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Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee
January 28, 2009

The first meeting of the Undergraduate Curriculum Committee for the Spring semester 2009 was held on January 28, 2009 in the Graduate School conference room, Dossett Hall room 308.

Agenda Items:

1. Call to order.

The meeting was called to order by Tedesco at 2:00 pm with the following voting members present: Theresa McGary (At-large, Arts & Sciences); Jill LeRoy-Frazier (Cross-Disciplinary Studies); Kathy Campbell (Sherrod Library); Diana Mozen (Kinesiology, Leisure & Sports Sciences); Mike Stoots (Public Health); Suzanne Smith (Business & Technology); Scott Contreras-Koterbay (Arts & Sciences); Alison Deadman (At-large, Arts & Sciences), Keith Green (At-large, Arts & Sciences).

The following guests were also present:

David Champouillon (Music); Edward Baryla (Business); Thomas Holmes (Arts & Sciences).

2. Approval of minutes of December 10, 2008, meeting.

A correction in the list of members attending the December 10, 2008 meeting was requested. With this corrections made, a motion to approve the minutes was made by Kontreras-Coterbay and seconded by Mozen. The motion passed with all in approval.

3. Actions by the chair on behalf of the committee.

The chair reported on the following activities:

- a. **Approval of BIOL/MATH 2390, Computational Biology.**
- b. **Approval of HIST/PSCI 4740, Seminar in China Studies.**
- c. **Returned PSCI 3750, International Law and Organization**
- d. **Returned PSCI 3350, International Political Economy**
- e. **Returned TBR proposal for major in International Political Affairs**

A question about the computational biology class proposal was aired and the chair said she would clarify this for the committee at the next meeting.

4. New business: curriculum and course proposals to be considered for the first time.

Dr. David Champouillon was asked to introduce each of the following courses (the courses were discussed in the order 4c, d, a, b, e)

- a. **New course: MUSC 2560, Jazz Theory/Improvisation (Dr. David Champouillon)**

Champouillon summarized his rationale for this proposal which was then discussed in detail by the committee who made the following recommendations:

- ❖ In the *Course Title* the slash be removed and replaced with the word “and.”
- ❖ In the *Transcript Title* the slash be removed and replaced with a space.
- ❖ In the *Rationale* the acronym NASM be spelled out in full (National Association of Schools of Music)
- ❖ In the *Rationale* the phrase “Jazz Studies program” be replaced by “Jazz Studies courses” or similar, as the university does not officially recognize a program as such in jazz studies.
- ❖ In the *Prerequisites*, MUSC 1410 be removed (as having MUSC1420 as a prerequisite means that students will have had to have taken MUCS 1410 anyway).
- ❖ In the *Prerequisites* the phrase “or permission of instructor” be removed and placed in the course description (as Banner cannot cope with this phrase in prerequisites).
- ❖ Under *Grading Scale* (on the syllabus) the phrase “University Grading Scale” be removed.

Contreras-Koterbay put forward a motion to accept this course proposal with the changes discussed. The motion was seconded by Stoots and passed with all in favor.

b. New course: MUSC 4560, Jazz Pedagogy (Dr. David Champouillon)

Champouillon summarized his rationale for this course proposal which was then discussed in detail by the committee. The following suggestion was made:

- ❖ On the syllabus, the material under the heading *Grading Scale* beginning with “Grading will be based...” and ending with “...Jazz rehearsal techniques” be moved to the *Grade Assignment* section.
- ❖ Under *Grading Scale* the phrase “Grading will follow the ETSU published university grading scale” be removed.

A motion to accept the proposal pending the discussed changes was proposed by Green and seconded by Mozen. It passed unanimously.

c. New course: MUSC 1262, Jazz Combo (Dr. David Champouillon)

Champouillon summarized the need for this course, explaining the difference between a jazz ensemble (larger) and a jazz combo (smaller) and the associated different focuses – ensemble playing versus improvisation. The committee asked several questions about the course and made the following recommendations:

- ❖ In the *Rationale for Proposal* the phrase “Jazz Studies program” be modified to “Jazz Studies area” or similar to avoid confusion as the university does not officially recognize a program in this area.

