Add/Delete Prerequisite
       - Adding laboratory component to course; changing from 3 to 4 credits
       - Adding equivalent Honors MATH prerequisites to existing MATH prerequisites; adding MATH 2421 Honors Calculus I and 2422 Honors Calculus II which are honors equivalents to MATH 1910 Calculus I and MATH 1920 Calculus II, respectively

School of Communication Sciences and Disorders – November 2022

University of Undergraduate Council CS-BA Proposal Summary – 11.11.22

American Sign Language & Deaf Studies:
- American Sign Language and Deaf Studies, (B.A)
  2023-2024 Undergraduate Program Revision
  - Catalog changes are added to the following: new course title changes, course numbers, and new AMSL proposal courses.
  - The hours for the major are 42 hours instead of 37. The electives are changed from 39 to 34 hours. Also, there was some course arrangements that need up to date in the catalog.

- American Sign Language Minor (18 hours)
  2023-2024 Undergraduate Program Revision
  - Minor changes in the ASL minor description would be updated.
  - In the ASL minor catalog, AMSL 1020, 2010, and 2010 courses to be required and have 1010 removed from the catalog. The changes in ASL minor should be aligned with World Languages minor requirements.

- AMSL 1011 – Visual Gestural Communication
  2023-2024 Undergraduate New Course
  - The course emphasizes the use and understanding of facial expressions, gestures, pantomime, and body language as it helps individuals to learn to experience the world of silence. Also, it would build their self-confidence in nonverbal communication skills

- AMSL 1015 – Introduction to Fingerspelling
  2023-2024 Undergraduate New Course
  - This course provides targeted development to build student’s skills in fingerspelled word recognition and numbering in American Sign Language before they take Advanced Fingerspelling which is already in the catalog.

- AMSL 3011 – American Sign Language VI
2023-2024 Undergraduate New Course

- The ASL curriculum TRUE+WAY ASL has 18 units altogether. The last two units (Unit 16-18) have not been utilized in teaching instruction. Those units allow to add another ASL sequence course. Units 16-18 will allow students to apply receptive and expressive skills from Unit 13-15.

- AMSL 4210 – ASL Classifiers
  2023-2024 Undergraduate New Course
  - ASL Classifiers are an important part of learning sign language. Students will use classifiers help to clarify a message, highlight specific details, and provide an efficient way of conveying information.

- AMSL 4211 – ASL Literature
  2023-2024 Undergraduate New Course
  This course offers students a theoretical understanding of the Deaf identity, belief, and ways of life by sharing various stories and understanding the art form. This course also allows students to practice their storytelling creativity in ASL.
The University of Memphis

AA-XXX – Academic limitations during university holidays and official breaks

POLICIES

Issued:

Responsible Official: Provost

Responsible Office: Academic Affairs

Policy Statement

• No academic activities shall be scheduled on university holidays or during official breaks including study or review sessions which the student may feel obligated to attend;
• No academic assignments should be due on university holidays or during official breaks. Exceptions to this policy must be submitted as far in advance as possible and approved by the Provost.
• Assignments due immediately following university holidays or official breaks should be announced with reasonable advanced notice to students.

Purpose

To pause academic work and activities over official breaks and university holidays; to encourage student wellness and success; and to recognize individual expectations, obligations, or plans during university holidays or official breaks.

Definitions

Official Breaks – The official breaks (spring break and fall break) will occur around the midpoint of the spring term and the midpoint of the fall term. See the Semester Calendar for term specific dates and information.

University holidays – University holidays consist of New Year’s Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Thanksgiving Day (plus one administrative closing day), and
Christmas Day (plus five administrative closing days.) See the University Holidays calendar for term specific dates and information.

Procedures

Requests for academic events to be held or assignments to be due on university holidays or during official breaks must be submitted to the Office of the Provost. Requests should include sufficient detail to justify the necessity. The Office of the Provost will approve or disapprove the request and will notify the instructor of the decision. If approved, advanced notification must be sent to all enrolled students by the instructor before the end of the first week of classes so students can change sections without academic or financial penalty, if necessary.

Instructors should provide advanced notice to students (preferably at the beginning of the term) if assignments are due the class period following university holidays or official breaks.

Links

Semester Calendars http://www.memphis.edu/registrar/calendars/

University Holidays Calendar https://www.memphis.edu/hr/holidays.php

Revision Dates
Deans & Directors Updates
Nov 1, 2022
Freshmen Registration Goal
Registration Incentives
Advising Stats
Registration Timeline
Goal: 100% FR Registration

- All FTFT freshmen registered for Spring 2023 classes by end of Fall 2022 semester (Dec 1st)
- ACAD 1100 students will receive priority registration (Nov 14)
- Freshmen registration has been moved to Nov 17
- Registration events:
  - Tues. Nov 15 and Wed. Nov 16: computer labs are reserved for ACAD 1100 classes and will be staffed with ACC, Registrar’s Office, and SAS staff (volunteers needed) to assist students in registering during their ACAD 1100 class
    11/15 8:00 am-2:30 pm: Clement 219 and Library 225
    11/16 12:30 pm-4:00 pm: Smith 110 and Library 225
  - Thurs. Nov 17 9:30 am-2:30 pm: UC Tech Hub is will be staffed with ACC, Registrar’s Office, and SAS staff (volunteers needed!) to help Freshmen who are not enrolled in ACAD 1100 with registration
Registration Incentive Drawings

- 25 book scholarships for FR who register on their first available date (11/14 or 11/17)
- 25 book scholarships for FR who register by December 1st
- 25 book scholarships for any student who register by December 1st
- 1 free class ($1300) for any student who registers by December 1st
### Advising/Pin Clearance

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Registration Timeline

11/14  Priority registration
11/15  Senior & junior registration
11/17  Sophomore & freshmen registration
12/1   Deadline for registration incentives
Tigers SmartStart

An innovative course material model supporting student outcomes through equitable access, convenience, and affordability
Students are forgoing getting their course materials and it’s negatively impacting their success

85 PERCENT of students delay or avoid purchasing course materials and 50 PERCENT of them said that it has negatively impacted their grades*

7 IN 10 students say they would have better grades if they had access to required textbooks and course materials before the first day of class

"Cost sometimes gets in the way of me purchasing a textbook. For some textbooks that are multiple hundred of dollars, I thought I could just wing it."

