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Undergraduate Curriculum Council Minutes

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### 2012 January 25 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee, January 25, 2012**  
**2:00 p.m., Quillen Conference Room (4th Floor, Sherrod Library)**

**Members in Attendance:** Keith Green, Eileen Cress, Jill LeRoy-Frazier, Angela Lewis, Suzanne Smith, Todd Emma, Kathy Campbell, T.J. Jones, Shawna Lichtenwalner, Alison Deadman, Ellen Drummond, Jason Davis

**Visitors in Attendance:** Veda Taylor, Billie Lancaster, Todd Emma, Keith V. Johnson

**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**

Suzanne Smith offered a motion to approve the minutes from January 18, 2012; the motion was seconded by Eileen Cress. Motion passed with unanimous vote. After the vote, it was brought to the attention of the secretary that the following change needs to be made throughout the document change Jill Frazier-LeRoy to Jill LeRoy-Frazier. This change will be reflected in the filed copy.

**Report of Actions by Chair**

No action reported at this meeting.

**2:15pm: New Course: DIGM 3540: Interaction for Game Design**, Originator: Todd Emma  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=4799](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4799)

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

- Current discipline-specific best practices
- 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
- Articulation and transferability of credit to other institutions
- Does not duplicate other courses at ETSU
- Assignment of correct number of credits

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

- Clear rationale for proposal – clarify by adding “graduate school admission”
- Course delivery method suitable for course – originator explained that lab time has been incorporated into regular 4-hour class period
- Other comments – Originator explained that prerequisites would be handled by the department by issuing permits for class enrollment

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

- Shorten course description
- Change prerequisite statement to the following: DIGM 300 and DIGM 3010, or CSCI 1260 and Junior Standing or permission of instructor
- Make appropriate correction to Academic misconduct statement

**Committee vote:**

Kathy Campbell offered the motion that the proposal be accepted with minor changes. The motion was seconded by Shawna Lichtenwalner. The motion carried.

**2:30pm: New Course: DIGM 3530: Game Design, Originator: Todd Emma**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=4797](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=4797)

**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
- 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:**

- Intellectual/learning outcome reflect course level – 2<sup>nd</sup> objective – edit to “demonstrate an understanding and apply...”

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

- Remove class topics from course description
- Edit course description – shorten
- Insert prerequisites at end of course description

**Committee vote:**

Ellen Drummond offered the motion that the proposal be accepted with minor edits. The motion was seconded by T.J Jones. The motion carried.

**2:45pm: New Course: DIGM 4917/5917: Digital Media Production**, Originator: Todd Emma  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=5027](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5027)

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

- Current discipline-specific best practices
- Clear rationale for proposal
- Intellectual/learning outcome reflect course level
- Appropriate 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 criteria were addressed and the following recommendations were made:**

- Appropriate purpose and goals for the course – edit for clarification
- Major assignments relevant to the content and topics – edit for clarification

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

- Edit and shorten course description
- Make appropriate correction to Academic misconduct statement
- Remove “capstone” from Rationale for Proposal
- Required textbooks – “NA”

**Committee vote:**

Shawna Lichtenwalner offered the motion that the proposal be accepted with minor edits. The motion was seconded by Kathy Campbell. The motion carried.

**3:00pm: TBR Proposal: Digital Interaction Concentration to Digital Interaction and Game Design** Originator: Todd Emma  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=4796](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=4796)

It is noted that permission was granted to use the “revision of a concentration” form for this TBR proposal.

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

**Proposal Summary**

- Expected student learning outcomes
- Curriculum
- Impact
- Editorial Changes

**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**

- Purpose (Goals and Objectives) – clearly identify that the objectives are for the entire concentration
- Need - State that the concentration is being re-formed based on changing industry standards
- Plans for Accreditation – indicate that there is no accrediting agency for this degree

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

- On the snapshot page under “Title of Action” should be consistent with the “Proposal” on Form COVER – *revise and retitle the Digital Interactive Concentration*
- Change the statement about the proposal objective to singular (only one objective listed)

**Committee vote:**

Alison Deadman offered the motion that the proposal be accepted with minor edits. The motion was seconded by Jason Davis. The motion carried.

**The following proposals on the agenda were not reviewed due to the absence of the proposal originator:**

- **Substantial Course Modification: THEA 3400, Acting for the Camera I** Originator:  
Robert Funk  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=10&Instance=5164](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=5164)
- **Substantial Course Modification: THEA 3435, Acting for the Camera II** Originator:  
Rober Funk  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=10&Instance=5171](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=5171)

**Call for motion to adjourn**

Jason Davis offered a motion to adjourn; motion was seconded by Todd Emma. Motion carried. The meeting was adjourned.