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Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee, December 7, 2011
2:00 p.m., Quillen Conference Room (4th Floor, Sherrod Library)

Members in Attendance: Keith Green, Alison P. Deadman, Eileen Cress, T. Jason Davis, Jill LeRoy-Frazier, Mike Stoots, Angela Lewis, T.J. Jones, Ellen Drummond, Suzanne Smith, Todd Emma

Visitors in Attendance: Veda Taylor, LaDonna Hutchins, Mindy Herrin, Katherine Weiss, Joseph Baker, Michele Crumley, Jerome Mwinyelle, Ardis Nelson, Robert (Bobby) Funk

Welcome and Call to Order

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

Approval of Minutes for 11/09/2011 from Angela Lewis

Jill LeRoy-Frazier offered a motion to approve the minutes from November 9, 2011; the motion was seconded by Mike Stoots. Motion passed with unanimous vote.

Report of Actions by Chair and of meetings with Marsh Grube on records of proceedings, Comment on question about prerequisites.

No actions to report; and no meeting updates to report.

2:15pm:New Course: ARTA 3085: Originator Mindy Herrin

Anatomical Figure Sculpture

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3680

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Purpose and goals of the course
- Intellectual/learning outcomes
- Content and topics
- Assessment methods
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions
- Course duplication

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

- Rationale for proposal – Rationale for the proposal was found to be weak; the committee recommended that the originator strengthen the rationale by including her oral statements given during the committee review that explained how this course enhances and builds on the current curriculum; and is not a duplication of other art courses

- Major assignments – Originator needs to provide an explanation for “Research Materials”

In addition, the committee made the following editorial recommendation:

- Remove "D-" from grading scale

Committee vote:

Alison Deadman offered a motion that the proposal be returned to the originator, Mindy Herrin to make suggested changes and to clarify the rationale; and bring updated proposal back to the committee’s next meeting. The motion was seconded by Jill LeRoy-Fraizer. Todd Emma abstained. Motion carried.

2:30pm:New Course: ENGL/THEA 4407: Originator, Katherine Weiss

London Theatre: Study Abroad

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4959

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Purpose and goals of the course
- Assessment methods
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions (allow cross-listing for transferability for both English and Theatre majors)
- Course duplication
- Other factors/comments

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

- Rationale for proposal – Committee asked originator to clarify why it is important to study in London; state why it is necessary for this course to be taught abroad
- Intellectual/learning outcomes – Committee noted that there are no higher-level learning outcomes; learning outcomes are not appropriate for a 4000-level course; originator needs to add additional learning outcomes that are higher-level
- Content and topics – Additional information needs to be added to provide clarity and an understanding of the depth of the course; originator should provide examples from past study abroad courses in the form of a sample syllabus
- Major assignments - Additional information needs to be added to provide clarity and an understanding of the depth of the course; originator should provide examples from past study abroad courses in the form of a sample syllabus

In addition, the committee made the following editorial recommendation:

- Remove from *Rationale for Proposal* – “studying English or Theatre”

Committee vote:

Alison Deadman offered a motion that the proposal be returned to the originator, Katherine Weiss to make significant changes and provide a sample syllabus with a listing of plays, books, etc. that were studied during past courses; and bring updated proposal back to the committee’s next meeting. The motion was seconded by Jill LeRoy-Fraizer. Motion carried.

2:45pm: New Course: SOCI/RELI 4400: Originator, Joseph Baker

Sociology of Religion

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4407

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices – for both sociology and religion
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions (allow cross-listing for transferability for both Sociology and Religion majors)
- Course duplication

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

- Rationale for proposal – Rationale for the proposal was found to be weak; the committee recommended that the originator strengthen the rationale by including his oral statements given during the committee review that explained how this course enhances and builds on the current curriculum; and is not a duplication of other religion courses
- Purpose and goals of the course – Purpose and goals for the proposal were found to be weak; the committee recommended that the originator strengthen the purpose of the course by including his oral statements given during the committee review that explained how this course enhances and builds on the current curriculum; and is not a duplication of other religion courses; and to list bulleted course goals that correlate to the purpose and rationale
- Intellectual/learning outcomes – Higher level learning outcomes need to be included
- Content and topics – Methodology concerns need to be addressed; course description needs to be edited to reflect topics that will be covered that align with course goals and course learning outcomes; and to reflect that this is higher-level course and not an overview course
- Major assignments – Need to be clarified
- Assessment methods - Number of quizzes to be given should be stated; assessment methods need to be clarified

- Class level – course description needs to be edited to reflect that this is higher-level course and not an overview course
- Other factors/comments
 - Attendance policy needs to be rewritten to provide clarity
 - Appropriate prerequisites or equivalent courses need to be identified

In addition, the committee made the following editorial recommendation:

- In the “Availability of Adequate Resources Regarding...” section of the Approval Snapshot remove the explanations and use the term “adequate” for each of the following:
 - Technology
 - Equipment
 - Facilities

Committee vote:

Ellen Drummond offered a motion that the proposal be returned to the originator, Joseph Baker to make significant changes and bring updated proposal back to the committee’s next meeting. The motion was seconded by Alison Deadman. Motion carried.

3:00pm: New Course: PSCI 3900: Originator, Michele Crumley

Government and Politics of Russia and Eastern Europe

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4119

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Purpose and goals of the course
- Intellectual/learning outcomes
- Content and topics
- Major assignments
- Assessment methods
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions
- Course duplication – Complements the Russian History course

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

- Rationale for proposal – Rationale for the proposal was found to be weak; the committee recommended that the originator strengthen the rationale by including her oral statements given during the committee review that explained how this course enhances and builds on the current curriculum; and is not a duplication of other Russian history courses.

