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University Curriculum Committee
September 8, 2025
Iris Room
2:30pm

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Calling of the Roll

Announcements

Old Business

Meeting Minute Approval

- Not Applicable
  - May minutes were approved via email by the 2024-2025 UCC Committee

Agenda

Academic Affairs

Curriculum Updates and implementations   **Implementation Spring 2026**

1. New Curriculum and Bulletin Software
   - Coursedog
   - Implementation May 1, 2026

2. Curriculog Submission Deadline
   - December 1, 2025 Curriculog will be turned off.
   - All proposals should be approved at the December 15, 2025 UCC meeting.

3. Training
   - March – Dean and Chair Training
   - April – Faculty Training

The above items were discussed as a whole by the University Curriculum Committee as they are all related items.

Dr. Cordova opened the discussion by explaining that we were moving toward a new Curriculum and Bulletin Software with Coursedog. He asked Felicia Nagel to explain where we were with Coursedog implementation and what the timeframe was for the next phase.

Dr. Nagel explained that the Office of the Registrar had gone live with Course Scheduler on May 1, 2025 and was now working on the Spring/Summer course scheduler. They have additionally finished the Events piece, and we are now live with that information managed by Jason Longan. The final stage of implementation will be Curriculum and Catalog, scheduled to begin October 6, 2025. They call for a six-month implementation period, but Dr. Nagel indicated we should plan an extra month or two and plan to go live June 1, 2026.

The meeting began with identifying that there was obviously some pressure regarding this implementation and the submission and approval deadlines. Because of the nature of this software change, a shutdown of curriculum submissions is recommended beginning December 1, 2025. This would mean that all course forms would be deactivated, individuals would still have access to the submissions for review, and to see items approved previously.

Currently, course forms make up the majority of the curricular submissions; however, it is still early in the semester, and some departments may still submit program modifications. The only new programs that may potentially be approved are the MAT Athletic Training (ready for THEC External Review), Master of Science Environmental Science (ready for External Review), and possibly a MSMLS Medical Technology (still in the LON process).

Dr. Rayburn started off the discussion by stating that for the last couple of years, we have entertained two types of proposals at the University Curriculum Committee meetings:

1. Items such as new courses, program modifications, and new programs which are fully discussed, vetted, and voted on;
2. Items such as course prerequisite changes, name changes, or clean-up items that are placed on a consent agenda and approved in one vote.

He indicated he would like UCC to continue approving programs in this manner, as it is a very effective form of review and approval.

Dr. Self asked if we went with the December 1st date for turning off Curriculog forms, if that means nothing else may be submitted for the rest of the academic year. The answer to this was yes, that was correct. We would not allow or entertain new proposals after this date, but would allow what was currently in Curriculog to filter through the approval process.

Dr. Dlynn Williams then asked that while she understood the need to turn off the submission of proposals, what would happen if there was a mandated change by a program accreditor or the state for Education programs. The answer to this concern is that these would be entertained and voted on appropriately, as these were changes that we did not initiate but were required to continue to meet licensure and accreditation standards.

Dr. Jessica Morris asked a question about course changes for Fall 2026. If the deadline may cause an influx of changes to be submitted before the deadline, and would need to be clearly communicated to Deans, Chairs, and other faculty/staff.

There could also be the potential for a call meeting in January if that needs to be accommodated, but it may not be necessary.

It was clarified that the December 1, 2025, deadline would be the last time items for the 2026-2027 bulletin may be submitted. This will assist us with the implementation of Coursedog and the process of manually rebuilding all forms and the academic bulletin. Items will continue to filter through Curriculog for approval through the Spring, but proposals past February 2026 will not be eligible for academic year 25-26 implementation.

Once the discussion about Coursedog implementation and the submission deadlines was completed, Dr. Cordova discussed that with the new software came a great opportunity to make changes in the aesthetics of the bulletin. He requested that those on UCC, as well as their departments and other faculty, send us any ideas they may have in making the bulletin better.

We are looking to have a more contemporary student-friendly bulletin. This includes potentially adding sample plans, quick links to appropriate information, clearer naming of the items in the bulletin, adding widgets, general statements about textbooks, and other appropriate items.

The meeting adjourned at 3:30pm