

CODIFICATION COMMITTEE

Wednesday, April 10, 2024
CC Room 2200 | 2:00-3:30pm
Minutes

Present: Berg, Johnson, Satriana, Senbet, Schuttler, Welsh, Yu
Absent: Dietz

Called to Order 2:00pm

Approval of the Agenda approved without objection

Approval of the 27 March 24 meeting minutes approved without objection

Chair's Report/Announcements

- Honorary Degree policy passed Senate
- Nominations for Chair for the 2024-2025 academic year
 - Mary Schuttler is nominated for chair by Senbet – accepts nomination

Unfinished Business

- Definitions
- Review Committees, Boards, and Councils Bylaws
- Check Senate Action Forms against the online Board Policy Manual (BPM) and University Regulations (UR) for accuracy.
- Curriculum Process Policies
 - 3-3-501:
 - Second paragraph, shorten by inserting “,” in appropriate places
 - Remove “and the University” and insert “and in compliance with University and”
 - End sentence with “requirement”
 - Remove “and that” and end paragraph with “Adequate resources must be”
 - 3-3-501(1)
 - 3-3-501(1)(a) and (b)
 - Do these categories belong somewhere else? These are related to NEW course creation?
 - Insert “()” around “including” and “Micro-credentials”
 - Start last sentence with “These” and remove “significant”, insert “shall”
 - Add a “;” at the end of each point
 - 3-3-501(1)(c)
 - Remove “Changes that” and start with “Alteration”
 - Strike “basic nature” and insert “required elements of a”
 - Remove “an existing course, including”
 - Insert “()” around “scheduling” and “outcomes”
 - Strikethrough “changes to the fundamental” insert “course” and insert “and” before “learning outcomes”

- Strikethrough "required of all offerings of the course"
 - 3-3-501(1)(d)
 - Insert "Alteration of curriculum requirements" and remove "Changes that alter the basic nature of a program, including"
 - Insert "()" around "credit hours" and "outcomes"
 - Make "Credit hour" plural; "credit hours"
 - Insert "minimum" before "GPA"
 - Insert "criteria" after "admission"
 - Strike out all "requirements" and "changes to the fundamental program" and "and curricular requirements"
 - Insert "and," at the end of part (d)
 - 3-3-501(1)(e)
 - Strikethrough "Any change to a program or course (including deletion) that" start sentence with "Impacts to"
 - Strikethrough "by causing a change."
 - Change uppercase letters to lowercase.
 - Start sentence with "The process for changes" and strike through "follow a separate process," insert "are" before "described in 3-3-501(4)."
- Due to time each member will make their own edits and send them to Berg, where she will compile them all and send back to APC.

New Business

- Liberal Arts Council Board Policy Updates
 - 2-3-107(2)(b)
 - Unstricken "(b)"
 - Insert "members" between "voting" and "and"
 - Change capitalized numbering (I, II, II, IV) to lowercase (i, ii, iii, iv)
 - Insert "on a rolling basis" after "three years".
 - Question from Codification about formula:
 - Why 76%? What about less than 51%? We cannot address the formula right now.
 - 2-3-107(2)(b)(iii)
 - Insert "of the members" after "one-third" in the first sentence.
 - Change "Associate" to "Association"
 - Insert "," after "of the year elected", "shall" between "and" and "end"
 - Change "the" to "their" in same sentence.
 - Insert "-" between "One" and "semester" in the last sentence
 - Change in "she" to "shall"
 - 2-3-107(2)(c)
 - Strike the "To" at the beginning of each bullet.
 - (III)
 - Insert "to" after "criteria"
 - Insert "for transfer courses" at the end of the sentence.
 - (IV)

- Insert “Curriculum” after “for”
 - (VI)
 - Insert “Curriculum” after “review”
 - (VII)
 - Bring “at the discretion of the LAC” to the beginning of the sentence.
- 2-3-107(2)(d)(II)
 - Change “Jun” to “June”
- Revisions will be sent to LAC.
- Senate Actions 21-22
- Board Policy Manual 2-3-305

Comments to the Good of the Order

Thank you everyone for your hard work on the Honorary Degree Policy! Thank you, Dan, for your legal help!

Adjournment 3:30pm