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Undergraduate Curriculum Council Minutes

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2012 January 18 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee, January 18, 2012
2:00 p.m., Quillen Conference Room (4th Floor, Sherrod Library)

Members in Attendance: Keith Green, Eileen Cress, Jill LeRoy-Frazier, Mike Stoots, Angela Lewis, Suzanne Smith, Todd Emma, Kathy Campbell, T.J. Jones, Shawna Lichtenwalner

Visitors in Attendance: Veda Taylor, Billie Lancaster, Joseph Baker, Katherine Weiss, Elizabeth (Beth) Lowe

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 12/14/2011 from Angela Lewis

Jill LeRoy-Frazier offered a motion to approve the minutes from December 14, 2011; the motion was seconded by Shawn Lichtenwalner. Motion passed with unanimous vote.

Report of Actions by Chair

Chair Green, after recommended changes had been made, approved the following proposals on behalf of the Undergraduate Curriculum Committee:

- New Course - PSCI 3900 – Government and Politics of Russia and Eastern Europe
- Substantial Course Modification – SPAN 4127 – Applied Spanish: Introduction to the Spanish-speaking Communities
- New Course – THEA 3515 – Stage Combat

New Course: SOCI/RELI 4440: Originator, Joseph Baker
Sociology of Religion

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

Committee vote:

Jill Frazier-LeRoy offered a motion to accept the proposal. The motion was seconded by Mike Stoots. Motion carried.

New Course: ENGL/THEA 4407: Originator, Katherine Weiss
London Theatre: Study Abroad

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU

The following criterion was addressed and the following recommendations were made:

Assignment of correct number of credits – On the Approval Snapshot – Credit Hours (fixed and minimum) should be 3 credit hours and Credit Hours (maximum) should be NA. The following statement should be added to the catalog description to clarify that this course can be repeated for up to 12 hours credit: “Repeatable for up to 12 credit hours”.

Committee vote:

Jill Frazier-LeRoy offered a motion to accept the proposal with editorial changes. The motion was seconded by T.J. Jones. Motion carried.

New Course:NTFD 3250: Originator, Elizabeth Lowe
Nutrition through the Life-Cycle

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

Committee vote:

T.J. Jones offered a motion to accept the proposal. The motion was seconded by Eileen Cress. Motion carried.

New Course: NTFD 4517/5517: Originator, Elizabeth Lowe
Nutrition Education and Counseling

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

The following criterion was addressed and the following recommendations were made:

Other comments – Staffing should reflect faculty that are qualified to teach the course at graduate level (terminally-degreed faculty)

Committee vote:

Eileen Cress offered a motion to accept the proposal. The motion was seconded by Shawna Lichtenwalner. Motion carried.

3:15pm: New Course:NTFD 4560: Originator, Elizabeth Lowe
Research Methods in Nutrition

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

Committee vote:

Jill Frazier-LeRoy offered a motion to accept the proposal with editorial changes. The motion was seconded by T.J. Jones. Motion carried.

The following two proposals were added to the agenda for review:

New Course: NTFD 1010: Originator, Elizabeth Lowe

Introduction to Nutrition

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

Committee vote:

Eileen Cress offered a motion to accept the proposal with editorial changes. The motion was seconded by Kathy Campbell. Motion carried.

Substantial Course Modification: NTFD 3485: Originator, Elizabeth Lowe

Basic Skills in Dietetics Practice

The following criteria were addressed and found to be appropriate:

Current discipline-specific best practices
Clear rationale for proposal
Appropriate purpose and goals for the course
Intellectual/learning outcome reflect course level
Appropriate content and topics
Major assignments relevant to the content and topics
Appropriate class level
Course type applicable to purpose and goals
Course delivery method suitable for course
Articulation and transferability of credit to other institutions
Does not duplicate other courses at ETSU
Assignment of correct number of credits

Committee vote:

Eileen Cress offered a motion to accept the proposal. The motion was seconded by Mike Stoots. Motion carried with one abstention (Alison Deadman).

**3:30pm: TBR Proposal: Originator, Elizabeth Lowe
Changes to Major Program of Study in Nutrition, Food, and Dietetics (NTFD)**

The following criteria were addressed in the TBR proposal and were found to be appropriate:

Proposal Summary

- Purpose (Goals and Objectives)
- Expected student learning outcomes
- Curriculum
- Need
- Impact
- Plans for Accreditation

Program Change Form

Rationale for Proposed Curriculum Revision

New Course Descriptions

The following criteria were addressed in the TBR proposal and the following recommendations were made:

- Proposal Summary - Impact – Add statements about job demand
- Editorial change – add semi-colons to separate listing of courses on Snapshot page

Committee vote:

Suzanne Smith offered a motion to accept the TBR proposal with minor changes as noted above. The motion was seconded by Kathy Campbell. Motion carried.

Items to be discussed at future UCC Meetings:

- Constitution of the Undergraduate Curriculum Committee (UCC)
- Special Topics courses
- Prerequisites
- Attendance policies
- Dual-listed courses (4xx7 and 5xx7)
- Best practices (refer to Oct. 26, 2011 meeting notes)

Call for motion to adjourn

Shawna Lichtenwalner offered a motion to adjourn; motion was seconded by Kathy Campbell. Motion carried. The meeting was adjourned.