

*Dina Bozicas, Jennifer Gonzalez-Zugasti (absent), Leslie Farris, Michael Geiger, Mary Kate Keyes, Ryan McPherson\*, Jesus Reyes-Blanco (absent), Walter Toomey (absent), Wen Zhu, Kevin Petersen\*, Julie Nash<sup>1</sup>, Mai Nguyen<sup>1</sup>, Yolanda Hood<sup>1</sup> (absent)*

\*ex-officio, <sup>1</sup> non-voting

## Minutes

<https://uml.curriculog.com/agenda:153/form>

### Meeting of Undergraduate Policy Committee (UPC) of Faculty Senate

December 9, 2024 at 3:30-5:00 p.m. in Saab ETIC – Perry Atrium

1. **Minutes of UPC Meeting November 12, 2024** (*Mike Geiger*)

<https://uml.curriculog.com/proposal:2232/form> Motion to approve by Leslie Farris, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**

2. Policy Proposals

1. **Proposal to Change University-Level Policy: Graduate Admissions Transcript Requirement** (*Stacy Szczesiul & Shahram Haydari*)

<https://uml.curriculog.com/proposal:2102/form> Initial discussion & vote to initiate the 2-month review process was approved by Faculty Senate on November 4, 2024. Stacy and Nancy Ludwig shared the issue preventing enrollment of some students primarily from Myanmar who cannot produce transcripts. The proposal is not to waive transcripts, but rather to allow admission to otherwise qualified students who have described their circumstances preventing them from obtaining their transcripts, and have support from an organization such as Prospect Burma. Shahram Haydari shared that the official transcript exception outlined in this policy would be used by students from Myanmar who couldn't get official transcripts because of conflict in the region. They are asking that someone on the ground in Myanmar be allowed to speak to the readiness of the student. Mai Nguyen expressed concern about course equivalencies as well as forgeries. The committee asked for clarity for student use of this policy. The threshold is when the circumstance is beyond the student's control, i.e. it is not POSSIBLE to get the transcript. This would include for example if the transcript was burned in conflict, or cannot be accessed due to conflict, but it would not include financial barriers. One suggestion is to add guiderails, such as documentation that the state department has offered warning to not travel to the location. Proposed exceptions can have more scrutiny with the Vice Provost, Registrar, and Dean. **Motion to approve at UPC, with the recommendation that the**

policy language be strengthened to clearly define student use, by Mary Kate Keyes, second by Leslie Farris. [Approved: Yes 5, No 0, Abstain 0](#)

2. **Proposal to Change University-Level Policy: Increase Allowed Transfer Credits** (*Kyle Coffey & Julie Nash*) <https://uml.curriculog.com/proposal:2131/form> Initial discussion & vote to initiate the 2-month review process was approved by Faculty Senate on November 4, 2024. Proposal to increase from 60 to allow 75 1000/2000-level transfer credits. Students will still have to meet residency requirements. Accepting only 60 transfer credits from community colleges presents an unnecessary barrier to student success. When students get to UML they can petition for 75 credits and it will be approved, but students may choose another school that automatically accepts more credits. It was reiterated that students will still need to complete all graduate requirements for their programs. Leslie Farris requested to explicitly add that credits from community colleges cannot be used to satisfy upper-level requirements. Motion to approve by Leslie Farris, second by Dina Bozicas. [Approved: Yes 5, No 0, Abstain 0](#)

