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Undergraduate Curriculum Council Minutes

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2011 September 14 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee, September 14, 2011
2:00pm, Administrative Conference Room (Room 309, Burgin Dossett)

Members in Attendance: Suzanne Smith, Alison Deadman, Jill Le-Roy Frazier, Kathy Campbell, Eileen Cress, T.J. Jones, Ellen Drummond, Todd Emma, Jason Davis.

Visitors in Attendance: Marsh Grub, Billie Lancaster, Vera Taylor, T.A. Holmes, Katrina Heil, Michael Whitelaw, Joyce Duncan, Janice Scarborough, Judy Slagle, Thomas Crofts, Rebecca Pyles

1. Approval of minutes with the following changes: Chair of Music's name Frank Gryzych. There was no addendum from Alison Deadman. Change wording stating that there was a note from Ladonna for GEOL 3000 to read that Ladonna Hutchins noted that this course &c. Move to accept revised minutes Keith Green, seconded by Alison Deadman. Motion passed; Eileen Cress and T.J. Jones abstained.
2. Kathy Campbell nominated Angela Lewis for Secretary. Jason Davis moved to close nominations, Alison Deadman seconded. Shawna Lichtenwalner moved to elect Angela Lewis, Jason Davis seconded, motion passed by unanimous vote of the committee.
3. Proposals Considered

New Course Proposal: GEOL 1200 Geological Evolution of North America

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3378. Originator: Dr. Michael Whitelaw, Chair: Dr. James Mead; Commentators: Jason Davis and Ellen Drummond.

It was noted that as a required course both proposals needed to come through at the same time, and needs to include a form changing the requirements for the program of study and course proposal.

Jason Davis made the following suggestions: The rationale was long; it should be cleaned up to focus on the course itself. The purpose and goals currently reads from the student perspective and needs to read from the institutional perspective describing what the course will achieve. In the syllabus the grading scale needs further clarification by putting in the points and fixing the fact that 94% repeats. In the rationale explain the reason for adding the course and what it will do.

Allison Deadman suggested that contact needed to be explained to clarify that there will not appear to be an overlap between courses. The credit hours should read NA. The implementation date needs to be changed to Fall 2012.

Kathy Campbell noted that there were just four items listed in the bibliography and queried whether or not the library had adequate resources to support the class. She encouraged Dr. Whitelaw to submit a wish list of books that would help support the course.

There was a motion to table this course until the curriculum change passes, and then to pass this course with revisions. Allison Deadman moved, Ellen Drummond seconded, motion passed by unanimous vote of the committee.

New Course Proposal: SPAN 4747/5747 Historical Reflections in Contemporary Spain

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4748

Originator: Dr. Katrina Heil, Chair: Dr. Judy Slagle

Commentators: Ellen Drummond and Angela Lewis

It was noted that this course involves study abroad and also needs to get approval through the International Advisory Committee, but that this committee could go ahead and discuss the merits of the proposal.

Ellen Drummond suggested that more detail be added to the information pertaining to the grading of reflection papers. "Contact information for similar courses" should read NA.

Allison Deadman moved that the committee accept the proposal pending changes and the information needed by the International advisory committee and then be approved by the chair on behalf of the committee. Kathy Campbell seconded, motion passed by unanimous vote of the committee.

New Course Proposal: HDAL 4017 /5017 Homelessness, Hunger, Poverty & Politics

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4849

Originator: Joyce Duncan

Commentators: Todd Emma and Cathy Campbell

Joyce Duncan explained that she had checked with other departments and that this course does not repeat material already taught in other departments. It does apply to the four sub disciplines that deal with population issues in HDAL. She hopes to make the course available for the winter semester.

Kathy Campbell provided the follow suggestions: The credit hours need to be changed from 3 to NA; the proposal needs to name qualified instructors; the available resources should read “adequate.” Both the rationale and the course description need revision. She also suggested that the purpose and goals needed to be broken apart; currently, the first two points relate to purpose. The learning outcomes need to be measurable and active and include higher order learning objectives.

A question was asked as to whether the service component needed to be included in the description. The consensus was that it did need to be included, but Marsh recommended leaving it out as someone else teaching the course might not necessarily include service learning as part of the course requirements.

Todd Emma asked if an IRB was needed for the service learning component of the course. It was concluded that as there is a confidentiality agreement and a hold harmless that it should be okay without one, but that this matter should be double checked. Marsh suggested that a side note pertaining to this be attached but not included in the actual proposal.

Allison Deadman suggested that the learning objectives include the verbs “analyze, determine, demonstrate, and incorporate.” She also queried whether or not, as a 4000 level course, this could run without any prerequisites.

Todd Emma suggested adding: Junior or Senior standing or permission of the instructor.

Allison Deadman moved that the return this proposal for the recommended changes pertaining to the learning objectives and the note about the IRB, and that the proposal then needed to come back to the full committee. Todd Emma seconded, motion passed by unanimous vote of the committee.

TBR Proposal: Classical Studies Minor, Sponsoring Department: Language and Literature, Chair: Dr. Judy Slagle

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=4684

Originator: Dr. Thomas Crofts

Commentators: Alison Deadman and Jill LeRoy-Frazier

Dr. Crofts explained that this new minor doesn’t require any new courses and that there are instructors available who can teach these courses. The minor will define for students that these courses, taken together are self-supporting.

Keith Green noted that the proposed minor doesn’t duplicate other TBR offerings within easy reach of East Tennessee, and that this program of study is good advertising.

Allison Deadman suggested the following: the implementation dates needs to be changed. Under “Form Summary” there needs to be a section explaining the objectives to be met. There was a question as to whether Hebrew should be included in the list of languages; it was agreed that Hebrew could be included. The section “Program, performance, and Justification” should form a summary of student outcomes. The section on “Demand and Need” needs to be documented with data. The current first paragraph is not relevant and the second paragraph needs to be beefed up with numbers.

There also needs to be a statement about the benefit of the minor for students, i.e. this minor will help prepare students for graduate school and help them gain admission.

The statement about antiquity equaling classical studies is not necessary. The use of UT needs to be clarified to read UT Knoxville.

Jill LeRoy Frazier queried whether or not the lower order objective outweighed the higher order objectives (too much demonstrate and define and not enough interpret and analyze).

Marsh noted that the program structure at the top of Page three should read for Gen. Ed.: NA Concentration/ 12 Electives.

The section pertaining to “Impact” needs to explain the impact to the student and needs a statement that is backed up with hard data.

Allison Deadman noted that many of the courses required prerequisites that might, in effect, force students wishing to pursue this minor to take several extra courses. It was decided that the minor could be completed without having to deal with these prerequisites, but that there should be a asterisk in the catalog next to the last four classes that read “note prerequisites.”

There was a motion by Allison Deadman that the committee allow Marsh Grube to review and approve changes. Kathy Campbell seconded, motion passed by unanimous vote of the committee.

New Business:

Rebecca Pyles explained the changes to the current study abroad process. Whereas there has not been any policies to the program, course offering study abroad options will now need to be reviewed by the International Advisory Council and gain approvals for logistics, and budget. Once a proposed course receives these approvals it will come to the UCC for content review. This matter is to be discussed in more detail at the next meeting.

Kathy Campbell moved to adjourn; Jason Davis seconded, motion passed by unanimous vote of the committee.

