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Minutes: Undergraduate Curriculum Committee
September 12, 2007

The first meeting of the UCC for the Fall semester 2007 took place on September 12, 2007 in the President's Conference Room, Dossett Hall. The meeting was called to order by chair Scott Contreras-Koterbay at 2:00 p.m., with the following voting members present: Contreras-Koterbay (Arts & Sciences); Michael Stoots (Public & Allied Health); Suzanne Smith (Business & Technology); Keith Green (Arts & Sciences); Alison Deadman (Arts & Sciences); Theresa McGarry (Arts & Sciences); Laurelle Phillips (Education); Stephen Patrick (Library); Diane Mozen (Faculty Senate); and Marie Tedesco (Continuing Studies). The following ex-officio members were present: LaDonna Hutchins, Bobbie Wood, and Billie Lancaster from the Registrar's Office; and Marsh Grube, Academic Affairs. Guests present were Ken Hall, Lijuan Cao, and Davis Smith.

The meeting began with introduction of all members, new and old, and a discussion of the responsibilities of members. The approval of the minutes of the May 9, 2007 meeting was tabled until the meeting of September 26.

The chair introduced discussion of the topic of who would serve as secretary for the 2007-08 academic year and hence, chair for the 2008-09 academic year. After discussion of the elimination of new members and those whose terms would end in May 2008, it was determined that two members were eligible for the aforementioned positions: Michael Stoots and Marie Tedesco. Tedesco agreed to consider the idea of serving in said roles and to take minutes for the present meeting. Determination of who would be secretary was postponed until the next meeting.

The chair then told members that he is working on a handbook that will provide instructions for submitting proposals to the committee. The idea for such a handbook stems from the committee having to spend too much time on proposals that are submitted improperly.

Course proposals

The first courses offered for consideration were CHIN 1020, CHIN 2010, and CHIN 2020. Foreign language chair Ken Hall and Chinese instructor Lijuan Cao spoke to the proposals. They indicated that CHIN 1010 already is in the curriculum system and that 1020, 2010, and 2020 are to follow 1010 in sequence. Green moved that the committee accept CHIN 1020; Contreras-Koterbay seconded. Discussion of course snapshot ensued, with questions focusing on the method of delivery (online v. on-ground), equipment needs, and language of the course description. Discussion of the syllabus followed. Goals, course topics, major assignments, and grade assignments all were discussed. Grube suggested that all three proposals be sent back to the department for necessary corrections. Green withdrew his motion for acceptance; Deadman seconded the motion; and the committee voted unanimously to reject the proposals. The

chair said he would reject the proposals and send them back to the department for corrections and resubmission.

ARTH 4127, "History of Architecture," was considered next. Contreras-Koterbay spoke to the course. He told the committee of the need for a history of architecture course and of his discussion with FACS on its course on interiors. FACS agreed that the art proposal did not duplicate its course (FACS 4657). Green noted that the A&S curriculum committee also had examined the art proposal and agreed that the course did not duplicate the FACS course. Discussion of the snapshot and syllabus focused on minor concerns (e.g. semantic changes). Deadman moved that the committee accept the course with suggested changes; Green seconded; and the committee voted unanimously to accept the course.

ARTH 4127, "Women Artists and Their Art," was the next course considered by the committee. After a short discussion of minor changes that needed to be made, Green moved that the course be accepted with changes; Deadman seconded; and the committee voted unanimously to approve the course.

Two HDAL courses were considered: HDAL 2350, "Solving the Puzzle of Life," and HDAL 2360, "Exploring Issues in Residential Living." Davis Smith spoke to 2350 and its history. Discussion of HDAL 2350 by committee members centered on relatively minor concerns about rationale and course description. Deadman moved to accept the course; Stoots seconded; and the committee unanimously approved the course. The HDAL 2360 proposal elicited more substantive discussion concerning course rationale and goals, the history of the course, learning outcomes, readings required, and attendance requirements. Stoots made a motion that the course be approved with corrections; Deadman seconded; and the committee voted unanimously to approve the course.

New Business

The chair explained that he and Grube have undertaken an initiative to streamline and make more efficient the flow of proposals from the college curriculum committees. He indicated that he planned to speak with the college committees on the curriculum process.

There being no further business, the meeting adjourned at 4:15 p.m.

Submitted by: Marie Tedesco