

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Undergraduate Curriculum Council Minutes

---

10-10-2007

### 2007 October 10 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/ucc-minutes>



Part of the [Higher Education Commons](#)

---

#### Recommended Citation

University Governance, East Tennessee State University, "2007 October 10 - Undergraduate Curriculum Council Minutes" (2007). *Undergraduate Curriculum Council Minutes*. 16.  
<https://dc.etsu.edu/ucc-minutes/16>

This Minutes is brought to you for free and open access by Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Undergraduate Curriculum Council Minutes by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact [digilib@etsu.edu](mailto:digilib@etsu.edu).

Undergraduate Curriculum Committee  
Minutes, October 10, 2007 Meeting

The third meeting of the UCC for the Fall semester 2007 took place on October 10, 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: Scott Contreras-Koterbay, Chair (Arts & Sciences); Diane Mozen (Education); Stephen Patrick (Library); Suzanne Smith (Business & Technology); Theresa McGarry (Arts & Sciences); Alison Deadman (Arts & Sciences); Joy Wachs (Nursing); Marie Tedesco (Continuing Studies); Mike Stoots (Public & Allied Health); Keith Green (Arts & Sciences); and Laurelle Phillips (Education). The following ex-officio members were present: Marsh Grube (Academic Affairs) and Billie Lancaster (Registrar's Office). The following guests were present: Anita DeAngelis, Jo Lobertini, Chris McCrea, and Kevin O'Donnell.

Agenda items.

1. **Approval of minutes for September 26, 2007 meeting.** With minor grammatical corrections, the minutes were approved unanimously by the committee. Theresa McGarry made the motion for approval with corrections; Stephen Patrick seconded the motion.
  
2. **Actions by the chair at the direction of the committee, per September 26, 2007 meeting.**
  - a. Rejection of BIOL 2500, with approval pending necessary edits and referral to the Teacher Education Council.
  
  - b. Rejection of non-substantive curriculum proposal, College of Business & Technology, General Business Concentration within the Finance Major, with approval pending necessary edits.
  
  - c. Rejection of non-substantive curriculum proposal, College of Business & Technology, Corporate Finance Concentration within the Finance Major, with approval pending necessary edits to rationale.
  
  - d. Rejection of non-substantive curriculum proposal, College of Business & Technology, Real Estate Concentration within the Finance Major, with approval pending necessary edits to rationale.
  
  - e. Rejection of non-substantive curriculum proposal, College of Business & Technology, the Geography Major, with approval pending necessary edits to rationale and proposal curriculum hours.
  
  - f. Approval of TBR proposal: termination of the GEOG concentration within the Geography Major.

- g. Rejection of the Non-Substantive Curriculum Proposal, College of Arts & Sciences, with approval lending changes to rationale and summary of actions.

3. Proposals from the College of Public & Allied Health.

- a. Department of Communicative Disorders, substantial course modification to CDIS 4000, Communicative Sciences and Disorders, presented by Chris McCrea. The proposal centers on the addition of ten observation hours to the course to enable students to take part in the observation experience before taking CDIS 4200, the Clinical Process. McCrea explained that because graduate curricula typically require 25 hours of observation, it would be helpful to undergraduate students who are weighing graduate options, to have ten hours of observation completed before they take CDIS 4200. Taking the observation hours earlier in their undergraduate programs also will allow students to decide if they are pursuing the career that is appropriate for them. Discussion of the snapshot form centered on the following: changing repeatable for credit from true to false; changing the implementation date from Fall 2007 to Fall 2008; and making minor grammatical changes. Discussion of the syllabus centered on the following: attendance policy parameters and making sure that the updated catalog description on the syllabus was inserted into the snapshot description. **A motion to approve the proposal with corrections noted above was made by Keith Green and seconded by Laurelle Phillips. Committee members unanimously approved the motion.**

