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Undergraduate Curriculum Council Minutes

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2013 October 9 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee
Meeting Notes
October 9, 2013

Members present: Eileen Cress, Laura Dower, Bill Hemphill, Angela Radford-Lewis, Shawna Lichtenwalner, Suzanne Smith, Mark Baumgartner, Rhonda Brodrick, Effiong Otukonyong, Marsh Grube. Billie Lancaster, Evelyn Roach, LaDonna Hutchins

Guests present: Marty Fitzgerald

The meeting was called to order at 2 p.m. by Chair Shawna Lichtenwalner. A quorum was confirmed.

Minutes – September 25, 2013 – Suzanne Smith offered a motion to approve the Sept. 25th minutes; the motion was seconded by Rhona Broderick. The motion carried with two abstentions.

Billie Lancaster provided information about several prerequisites that are on the proposals to be reviewed. Marty Fitzgerald and LaDonna Hutchins provided information to clarify the issues with the prerequisites.

The UCC members acknowledged that there were common issues with all of the Digital Media proposes. It was decided that the common issues would be identified and other individual issues would be identified during this meeting. All proposals would be returned to be corrected and would be re-submitted as a complete package.

The common issues identified:

- Pre-req's do not match in prerequisites section and the catalog description
- All pre-req's need to be removed from catalog description
- Attendance policy needs to be rewritten to consistent throughout the entire program (all courses will have attendance policy updated)
- Rationale for each course needs to be specific for each course. The Committee suggested that the 1st line should remain
- Address penalty for late assignments on all proposals
- Address/clarify final course grade calculations on all proposals
- Make editorial changes and correct typos

The UCC voted by majority to use on the accreditation statement for rationale (Keep first sentence).

Learning outcomes were found to be appropriate.

Additional recommendations were made for the following courses:

DIGM 4550 – Game Play and Testing

- Rewrite catalog description for clarity
- Remove “of” from major course topics
- Clarify learning outcomes – need to be higher level
- Make editorial changes and correct typos

DIGM 1400 – Principles of Visual Effects and Motion Graphics

- Catalog description - Remove “Lecture and studio”; remove “as”; hyphenate “high-end
- List major course topics
- Clarify learning objectives (#3 – defend finished projects and #5 – remove “class critique and discussion”)
- Clarify point value for grade “F” – below 315

Purposes and goals were appropriate

DIGM 3420 – Motion Graphics

- Learning outcomes need to be higher level

DIGM 1500 – Principles of Digital Game Design

DIGM 1800 – Principles of Digital Animation

DIGM 4627 – Motion Tools II: Compositing

DIGM 4827 – Motion Tools III: Application

- Check all prerequisites
- Remove all prerequisites from catalog descriptions
- Remove “This course” from catalog descriptions
- Add dual listed course for xxx7 courses

Upcoming meetings for the UCC:

October 23

October 30

November 13

November 20

A motion to adjourn was offered by Laura Dower; motion seconded by Mark Baumgartner; motion carried.

Meeting adjourned.