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Undergraduate Curriculum Council Minutes

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### 2011 November 9 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee, November 9, 2011**  
**2:00 p.m., President's Conference Room (2<sup>nd</sup> Floor, Burgin Dossett)**

**Members in Attendance:** Todd Emma, Keith Green, Alison P. Deadman, T. Jason Davis, Jill LeRoy-Frazier, Mike Stoots, Angela Lewis, T.J. Jones, Kathy Campbell, Ellen Drummond, Shawna Lichtenwalner, Marsh Grube

**Visitors in Attendance:** Veda Taylor, Frederick Hipple, Carrie Oliveria

**Welcome and Call to Order**

Committee Chair, Keith Green welcomed everyone and called the meeting to order. A quorum was confirmed.

**Report of meeting with Marsh Grube on records of proceedings:**

Chair Green provided committee members with the following handouts:

- Listing of action verbs (to be shared with colleagues)
- Policy and Procedures for Awarding Credit (to be used as committee reviews and approve courses); a rubric will be developed to insure that the criteria for determining credit for courses is appropriately reviewed and considered

**Approval of the minutes from October 26, 2011**

A “n” will be added to “section” in the 5<sup>th</sup> bullet under **New Course Proposal: ALHE 4010**. Allison Deadman offered a motion to approve the minutes from October 26, 2011 with noted correction; the motion was seconded by Mike Stoots. Motion passed with unanimous vote.

**Other items:**

The regularly scheduled meeting on Wednesday, October 23, 2011 will be cancelled due to the upcoming Thanksgiving holiday. Chair Green will determine if a meeting needs to be scheduled for the following Wednesday.

**Report of Actions by Chair:**

**New Course Proposal: ALHE 4010:** Teaching and Learning for Allied Health

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=4751](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4751) Originator: Susan Epps

Changes recommended by the committee were made. The originator will still need to clarify “Jr./Sr. standing” requirement for course registration and this clarified information should be added to the catalog course description. Once these changes have been made, Chair Green will approve on behalf of the committee.

Todd Emma chaired the following discussion since Chair Green was the originator of the following proposal.

**New Course Proposals: PHIL 3130: Bioethics**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=4801](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4801)

Originator: Keith Green for Paul Tudico

Commentators: Eileen Crick, Ellen Drummond, and T.J. Jones

**The following criteria were addressed and found to be appropriate:**

- Discipline-specific best practices
- Purpose and goals of the course
- Major assignments – Originator explained that the amount of writing assignments was typical for philosophy courses
- Assessment methods – Originator indicated that rubrics would be used to assess written assignments.
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions

**The following criteria were addressed and the following recommendations were made:**

- Intellectual/learning outcomes – Questions were raised about the heavy focus on philosophy content versus biotechnology. The originator explained that this is a survey course and there is a focus on broader issues. It was recommended that the language be changed to properly reflect the projected learning outcomes.
- Content and topics – Modify learning outcomes to adequately address social justice and biotechnology
- Other factors
  - Questions were raised about the prerequisites for the course. The originator will check on these and report back to the committee.
  - Prerequisite requirements will need to be included in the catalog course description.

**In addition, the committee made the following editorial recommendations:**

- Remove hyphens from grading scale for clarity
- Add the following statement to the Learning Outcomes section of the course syllabus – “At the completion of this course, the student is expected to:”

**Committee vote:**

Allison Deadman offered a motion that the proposal be returned to the originator, Keith Green to make suggested changes and to clarify the prerequisites for the course; and bring updated proposal back to the committee’s next meeting. The motion was seconded by Ellen Drummond. Motion carried.

**PHIL 3180: Philosophy of Language**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=4434](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4434)

Originator: Keith Green for Richard Kortum

Commentators: Jill LeRoy-Frazier and Jason Davis

**The following criteria were addressed and found to be appropriate:**

- Discipline-specific best practices
- Purpose and goals of the course
- Intellectual/learning outcomes
- Content and topics
- Major assignments
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions – Addressed in course rationale

**The following criteria were addressed and the following recommendations were made:**

- Assessment methods – Specify if assignments are equally weighted for clarity; grading scale is appropriate.
- Other factors – Attendance policy needs to be clarified to avoid contradictory statements

**In addition, the committee made the following editorial recommendations:**

- Prerequisite requirements need to be moved to the catalog course description.
- Major assignments should be listed separately for clarity
- Required textbook should be the 2<sup>nd</sup> edition and the author's correct name is William P. Lycan

**Committee vote:**

Shawna Lichtenwalner offered a motion that the proposal be returned to the originator, Keith Green to make suggested changes in reference to the prerequisites and the attendance policy and bring updated proposal back to the committee's next meeting. The motion was seconded by Allison Deadman. Motion carried.

Chair Keith Green reassumed the task of chairing the committee for the remaining agenda items.

**TBR Proposal: New Concentration in ECON: Financial Economics**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=4112](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=4112)

Originator: Frederick Hipple, Chair: Edward Baryla

Commentators: Jill LeRoy-Frazier, Jason Davis,

The originator, Frederick Hipple explained to the committee several changes that were made to create a stronger proposal. In addition, the effective date was changed to August 2012. The

committee agreed with the changes and had no additional questions. It was noted that the original proposal was not tabled, but was voted on and this should be noted in CPS.

**Committee vote:**

Allison Deadman offered a motion to accept the proposal; the motion was seconded by Jill LeRoy-Frazier. The motion carried.

**Non-Substantive Curriculum Change: Speech Minor:**

Originator: Carrie Oliviera

Commentators: Shawna Lichtenwalner and Todd Emma

It was noted that this proposal parallels the change approved by the committee to the Speech major in the October 12 meeting. This proposal is to make exactly the same change (shift of a diversity course from one place in the curriculum to another) in the minor program of study. The language in the minor will be stated to match the language in the major.

**Committee vote:**

Allison Deadman offered a motion that the proposal be accepted; the motion was seconded by Shawna Lichtenwalner. The motion carried.

**Motion to adjourn:**

T. J. Jones offered a motion to adjourn; motion was seconded by Jill LeRoy-Frazier. Motion carried.