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Undergraduate Curriculum Council Minutes

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2012 April 11 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee, April 11, 2012
2:00 p.m., President's Conference Room (2nd Floor, Dossett Hall)

Members in Attendance: Keith Green, Angela Lewis, Todd Emma, Kathy Campbell, T.J. Jones, Shawna Lichtenwalner, Mike Stoots, Jason Davis, Ellen Drummond, Suzanne Smith, Marsh Grube

Visitors in Attendance: Leslie McCallister, Stefano Longo, Ed Baryla, Robert Price, Marian Clark, Jerry Taylor

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 03/14/2012 and 03/28/12

Approval of the minutes for the March 14th and March 28th meetings was moved to the next meeting – April 25, 2012.

TBR: CPH: Health Sciences Major: admissions criteria and modifications, Originator: Ranjan Chakraborty

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=5602

This TBR proposal addresses course changes in the core and a change in the admission criteria.

The following was addressed in the TBR proposal Approval Snapshot:

- Narrative description of action
 - Add “Avoid” to statement Number 1
 - Add the URL for MCAT guidelines to statement Number 3

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

Proposal Summary

- Best practices
- Purpose (Goals and Objectives)
- Need
- Diversity statement (included)
- Plans for Accreditation
- Curriculum

Expected student learning outcomes - NA

New Course Descriptions - NA

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

- Impact – originator needs to address the anticipated impact for students, personnel, fiscal resources, and other clientele
- Rationale for the proposed change
 - State that “Introduction to Public Health” will be a required course
 - Rephrase the reason for including “General Microbiology” and removing “Microbes and Disease” = the “General Microbiology” course covers a broad range of microbiology concepts
 - Admission criteria should also be described in the rationale section

Editorial Changes:

- **Type of Program Change form**
 - Change No. of new courses to zero with zero credit hours
 - Add “NA” to Number 6
- Appendix B- check for correct number of credit hours; delete incorrect listings

Committee Vote:

Shawna Lichtenwalner offered the motion that the TBR proposal be accepted with minor editorial changes. The motion was seconded by Jason Davis. The motion carried.

New Course: SOCI/PSCI 4200 Cross-listing proposal, Originator: Stephano Longo
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5523

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 criteria were addressed and the following recommendations were made:

- Intellectual/learning outcome reflect course level – learning outcomes need to be written using the higher level terms of Bloom’s taxonomy

In addition, the committee made the following editorial recommendations:

- Approval Snapshot form – remove the information from “Explain special circumstances that justify proposal for cross-listing” – Not applicable
- Shorten the course title to meet catalog requirements
- Rationale for proposal and course description – write in present tense
- Add additional information (“Other Information” from the syllabus) in the “Contact information for similar courses” section of the form
- Remove “Other Information” from the syllabus
- Redesign grading scale to make it easier to understand

Committee Vote:

Todd Emma offered the motion that the proposal be accepted with minor edits and be returned to the UCC Chair for approval on behalf of the committee. The motion was seconded by T.J. Jones. The motion carried.

New Course: SOCI 3600: Collective Behavior, Originator: Leslie McCallister

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5088

The offering of SOCI 3600 – Collective Behavior increases the number of SOCI electives available to students. It was determined by the UCC that no prerequisites are needed.

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
- 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:

- Clear rationale for proposal – add the date of program review; delete last sentence in rationale paragraph

In addition, the committee made the following editorial recommendations:

- Proposed Implementation Term should be changed to Fall 2012

Committee Vote:

Todd Emma offered the motion that the proposal be accepted with minor edits and be returned to the UCC Chair for approval on behalf of the committee. The motion was seconded by T.J. Jones. The motion carried.

Curriculum Change: Biology, Originator: Hugh Miller

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=5515

This proposal was moved to the April 25, 2012 agenda.

Non-Substantive Curriculum Change: Economics and Finance, Originator: Edward Baryla

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=5384

This non-substantive curriculum change proposal addressed the issue of adding an additional economics course to the list of economics electives in the economics minor.

The proposal was reviewed by the UCC. The proposal was found to be accurate and appropriate. The originator was asked to change the Proposed Implementation Term to Fall 2012.

Committee Vote:

Todd Emma offered the motion that the proposal be accepted. The motion was seconded by Shawna Lichtenwalner. The motion carried.

New Course: ANTH 4047: Paleolithic Archaeology, Originator: Jay Franklin

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5074

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 (assignments varied for undergraduates and graduate students)
- 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:

- Clear rationale for proposal – originator was asked to clarify a couple statements in the rationale
- Clarify attendance policy

In addition, the committee made the following editorial recommendations:

- Catalog description – remove “The course presents”

Committee Vote:

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

TBR Proposal: MATH: Statistic minor, Originator: Yali Liu: Chair, Robert M. Price, Jr.
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=4453

The UCC members discussed with the proposal originators some editorial changes that will need to be made prior to approval. The proposal was moved to the April 25, 2012 agenda.

New Course: SURV 1550: Introduction to Surveying, Originator: Marian Clark
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=2630

The UCC members discussed with the proposal originator some editorial changes that will need to be made prior to approval.

New Course: SURV 1570: Portfolio I, Originator: Marian Clark
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5193

Not discussed.

New Course: SURV 4570: Portfolio II, Originator: Marian Clark
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=5194

Not discussed.

Committee Vote:

Shawna Lichtenwalner offered the motion to table the proposals for three new courses in Surveying (SURV 1550, SURV 1570, and SURV 4570). The motion was seconded T.J. Jones. The motion carried.

The proposals will be considered at the April 25, 2012 UCC Meeting.

Call for motion to adjourn

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