University Curriculum Committee Agenda  
May 8, 2018

1. Review and vote on minutes from April 24

2. Updates
   a. Email address ucc@ucdenver.edu; new OneDrive
   b. Number of concerns raised and number remaining unresolved to date
   c. Annual cycle of proposals given the October catalog deadline
   d. May 31 meeting with the Registrar’s Office and Curriculum Coordinators
   e. Meetings with Provost about UCC bylaws

3. Possible exclusions from review: Global Studies Abroad, First Year Experience Seminars, Special Topics (at least first year)

4. Questions to consider before discussing workflow
   a. Allow all course proposals (new & revised) to move forward automatically unless there is an unresolved concern?
   b. What can be automated in OnBase and what can't? Training for committee?
   c. Automate notification of schools and colleges when NOI & proposals submitted?
   d. Use access to NOIs for two alerts to schools and colleges (NOI itself & proposal)?
   e. Other?

5. Work Flow
   a. Can/should NOI be submitted independently of full proposal?
   b. Timing—what should be closed and what open?
      i. More than a week possible between NOI and full proposal?
      ii. Should NOI expire if no full proposal?
      iii. Full approval process can be as rapid as approximately 2 weeks if units minimize gap between NOI and full proposal AND if there are no concerns
      iv. What should be UCC’s timing for initial review of unresolved concerns?
   c. Committee actions in approval process could ultimately be limited to: i) recording and acknowledging expressions of concern, ii) encouraging units to resolve concerns among themselves, iii) possibly facilitating negotiations, and iv) reviewing and deciding on unresolved concerns

6. Review of unresolved concerns
   a. Two cases offer opportunities to think about processes & criteria; neither urgent
   b. Suggestions and considerations for reviewing processes
   c. Timetable

7. Membership for AY 2018-2019
   a. Continuing & recruiting membership in light of last discussion about selection
   b. Officers—elect chair now or May 22?
   c. Summer availability

8. Moving forward — Suggestions? Questions?