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Undergraduate Curriculum Council Minutes

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3-25-2009

### 2009 March 25 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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#### Recommended Citation

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**Undergraduate Curriculum Committee**  
**March 25, 2009**

The fourth meeting of the UCC for the Spring semester 2009 took place on Wednesday, March 25, 2009 in the President's Conference Room, Dossett Hall.

**Agenda Items:**

**1. Call to order**

The meeting was called to order at 2:00pm by Marie Tedesco with the following voting members present:

Keith Green (At-large, Arts & Sciences); Scott Contreras-Koterbay (Arts and Sciences); Jill LeRoy Frazier (Cross-Disciplinary Studies); Suzanne Smith (Business & Technology); Mike Stoots (Public Health); Amy Swngo-Wilson (Nursing); Kathy Campbell (Sherrod Library); Theresa McGarry (At-large, Arts & Sciences); Debbie Dotson (Clinical and Rehabilitative Sciences); Alison Deadman (At-large, Arts & Sciences).

The following ex-officio members were in attendance: Marsh Grube (Academic Affairs).

The following guests were present:

Don Luttermoser (Physics); Yuriy Razskazovskii (Physics); Thomas A. Holmes (Arts & Sciences)

**2. Approval of minutes of February 25, 2009, meeting.**

One correction was noted (no ex-officio members were present February 25). Dotson put forward a motion to accept the minutes with the noted change. Seconded by Campbell, the motion passed unanimously.

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

- a. **Returned BLUE 2540, Celtic Band I.**
- b. **Returned BLUE 3540, Celtic Band II.**
- c. **Returned BLUE 4540, Celtic Band III.**
- d. **Returned BLUE 2330, Fiddle Harmony I.**
- e. **Returned BLUE 3330, Fiddle Harmony II.**
- f. **Returned BLUE 4330, Fiddle Harmony III.**
- g. **Returned BLUE 4257, Band Leadership Skills.**
- h. **Returned BLUE 4610, Individual Instruction, Voice III.**
- i. **Approved BLUE 2610, Individual Instruction, Voice I.**
- j. **Approved BLUE 3610, Individual Instruction, Voice II.**

The chair reported that since the last meeting of the UCC she had taken the actions listed above on behalf of the committee.

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

- a. **Substantial course modification: PHYS 4007, Computational Physics (Dr. Donald Luttermoser).**

Professor Luttermoser summarized the rationale and substance of his proposal which the committee then discussed in detail, making the following recommendations:

On the *Snapshot* under *Rationale for Proposal* the word “Finally” should be removed from the beginning of the penultimate sentence. *Credit Hours (Maximum)* for both the current and proposed course should be changed to “N/A.” On the *Course Syllabus*, under *Purpose and Goals*, the course goals should be reworded to reflect what the author wants the course to achieve; under *Learning Objectives*, the words “understand” and “learn” should be changed to measurable verbs. The final point under *Learning Objectives* should be moved to *Course Goals*.

A motion was proposed by Green to approve the course pending the incorporation of the changes suggested above. The motion, which was seconded by Stoots, passed by acclaim.

**b. New course: PHYS 3410, Modern Physics Lab (Dr. Yuriy Razskazovskii).**

Professor Razskazovskii explained to the committee that this course has been offered for three years experimentally. Students have exhibited an interest in the subject matter and enrollment has increased. Courses like this one are standard in most physics programs.

The committee discussed the proposal and made the following suggestions: On the *Snapshot*, under *Course Description* delete the initial “PHYS 3410,” insert a semi colon after “offered to non-physics students,” and delete the following “It is.” Delete the final sentence of the *Course Description*. It was suggested that the author might like to add that it was recommended that students take this course concurrently with PHYS 3610. Change the *Proposed Implementation Term* to “Spring 2010.” On the *Course Syllabus*, reword the *Learning Objectives* to make the initial verb of each measurable.

A motion made by Green to accept the course proposal with the suggested changes was seconded by Contreras-Koterbay passed with all in favor.

**c. Curriculum modification, physics. (Dr. Gary Henson).**

Professor Luttermoser explained that the changes to the Physics curriculum were made in response to suggestions made by an external review, and to the desire of the faculty to bring the program up to date.

In discussing the proposal, the committee noted only one necessary change – an arithmetical error: in the section entitled *Insert proposed curriculum revision with changes in bold*, the total credit hours for the Physics Major Core Requirements should be 31 and not 37. It was pointed out that this curriculum modification involved too many changes to be a Non-Substantive change. Deadman put forward a motion to accept the proposal with the proviso that it be put on the correct (Substantial Curriculum Modification) form. The motion was seconded by Dotson and passed unanimously.

**Old business: proposals previously considered by UCC.**

- a. Modification of GPA requirement, Economics and Finance, BBA, Management (Dr. Ed Baryla).
- b. Modification of GPA requirement, Management and Marketing, BBA, Management (Dr. Phillip Miller).
- c. Modification of GPA requirement, Economics and Finance, BBA, Marketing (Dr. Ed Baryla).
- d. Modification of GPA requirement, Management and Marketing, BBA, Marketing (Dr. Phillip Miller).

The four proposals above were considered as a single group by the committee. After discussion it was suggested that the following changes be made to all four proposals: On page 2, the wording of the *Proposal* be reworded “To establish a minimum admission criteria.” The *Purpose (Goals and Objectives)* be reworded to indicate that the purpose is to assist students in being successful. The material under *Curriculum* be deleted (the proposal does not involve any change in the curriculum per se). The *Need* be reworded, removing references to the AACSB and “Some evidence suggests,” and replacing it with “In the faculty’s professional judgment.” Reword the *Impact* statement to focus on the impact on the students. On page 3, under *Program Change Form* delete all information inserted into the table (point number 3). Under point number 7, subsection 3, *Students or other clientele*, move the sentence beginning “We believe that a minimum GPA...” to the *Impact* section.

A motion to accept these four proposals be accepted pending the suggested changes was made by Green and seconded by Campbell. The motion passed with all in favor.

**5. Other business: none.**

**6. Adjournment.**

A motion to adjourn was put forward by Contreras-Koterbay and seconded by Deadman at 2:39 pm and was unanimously approved.

Respectfully submitted by Alison P. Deadman