### 3. Program Proposals

1. **B.S. Applied Biomedical Sciences – Pre-Medical/Pre-Health** (*Javier Horta*) – Change Plan or Subplan <https://uml.curriculog.com/proposal:2174/form> Requesting to add a required course and change the sequence of courses. There is a new pre-requisite for MATH.1380 Calculus for Life Sciences that requires a minimum score of 55 on the ALEKS placement exam. Students who score 26-54 must first take MATH.1255 Precalculus I and earn at least a B- grade; this is the course we are adding to the required course list. Moved HSCI.3400 IPE Research Methods to the approved list of PMPH technical electives, and adjusted the degree pathway. Motion to approve by Mary Kate Keyes, second by Leslie Farris. [Approved: Yes 5, No 0, Abstain 0](#)
2. **B.F.A. Graphic Design – no subplan** (*Melissa Schrenker / Ingrid Hess*) – Change Plan <https://uml.curriculog.com/proposal:2189/form> Proposal to change required courses, list of approved electives, and the sequence of courses. Changes made during the meeting need to be updated in Curriculog prior to the next Faculty Senate meeting. Motion to approve by Leslie Farris, second by Dina Bozicas. [Approved: Yes 5, No 0, Abstain 0](#)
3. **Minor in Architectural Studies** (*Marie Frank*) – Change Plan <https://uml.curriculog.com/proposal:2158/form> At the last UPC new courses were approved but making updates to plans is a separate process. Proposal to move new courses into the required course list, and remove one course to electives list. Motion to approve by Dina Bozicas, second by Wen Zhu. [Approved: Yes 5, No 0, Abstain 0](#)
4. **B.A. Liberal Arts – Architectural Studies Concentration** (*Marie Frank*) – Change List of Approved Electives <https://uml.curriculog.com/proposal:2149/form> Motion to approve by Mary Kate Keyes, second by Leslie Farris. [Approved: Yes 5, No 0, Abstain 0](#)

5. **Minor in Medieval & Renaissance Studies** (*Andrew Drenas*) – Change List of Approved Electives <https://uml.curriculog.com/proposal:2176/form> Motion to approve by Mary Kate Keyes, second by Dina Bozicas. **Approved: Yes 5, No 0, Abstain 0**
6. **B.A. Economics** (*Chenyang Charlie Xu*) – Change Program Learning Outcomes <https://uml.curriculog.com/proposal:2145/form> Last updated 10-years ago. Making learning outcome language more accurate and precise. Motion to approve by Wen Zhu, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**

#### 4. Course Proposals

##### New Courses

1. **ARTS.4960 Senior Studio I: Graphic Design** (*Melissa Schrenker / Ingrid Hess*) – New Course <https://uml.curriculog.com/proposal:2183/form> Motion to approve by Leslie Farris, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
2. **ARTS.4990 Senior Studio II: Graphic Design** (*Melissa Schrenker / Ingrid Hess*) – New Course <https://uml.curriculog.com/proposal:2191/form> Motion to approve by Mary Kate Keyes, second by Dina Bozicas. **Approved: Yes 5, No 0, Abstain 0**
3. **ENTR.3250 Real Estate Entrepreneurship** (*Daniele Parravano & the MSB Representative for UPC*) – New Course <https://uml.curriculog.com/proposal:2105/form> Motion to approve by Mary Kate Keyes, second by Wen Zhu. **Approved: Yes 5, No 0, Abstain 0**
4. **HSCL.1025 Anatomy and Physiology Supplemental Instruction** (*Michelle Hunt*) – New Course <https://uml.curriculog.com/proposal:2233/form> . During the first week of classes a small quiz with basic science questions is given to students. If a student doesn't do well then the student is invited to enroll in this course; difference of 10 points better on exams. This will be the first time offering a grade for the course; 75 min per week, Wednesdays around lunch time, Thursdays late afternoon, no new information, engaging with the information they are getting from lecture, practice exam questions, small group work. This will count as a free elective credit and is repeatable for APII in Spring. Motion to approve by Leslie Farris, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
5. **MATH.4800 Mathematical methods for Quantum error correction** (*Shiwen Zhang*) – New Course <https://uml.curriculog.com/proposal:1903/form> (old form) . Previously tabled; updated pre-requisite to include “or permission of instructor”. Motion to approve by Mary Kate Keyes, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**