Jonathan D'Ercole, Student
Campbell University

*Vital Source Wakefield Study
INTRODUCING FIRST DAY® COMPLETE

A proven solution that supports student success by ensuring students have access to all their course materials on or before the first day of class.

STUDENTS AUTOMATICALLY receive all their books and access to electronic materials on or before the first day of class.

MATERIALS ARE INCLUDED
Applied as a per credit charge to the student account.

SIGNIFICANT STRESS REDUCTION & COST SAVINGS for students versus the traditional model.
Increased Enrollment at Eastern Kentucky University

In Fall 2021, Eastern Kentucky University saw an enrollment increase of 8% among first-time freshmen – the only public four-year institution in Kentucky that saw a year-over-year increase.

The university considers First Day Complete an important resource for recruitment and retention.

25 PERCENT
Of freshman said that the course material program was a factor in their decision to attend their current school.

* First Day Complete Spring 2022 Student Survey
SUPPORTS RETENTION

IMPROVE COURSE COMPLETION RATES

Research shows students who participate in First Day Complete are **15.58% more likely to complete the course** than students that are not in an equitable access program.*

74 PERCENT of students said the availability of the program increased their likeliness of continuing their education at the school**

**Figure showing course completion rates by race/ethnicity.**

- **White:** Non-Participants 63.19%, Participants 77.34% (difference +14.15)
- **Black:** Non-Participants 38.95%, Participants 60.10% (difference +21.06)
- **Hispanic:** Non-Participants 45.55%, Participants 61.12% (difference +15.57)
- **Asian:** Non-Participants 65.42%, Participants 79.07% (difference +13.65)
- **Other:** Non-Participants 58.97%, Participants 72.04% (difference +13.07)

* Inclusive/Equitable Access Research Study, University of New Hampshire, July 2022

** First Day Complete Spring 2022 Student Survey
FIRST DAY® COMPLETE CASE STUDY: IMPROVING STUDENT OUTCOMES

An institution that implemented FDC in Fall Term 19 has seen a significant increase in Student Retention and Class Performance.

Student Retention Improved Across All Ethnicities*

- Overall: +22%
- Black: +35%
- Asian: +16%
- Hispanic: +29%

Students Are Achieving Better Results Across Disciplines**

- Business: +18%
- Chemistry: +13%
- English: +5%
- Math: +8%

*Students that re-enrolled for a second consecutive semester and remained students through the end of that second semester. Tracked across Fall 2019-Spring 2020 and Spring 2020-Fall 2020 semesters.

**Percentage of students with a C grade or better. Tracked across Fall 2019-Spring 2020 and Spring 2020-Fall 2020 semesters.
PERSONALIZED STUDENT EXPERIENCE

The University of Memphis

Justine, Welcome to First Day® Complete

Your course materials for Fall 2021 are now available for in-store pickup or delivery.

My Courses & Included Materials
You are registered for 3 courses and have 7 available materials.

Chemistry 102A

Included
Physical item
- General Chemistry
- My Math Lab with Pearson eText

Digital item
- Blitzer

Required
- Principles of General Chemistry by Dr. Martin Silberberg
- My Math Lab with Pearson eText by Robert F. Blitzer

https://www.youtube.com/watch?app=desktop&v=Ool9TC7yrAo&feature=youtu.be
**WHAT STUDENTS ARE SAYING...**

**76 PERCENT**
would want to participate in the program in the future

**66 PERCENT**
reported the program had a positive impact on their academic success

**63 PERCENT**
said the availability of the program increased their likeliness of continuing their education at the school

**70 PERCENT**
said the program provided them more affordable course materials

"The program is going to help change a lot of people’s lives."
Molly McGowan
Eastern Kentucky University

"Not having to worry about books really takes a load off and is more convenient. Before this program, I didn’t have all my materials and my grades were affected."
Jose Valesquez
Lees-McRae College

"This program has given me the opportunity to be able to pick up my books on time and be ready for classes."
Robert Jordan
Alamo Colleges District

"I just went online, logged in and registered, and the books are automatically synced to the classes that I was in."
Terrell Richardson
North Carolina A&T

"Before the program I decided not to buy the books for a class on some occasions. I definitely feel less stress now having the book at the beginning of the semester."
Cassondra Hall
Jacksonville University
IMPROVING EQUITABLE ACCESS, CONVENIENCE & AFFORDABILITY AT THE UNIVERSITY OF MEMPHIS

First Day Complete Pricing per credit hour
$24

Full Time Student would now only spend
$360
(Based on 15 credit hours)

*U of M currently recommends allocating
$800 for books and supplies an academic term

*https://www.memphis.edu/financialaid/eligibility.php
**Student Timeline**

- **By Dec 5**

  - **Emails**
    - Welcome Email and a Selection Email

- **30 days**

  - **Selection Opens**
    - Students can make choices beginning 30 days before classes (delivery method or opt out)

- **Jan 27**

  - **Last Day to Opt Out**
    - This is the 50% refund date and the last day to opt out of the program

- **Last day of finals**

  - **Return their Books**
    - Materials should be returned by the last day of finals

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Tigers SmartStart Landing Page