

UCAP  
Approved Minutes  
March 1, 2016  
3-5pm  
ML 2042

Present: John Lindberg (chair), Vicki Schull, Jenny Turner (minutes), Ann Kuzma, Pat Nelson, Chelsea Mead (guest, AIS)

Meeting start: 3:03pm

1. Approval of last minutes—approved
2. Changes to agenda
  - a. None
3. Remaining proposals:

a. AIS/DAK **12569, 12570, 12594, 12595**

Concerns have been raised regarding these proposals. Lindberg asked that these concerns be resolved before UCAP acts on the proposals.

- a.i. Recommendation: get a provisional approval from UCAP for everything, provided departments resolve issues and are comfortable with the proposals. We need supporting documentation. We want the proposals to move forward, but we need to make sure departments are in agreement.
- a.ii. Question: when is the deadline for getting into the bulletin?  
Even if we miss the bulletin printing, we could pass the proposals and then they can promoted/listed online.
- a.iii. If we're in agreement, we can do an electronic vote on these proposals.
- a.iv. Question: what is the definition of cross-listing?  
Course are the same course/same titles and faculty from either department are the same course.  
Is this documented? Unknown. Lindberg will pass this inquiry along to Cronn-Mills on behalf of UCAP: what is the official definition of cross-listing? Could we get this into the CDS glossary?

b. Proposals from Comm Studies: **6368, 13128**

- b.i. **6368** is being reviewed a second time.—approved by those in attendance; electronic vote from absent members forthcoming.
- b.ii. **13128** is a new proposal (created on 2/25/16) that did not meet UCAP's deadline for course proposals for the Spring Semester—In the past we haven't passed these, but there may be something going on with CDS. Lindberg will check on this before we officially table this proposal for next year.

4. MnSCU policies

- a. Proposed new guideline 3.35.1.1 World Language Credit Equivalencies
  - a.i. World Languages has ok'ed. UCAP sees no issues with the proposed guideline.
- b. Proposed new guideline 3.36.1.1 Course Numbering Convention
  - b.i. This proposal is fine, but we recommend adding language stating institutions are able to adopt additional policies or guidelines related to this.
  - b.ii. Question: Any discussion of how first, second, third, fourth year are defined? This is especially important for transfer students. Add a second comment to our statement on this proposal: these terms are problematic, since there is no real definition of what this means any more. Perhaps MnSCU could add a credit range to help clarify (e.g. 1-30 credits for first year).

Meeting adjourned: 3:29pm

Minutes respectfully submitted by Jenny Turner