- ❖ Under *Prerequisites* the phrase “permission of instructor” be removed (Banner cannot deal with it) and if necessary be put in the course description.
- ❖ Under *Course Description* the words “The study of” be removed.
- ❖ On the syllabus, under *Goals* in the third bulleted point, the words “and post-secondary” be removed (students are already engaged in post-secondary studies).
- ❖ Under *Grade Assignment* the order of assignments be changed to match the order given under *Major Assignments* and the wording be modified to clarify which assignment is being referred to.

A motion to accept the proposal with the suggested changes was put forward by Deadman, seconded by Green, and passed with all in accord.

d. New course: MUSC 3262, Jazz Combo (Dr. David Champouillon)

This proposal was discussed in tandem with 4c. The committee expressed concern that the syllabi were identical. On further discussion it transpired that this was a follow on class for more advanced students. The committee requested the following changes be made to delineate this class from the lower division Jazz Combo class.

- ❖ The *Rationale* include a statement explaining that this is an advanced form of the lower division class MUSC 1262
- ❖ The *Transcript Title* might also reflect that this is an advanced Jazz Combo
- ❖ The *Prerequisites* be moved to the *Course Description* (Banner cannot cope with prerequisites like this)
- ❖ The *Course Description* be changed to read “Advanced jazz combo performance.”
- ❖ On the syllabus, under *Purpose and Goals*, the “Goals” be modified to reflect the advanced level of the course and to differentiate it from the lower division course.
- ❖ Under *Learning Outcomes* the outcomes be modified to reflect the advanced level (Champouillon suggested that students would only lead a combo at the advanced level, so he would delete his outcome from the lower division class)
- ❖ The *Major Assignments* be modified to differentiate and show a more advanced level of study between this class and the lower division jazz combo.

Green proposed and Campbell seconded a motion to accept this course with the suggested changes. The motion passed with all in favor.

e. Substantial course modification: MUSC 2666, Brass Methods (Dr. David Champouillon)

Champouillon explained that formerly Brass Methods had consisted of two classes, a one-credit and a two-credit class which had to be taken

concurrently. This proposal stream-lines the brass methods course and makes one three-credit class. The committee made the following recommendations:

- ❖ On the syllabus, under *Purpose and Goals* the wording be changed so that it does not look as if students are being prepared for a second career.
- ❖ Under *Major Course Topics* “Tuba” be added.
- ❖ Under *Grading Scale*, the section beginning “Grading will be based...” and ending “...Written final examination: 20%” be moved to the *Grade Assignment* section.

A motion put forward by Deadman and seconded by Mozen to accept with the recommended changes was unanimously approved.

5. New Business: TBR proposals.

Dr. Baryla explained that these proposals are all designed to bring the admission standards of the various areas consistent. The committee looked at all four proposals and made the same recommendation – that there be a statement of the *Need and Impact* for these changes (including accreditation requirements where pertinent) and that the statement of *Purpose and Goals* be fleshed out.

- a. **Establish minimum GPA, Finance Major, College of Business and Economics (Dr. Edward Baryla).**

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2295

- b. **Establish minimum GPA, Economics Major, College of Business and Economics (Dr. Edward Baryla).**

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2578

- c. **Establish minimum GPA, BBA, Management (Dr. Phillip Miller).**

- d. **Establish minimum GPA, BBA, Marketing (Dr. Phillip Miller).**

In light of the discussion and recommendations, Deadman proposed a motion to reject all four proposals and to request that they be brought before the committee again when the suggested changes had been made. The motion, seconded by Contreras-Koterbay passed with all in favor.

6. Other: removal from consideration of Physics/Astronomy minor.

The chair reported that the Physics/Astronomy minor proposal had been withdrawn as it did not comply with the University’s new directive on minors.

7. Adjournment.

With no other business to discuss, Contreras-Koterbay put forward a motion to adjourn which was seconded by Stoots and passed unanimously.