- Other factors/comments
 - The Committee raised questions about whether prerequisites courses were needed; the originator stated a prerequisite course was not needed and the committee concurred.
 - Attendance policy needs to align with University attendance policy
 - Technical issue – Committee agreed previous offerings of this course should be listed on the Approval Snapshot form under *Semester(s) previously offered experimentally and enrollment*

In addition, the committee made the following editorial recommendations:

- None

Committee vote:

T. J. Jones offered the motion that the proposal be provisionally accepted with the originator working with Chair Green to make recommended revisions and once these changes have been made, Chair Green will approve on behalf of the committee. The motion was seconded by Mike Stoots. The motion carried.

3:15pm: New Course: SPAN 4377/5377: Originator, Jerome Mwinyelle

Language and Culture in Ecuador

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5082

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Rationale for proposal
- Purpose and goals of the course
- Content and topics
- Assessment methods
- Course type
- Course delivery method
- Course duplication

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

- Intellectual/learning outcomes – Higher level learning outcomes need to be included
- Major assignments – Clarify how oral interactions will be graded; formalize this assignment; clarify class participation in syllabus
- Assessment methods – Clarify how all activities, oral discussions, class participation, etc. will be assessed
- Class level – Committee is not able to determine if class level is appropriate until revisions to proposals are completed

- Articulation and transferability of credit to other institutions – Note that this type of course may pose some challenges for transferability; course content must be equivalent to recommended credit hours
- Other factors/comments – Originator effectively explained by this course was being offered in Ecuador and not another Spanish-speaking country. The originator’s department currently has a working relationship with a university in Ecuador and by offering this study abroad course in Ecuador, both ETSU students and the Ecuador university students are able to benefit

In addition, the committee made the following editorial recommendations:

- Remove “The uniqueness of this course is the fact that it will be taught alongside a Tropical Botany course which will be taken by Ecuadorian students...” from Rationale for Proposal section
- Catalog course description should be shortened
- Information on scholarships should be clarified to indicate that students are “eligible to apply for a scholarship” instead of students are “eligible for a scholarship”

Committee vote:

Alison Deadman offered a motion that the proposal be returned to the originator, Jerome Mwinyelle to make recommended revisions; and bring updated proposal back to the committee’s next meeting. The motion was seconded by Jason Davis. Motion carried.

3:30pm: Substantial Course Modification: SPAN 4127: Originator, Katrina Heil

Applied Spanish: Introduction to the Spanish-speaking Communities

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&In stance=5190

The proposal was presented to the committee by Ardis Nelson. The proposed change was the re-numbering of the course to a 3000-level course.

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Purpose and goals of the course
- Intellectual/learning outcomes
- Content and topics
- Major assignments
- Assessment methods
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions
- Course duplication

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

- Rationale for proposal – Needs to be edited to provide clarity and the following statement needs to be removed: “Changing SPAN 4127/5127 to a 3000 level course therefore responds to the need to strengthen our offerings in Spanish at this level.”
- The catalog course description needs to be edited for clarity.

Committee vote:

Suzanne Smith offered the motion that the originator make the minor edits and that the revised proposal be returned to Chair Green for approval on behalf of the committee. The motion was seconded by Eileen Cress. The motion carried.

3:45pm: New Course: THEA 3515: Originator: Robert Funk

Stage Combat

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5057

The following criteria were addressed and found to be appropriate:

- Current discipline-specific best practices
- Rationale for proposal
- Content and topics
- Major assignments
- Assessment methods
- Class level
- Course type
- Course delivery method
- Articulation and transferability of credit to other institutions
- Course duplication

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

- Purpose and goals of the course – Purpose needs to be restated; suggested that last bullet in list of goals be used as the purpose statement.
- Intellectual/learning outcomes – Higher level learning outcomes need to be included

In addition, the committee made the following editorial recommendations:

- On the Approval Snapshot, Credit Hours (maximum) should be changed to “NA”
- In the “Availability of Adequate Resources Regarding...” section of the Approval Snapshot remove the explanations and use the term “adequate” for each of the following:
 - Technology
 - Equipment
 - Facilities
- Remove commas from grading scale for clarity

Committee vote:

Ellen Drummond offered the motion that the originator make the minor edits and that the revised proposal be returned to Chair Green for approval on behalf of the committee. The motion was seconded by T.J. Jones. The motion carried.

Cont'd: PHIL 3130: Bioethics

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

Cont'd: PHIL 3180: Philosophy of Language

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

These proposals were returned to the committee with the completion of recommended revisions.

In addition, the committee made the following editorial recommendations:

- Remove the statement from the Prerequisites section of the Approval Snapshot
- Under Major Assignments – state that all assignments are weighted equally
- Clarify number of class presentations

Committee vote:

Suzanne Smith offered the motion that the originator make the minor edits and that both proposals be accepted by the Committee. The motion was seconded by Ellen Drummond. The motion carried.

Other items for future discussions:

- Procedures on recording prerequisites on the proposals; in the catalog, and in BANNER
- Best practices – how will this be addressed

Call for motion to adjourn

Jill LeRoy-Frazier offered a motion to adjourn; motion was seconded by Jason Davis. Motion carried. The meeting was adjourned.