

UCAPC Agenda for Tuesday, February 3, 2026

DATE: January 30, 2026
 TO: Members and stakeholders of UCAPC
 FROM: Aileen Hower, Chairperson
 SUBJECT: UCAPC Meeting, Tuesday, 02/03/2026 4:30-5:45 PM, Stayer MPR

- I. Welcome and introduction of representatives, and other guests
- II. Minutes from UCAPC meeting on Tuesday, January 20 attached for review; any changes should be sent to **Dr. Antonia Cardwell** prior to our next meeting on Tuesday, February 3, 2026.
- III. Report of the UCAPC President
 - UCAPC Secretary (1 year term) and President Pro Tem (3 year term) - vote
 - UCAPC Committee Revisions (updated) - seeking a vote

Committee Name	Current Structure	Updated Structure
Academic Policies Committee (APC)	9 members – 1 from each curricular cluster	10 members – 2 from each College
Academic Standards Committee (ASC)	18 members – 2 from each curricular cluster	15 members – 3 from each College
By-Laws Committee	9 members – 1 from each curricular cluster	5 members (plus UCAPC Secretary and Parliamentarian) - 1 from each College
General Education and Outcomes Assessment Committee (GEOAC)	18 members – 2 from each curricular cluster	15 members – 3 from each College
Multidisciplinary Curriculum Committee (MDST)	9 members – 1 from each curricular cluster	7 members – 1 from each College and one additional member from each AHSS/EDHS and SSCI/LBOC/UC
Undergraduate Course and Program Review Committee (UCPRC)	9 members – 1 from each curricular cluster	10 members – 2 from each College
University Honors College Committee (UHCC)	9 members – 1 from each curricular cluster	7 members – 1 from each College and one additional member from each AHSS/EDHS and SSCI/LBOC/UC

***All unfilled seats automatically become At Large, one-year appointments**

- Guidelines for Curriculum Committees document (3)
- IN-PERSON: UCAPC Meeting Dates 2025-2026 (1st and 3rd Tuesday)
 - ~~September 2nd, 16th~~
 - ~~October 7th, 21st~~
 - ~~November 4th, 18th~~
 - ~~December 2nd~~
 - ~~January 20th~~
 - February 3rd, 17th
 - March 3rd, 17th
 - April 7th, 21st
- Straightforward/minimal course change proposals must be **approved by the proposer's department** by:
 - **end of September** for Fall courses (next calendar year)

- **end of March** for Winter courses (next calendar year)
- **end of May** for Spring courses (next calendar year)
- **end of November** for Summer courses (the next calendar year)

New courses or labels:

Courses ready to run in	Due on Dean initial schedules	Final submission deadline after department approval	Time for Full approval
Fall 2026	Early December, 2025	Mid September, 2025	By mid November 2025
Spring 2027	Mid August, 2026	End of January, 2026	By early May 2026
Fall 2027	Early December, 2026	Mid September, 2026	By mid November 2026
Spring 2028	Mid August, 2027	End of January, 2027	By early May 2027

Catalog Timeline 2026-2027

Academic Year Catalog

Key Dates (2026)

- February 16 – Call to departments for updates to front-facing content.
- March 1 – Deadline for curriculum to be entered into CAP (via CourseDog) and policies to come to GCPRC/APC for 2026-2027 catalog inclusion.
- April 6 – Deadline for departmental content updates.
- April 21 – Last UCAPC meeting for curriculum of policy approval.
- April to May – Content and curriculum updates entered.
- June 1 – Final due date for all content updates. • June 15 – Deadline for review and quality control checks.
- June 22 – Catalog (2026-2027) locked and prepared for launch.
- July 1 – Catalog (2026-2027) launch and PDF generated.

All substantive curriculum and policy approvals must be completed by April 21, 2026 (last UCAPC meeting).

IV. General Education update:

- **Save the Date – Assessment Luncheon – March 17, 11:45 AM – 1:15 PM**
- Fundamentals of Gateway: 2/5, 2-3 PM (Zoom)
- Integrating your Major: 2/18, 12-1 PM CAE; 3/2, 2-3 PM (Zoom)
- Special Populations (Veterans, Honors College, switching majors, Legacy into Gateway): 3/19, 12-1 PM, CAE; 3/20, 2-3 PM (Zoom)

V. Proposed Curricular Frameworks for endorsement: None

- Undergraduate Course Proposals (Chairpersons: Dr. Susannah Boyle, Professor Krista Higham)
 - Gateway Program Capstone Guidance document
 - Proposed Courses and Programs: Please review all proposals within the CAP system prior to our meeting. The following courses are consent agenda items and are for your final review. Unless there is an objection, these items are approved (without the need to formally vote) and are included in the UCAPC Minutes as approved.
 - [Early Childhood Education - PreK - Grade 4, B.S.Ed.](#)
 - [COMM335](#)
 - [ITAN130](#)
 - [COMM441](#)
 - [ITAN120](#)

- [COMM301](#)
- Graduate Course Proposals (Chairperson: Dr. A. Nicole Pfannenstiel)
 - [HIST 512 Topics in Regional History](#)
 - [HIST 612 Seminar in Regional History](#)
 - [HIST 507 Modern Europe, 1914-Present](#)
 - [HIST 501 U.S. History, Beginnings-1815](#)
 - [HIST 611 Seminar in European History](#)
 - [HIST 506 Age of Revolution, 1789-1914](#)
 - [HIST 505 Early Modern Europe, 1500-1789](#)
 - [HIST 610 Seminar in U.S. History](#)
 - [HIST 502 U.S. History 1815-1919](#)
 - [HIST 511 Topics in European History](#)
 - [HIST 503 U.S. History, 1919 to present](#)
 - [HIST 520 Historiography and Historical Research](#)
 - [Letter of Completion in Coaching Education](#)
- Non-consent Agenda Proposal(s):
 - [TEIN604](#)

- VI.** APSCUF Updates
- VII.** Report of the Student Government Association
- VIII.** Report of the Graduate Student Association
- IX.** Report of the Administrative Officers
- X.** Announcement of new courses, programs, or changes to existing courses/program
- XI.** Reports of the Faculty Senate Standing Committees

Please note that committee chairs wishing to report or share documents and be added to the agenda at a meeting should email the UCAPC Chairperson (aileen.hower@millersville.edu) the Wednesday prior to a meeting.

- Academic Policies (APC) Chairperson: Richard Behun, PSYC
- Academic Standards (ASC) Chairperson: Maja Klosinska, BIOL
- College Curriculum Committees (CCC)
 - 1) Adam Boyer (Spring), THEA, AHSS
 - 2) Abdulsalami Ibrahim, EDFN, EDHS
 - 3) Brian Trout, ACFN, LCOB
 - 4) Ethan Frost, GEOG, SCTV
 - 5) Kristen Lawson, ESSD, UC
- Bylaws Chairperson: Antonia Cardwell, MATH
- Cooperative Education Chairperson: Ankur Nandedkar, MGMK
- Multidisciplinary Programs Curriculum Committee Chairperson: Vacant
- University Honors College Committee Chairperson: Aileen Hower, EMEE

UCAPC Website: <https://www.millersville.edu/fsenate/index.php>

UCAPC Committees: <https://www.millersville.edu/fsenate/committee-rosters.php>

- XIV. New Business
- XV. Adjournment

#END of AGENDA – February 3, 2026#