Dr. Thomas Sasek (Secretary) called the meeting to order at 3:30 p.m.

**Members present:** Deborah Chandler, Claudia Grinnell, Preston Jones, Chris Michaelides, and Thomas Sasek (Secretary).

Guests: D. Magoun, K. Unter, B. Strunk, J. Anderson, J. Sutherlin,

**New Business:**

1. **Department of Mathematics and Physics**

   a. **MATH 442 – Mathematical Modeling:** New course to serve as the department’s university capstone course, replacing MATH 407 as capstone.

      **Accepted:** This was an admirable example of a capstone course. The ASCC requested the following editorial changes to the proposal forms:

      - **UCC Course Addition Form** – short title is needed; in the course description, add “.” after 442, Modeling, and Course, “University capstone course” should not be in bold, capitalization should be removed within the description, “arising” should be deleted, and the prerequisites should be formatted as MATH 301, MATH 303.

      - **UCC Catalog Change Form** – this form is not needed for MATH 442.

      - **Insert for Catalog changes** – the insert for MATH 442 should match the corrections suggested above in the Course Addition Form.

   b. **MATH 407 – History of Mathematics:** Catalog change to remove its designation as the department’s university capstone course.

      **Accepted**

   c. **PHYS 303 – Physical Theory:** New course proposal.

      **Accepted:** The course description in the New Course Number form did not match the description on the other forms.

2. **Department of Gerontology, Sociology, and Political Science**

   a. **POLS 444 – Middle East Politics:** New course proposal.
Accepted: The ASCC requested the following editorial changes to the proposal forms:

New Course Number form – the course abbreviation is not needed; in the course description, remove “the” before Turkey and add “the” before Persian Gulf.

Course Addition Form – the format of the course description should match the catalog, the course description did not match the description elsewhere in the proposal.

Course syllabus – it was requested that the Write Place be mentioned in the section on Student Services.

Catalog insert – the typographical suggestions mentioned above should be made and “POLS” removed from the beginning of the insert.

Adjourned: 4:00 p.m.

Submitted by Thomas Sasek, ASCC Secretary.