##### Change Courses

6. **ARTS.2100 Graphic Design I** (*Melissa Schrenker / Ingrid Hess*) – Change Course <https://uml.curriculog.com/proposal:2116/form> Motion to approve by Mary Kate Keyes, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**
7. **ARTS.3100 Graphic Design II** (*Melissa Schrenker / Ingrid Hess*) – Change Course <https://uml.curriculog.com/proposal:2184/form> Motion to approve by Wen Zhu, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**
8. **ARTS.4100 Graphic Design III** (*Melissa Schrenker / Ingrid Hess*) – Change Course <https://uml.curriculog.com/proposal:2185/form> Motion to approve by Dina Bozicas, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
9. **ARTS.4150 Advanced Graphic Design Exploration** (*Melissa Schrenker / Ingrid Hess*) – Change Course <https://uml.curriculog.com/proposal:2186/form> Motion to approve by Leslie Farris, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
10. **CHEM.1350 Honors Chemistry I** (*Suzanne Young*) – Change Course <https://uml.curriculog.com/proposal:2020/form> Honors CHEM I & II are distinct from CHEM I & II; updating description. Motion to approve by Mary Kate Keyes, second by Dina Bozicas. **Approved: Yes 5, No 0, Abstain 0**
11. **CHEM.1360 Honors Chemistry II** (*Suzanne Young*) – Change Course <https://uml.curriculog.com/proposal:2021/form> Motion to approve by Mary Kate Keyes, second by Dina Bozicas. **Approved: Yes 5, No 0, Abstain 0**
12. **EXER.4300 Exercise is Medicine** (*Mary Kate Keyes*) – Change Course <https://uml.curriculog.com/proposal:2247/form> Liberalizing the pre-requisite courses to allow more students at junior and senior level. Motion to approve by Wen Zhu, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**
13. **INFO.2785 Introduction to Operating Systems** (*Yelena Rykalova*) – Change Course <https://uml.curriculog.com/proposal:2165/form> Updating the pre-requisite to INFO.1600 Introduction to Information Systems and (INFO.2670 C Programming or COMP.1010 Computing I); to allow for easier transfer for CS students switching to IT. Students are not able to switch from IT to CS as IT is delivered through GPS, while CS is delivered through traditional day school. Motion to approve by Wen Zhu, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**
14. **INFO.2930 Data analysis and Visualization with Python** (*Yelena Rykalova*) – Change Course <https://uml.curriculog.com/proposal:2166/form> Motion to approve by Leslie Farris, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
15. **INFO.3600 Intro to Data Structures with C** (*Yelena Rykalova*) – Change Course <https://uml.curriculog.com/proposal:2162/form> Motion to approve by Dina Bozicas, second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
16. **MATH.2440 Honors Differential Equations** (*Jennifer Gonzalez-Zugasti*) – Change Course <https://uml.curriculog.com/proposal:2179/form> Motion to approve by Mary Kate Keyes, second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**

17. **PHYS.4410 Radiochemistry** (*Art Mittler*) – Change Course  
<https://uml.curriculog.com/proposal:2171/form> Motion to approve by Dina Bozicas,  
second by Mary Kate Keyes. **Approved: Yes 5, No 0, Abstain 0**
18. **PUBH.1021 Introduction to Public Health** (*Nicole Champagne*) – Change Course  
<https://uml.curriculog.com/proposal:2190/form> Motion to approve by Dina Bozicas,  
second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**
19. **WLSP.4560 Spanish Translation Seminar** (*Maria Matz*) – Change Course  
<https://uml.curriculog.com/proposal:2178/form> Motion to approve by Wen Zhu,  
second by Leslie Farris. **Approved: Yes 5, No 0, Abstain 0**

## 5. Discussion

1. **Fresh Start grading policy** (*Kevin Petersen, Julie Nash, Mai Nguyen on behalf of Joyce Andrews*) Informal discussion of the Fresh Start policy that accepts only those courses with the grade of C or higher <https://uml.curriculog.com/proposal:2249/form>  
Mai explained the policies and inconsistencies. Leslie Farris noted that transfer credits accept C-, so if that is the standard policy it should just be adjusted. Julie shared an example of a native student who was being denied credits when a transfer student would have been successful. **UPC recommends a friendly amendment. Julie Nash wants to review all current Fresh Start students. Mai will review student list and report back. Mai will enter the “Correct error / Update text in catalog” form to make the change to the catalog language.**

Meeting adjourned at 4:51pm

**Next UPC Meeting:** Monday February 10, 2025 at 3:30-5:00pm in Alumni Hall 102.