

UCAPC Agenda for Tuesday, March 17, 2026

DATE: March 13, 2026
 TO: Members and stakeholders of UCAPC
 FROM: Aileen Hower, Chairperson
 SUBJECT: UCAPC Meeting, Tuesday, 03/17/2026 4:30-5:45 PM, Stayer MPR

- I. Welcome and introduction of representatives, and other guests
- II. Minutes from UCAPC meeting on Tuesday, March 3 attached for review; any changes should be sent to **Dr. Antonia Cardwell** prior to our next meeting on Tuesday, March 17, 2026.
- III. Report of the UCAPC President
 - Recommendation for Program revisions due to Gen. Ed. to be submitted into CourseDog - by end of Fall 2026 semester
 - Faculty Appreciation Celebration - **Date:** Tuesday, April 21, 2026, **Time:** Drop-in hours: 2-4 pm • Remarks: 3 pm, **Location:** Lehr Dining Room
 - **Recommending that all course proposals be acted upon by March 30 at the various subcommittee levels**
 - **UCAPC Standing Committee seats voting starting in April**
 - 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:

- Special Populations (Veterans, Honors College, switching majors, Legacy into Gateway):
3/19, 12-1 PM, CAE; 3/20, 2-3 PM (Zoom)
- Quick Guide for Program Proposals (helpful guiding document)
- Integrating Major and Gen Ed Instructions (helpful guiding document)
- Integrating Major and Gen Ed Chart (helpful guiding document)

V. Proposed Curricular Frameworks for endorsement: None

- Undergraduate Course Proposals (Chairpersons: Dr. Susannah Boyle & Professor Krista Higham)
 - GE Policy Gateway Program Fall 2026 Revision policy (second reading)
 - [ART202](#)
 - [COMM380](#)
 - [EDUC355](#)

- 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.

- Graduate Course Proposals/Policies (Chairperson: Dr. A. Nicole Pfannenstiel):
 - Academic Policy Graduate Assistantships (first reading)
 - Academic Program Graduate Degree Requirements (first reading)
 - Graduate Assistant Employment 2026 revisions (first reading)
- Non-consent Agenda Proposal(s): n/a

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
 - 1) Second Baccalaureate Degree Requirements (second reading)
- 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: Dain Estes, MUSI
- 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 – March 17, 2026#