- b. Department of Communicative Disorders, substantial course modification to CDIS 4017, Speech and Hearing Science I. McCrea explained that the focus of the course will change, so that it will not longer include substantive sections on anatomy and physiology of speech and hearing, because those topics will be covered in a new course, CDIS 4037, Anatomy and Physiology of Speech and Hearing Systems. CDIS will center on theory, physics, and acoustics of speech production. Discussion of the proposal focused on the following: changing repeatable for credit from true to false; changing the implementation date from Fall 2007 to Fall 2008; and making minor grammatical changes. **Alison Deadman made a motion to accept the proposal with the above-mentioned changes; Mike Stoots seconded the motion; and committee members voted unanimously to accept the motion.**

4. Proposals from the College of Arts & Sciences.

- a. Non-substantive curriculum change: the Environmental Studies Minor, presented by Kevin O'Donnell. The proposal made centered on adding ENV5 2010, the Natural Environment in Appalachia, as an optional required course for environmental studies minors. (The alternate requirement is ENVH 3010, Human Ecology and Environmental Education.) Discussion among committee members concerned questions related to ENV5 2010 already being listed in the catalogue requirements for the Environmental Studies Minor, despite there being no catalogue description of the course. Lancaster added that ENV5 2010 is not in SIS. Other points noted were: the need to add an implementation date of Spring 2008 to the proposal and the add faculty names in the staffing section. **Deadman made a motion to approve the proposal with noted changes; Green seconded; and committee members voted unanimously to accept the motion.**
  
- b. New course proposal, ENV5 2010, the Natural Environment in Appalachia, presented by O'Donnell. Discussion of the snapshot centered on the following concerns: simplification and editing of the course rationale; changing of the transcript title; and changing maximum credit hours from three to NA. Discussion of the syllabus centered on the following concerns: adding a purpose for the course to the syllabus; revising the assignment and learning outcomes sections; editing required readings and required texts, so that these sections do not duplicate one another. Green made a motion to accept the proposal with the noted changes and Deadman seconded the motion. After additional discussion of the substantial changes that needed to be made to the syllabus, Green withdrew his motion and Deadman withdrew her second. **Tedesco made a motion to reject the proposal; Deadman seconded; and committee members voted unanimously to reject the proposal.**

5. Proposals from the School of Continuing Studies.

- a. Nonsubstantive curriculum change to the Bachelor of Applied Science degree: presented by Jo Lobertini. The proposal by Lobertini was to add BGSD 4210, Professional Field Experience, to the degree requirements, so that BAS students gained more research and writing experience. With the addition of the BGSD 4210 requirement, BAS students will have to forfeit one three-hour elective course. Discussion of the proposal centered on the need for a more clearly stated rationale for the change. **Green made a motion to accept the proposal with the noted change; Tedesco seconded; and committee members voted unanimously to accept the motion.**
  
- b. Nonsubstantive curriculum change to the Professional Studies, Organizational Leadership Concentration and the Information Technology Concentration, RODP. The aim of the proposal was to increase writing

requirements for the concentration, so that students will have to take two writing courses. Students will have to select additional writing or communications course from an approved list of RODP courses. Discussion centered on making the rationale for the change (that program review indicated a need for improving the writing skills of the students) more explicit. Deadman made a motion to accept the proposal; and Mozen seconded the motion. Further discussion among committee members included reference to the Information Technology concentration curriculum modification that proposed the same change. Again, discussion centered on the question of clarifying the rationale. **Deadman and Mozen agreed to include both modifications in their motions; committee members agreed and voted unanimously to accept both proposals.**

6. TBR Proposal, Art History Minor, presented by Anita DeAngelis. The existing art minor, DeAngelis noted, does not distinguish between art history and studio art. Discussion centered on the following concerns: ARTH minor to the art major, as well as to other majors; to the program implications of the proposal; to the goals and objectives of the change; to the listing of hours; and to TBR rules on minors. Grube recommended that the committee table the proposal so that further clarifications and revisions can be made to the proposal. **Committee members voted unanimously to table the proposal.**
7. New Business. Editing procedures and the role of college committees in producing clear proposals. Contreras-Koterbay led a brief discussion on editing procedures and the role of college committees in ensuring that proposals submitted to the UCC are clearly written. Some discussion centered on the CPS's lack of clearly-stated instructions. **The chair proposed that in two weeks time he would present to the UCC a set of instructions to serve as guidelines for college committees.**
8. Adjournment. The meeting adjourned at 4:10 p.m.

Submitted by Marie Tedesco