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Undergraduate Curriculum Committee
Minutes, January 23, 2008

The first meeting of the UCC for the Spring semester 2008 took place on January 23, 2008, in the President's Conference Room. Dossett Hall. The meeting was called to order by chair Scott Contreras-Koterbay at 2:12 p.m., with the following voting members present: Scott Contreras-Koterbay (Arts & Sciences); Stephen Patrick (Library); Suzanne Smith (Business & Technology); Diane Mozen (Education); (Arts & Sciences); Alison Deadman (Arts & Sciences); Keith Green (Arts & Sciences); Mike Stoots (Public & Allied Health); Jean Hamm (Education); Laurelle Phillips (Education); and Marie Tedesco (Continuing Studies). The following ex-officio members attended: Marsh Grube (Academic Affairs); Billie Lancaster (Registrar's Office) and Thomas Holmes (Dean's office, College of Arts and Sciences). Guests who attended were: Michael Zavada (Biology) and Donald Samples (Allied Health Sciences).

Agenda Items

1. **Approval of the minutes of December 12, 2007.** Keith Green made a motion that the minutes be accepted as written; Jean Hamm seconded the motion. Committee members voted unanimously to approve the motion.
2. **Discussion among committee members on the functions of the UCC.** The first thirty minutes or so of the meeting focused on discussion of the UCC's functions. Topics discussed included the question of whether or not the committee spent too much time on editorial matters at the expense of content of proposals. How should the committee deal with editorial concerns? Committee members made a number of suggestions, among them that members concerned with editorial matters could review proposals before they came to committee and thus free committee time for consideration of matters of content. One member suggested that the college-level committees should scrutinize proposals for proper use of grammar, punctuation, and the like. Thus, poorly-worded and constructed proposals should not reach the UCC. If they do, however, one person suggested that they should be returned to the college committee. The main concern of the committee, members agreed, should be content of the proposals. During the last ten minutes or so of the discussion, Grube went through the various categories of the snapshot and the syllabus, in order to clarify requirements for the categories.
3. **Actions by the chair, at the direction of the committee.** Contreras-Koterbay reported the approval of the following: a) the non-substantive curriculum proposal presented by Martha Copp of sociology to retain SOAA 3444, Data Analysis, in the sociology major for the BS degree; b) two non-substantive curriculum changes presented by Don Sanderson of CSCI concerning CSCI 2000 replacing CSCI 4127 as a requirement for both Information Systems and Computer Science concentrations; c) two new course proposals for PHED (2100 and 2233) presented by

Diane Mozen; d) three new course proposals for foreign languages (CHIN 1020, 2010, and 2020) presented by Kenneth Hall.

4. **New course proposals.** a) Michael Zavada presented the proposal for **BIOL 2500**, Biodiversity of the Southern Appalachians. Discussion of the snapshot focused on transcript title and whether or not the course was to be used for teacher licensure. Discussion of the syllabus centered on the wording of learning outcomes and attendance policy. Green made a motion to accept the proposal with minor changes on the matters noted above; Patrick seconded; and committee members voted unanimously in favor of the motion. b) Alison Deadman presented the proposal for **MUSC 1275, Alexander Technique**. Discussion of the snapshot and syllabus was brief, with some comments made on the length of the rationale. Green made a motion to accept the proposal with minor editorial changes; Stoots seconded the motion; and committee members voted unanimously in favor of the proposal.
5. **TBR and new course proposals.** a) **TBR proposal.** Donald Samples presented a proposal from Allied Health Sciences concerning a new concentration in Clinical Sciences for the Bachelor of Science in Allied Health. After prolonged discussion of the proposal, committee members agreed with Grube that the proposal was not ready for the committee. Deadman made a motion to table the proposal; Green seconded the motion; and committee members voted unanimously to table the proposal. b) **New courses proposals.** **ALHE 4100, Information Management for Allied Health Professionals** and **ALHE 4030, Workforce Development in the Allied Health Professions**, are two new courses to be included in the Clinical Sciences Concentration. Because the committee tabled the concentration, members thought it prudent to table also the new course proposals. Deadman made a motion to table the proposals; Green seconded the motion; and committee members voted unanimously to table the course proposals.
6. New business. There was no new business.
7. Adjournment. Patrick made a motion to adjourn; Tedesco seconded the motion; and committee members voted unanimously to adjourn. The meeting adjourned at 3:48 p.m.

Submitted by Marie Tedesco.