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**Undergraduate Curriculum Committee
Meeting Notes
May 7, 2014**

Members present: Joanna Anderson, Mark Baumgartner, Rhonda Brodrick, T. Jason Davis, Laura Dower, J. Keith Green, Bill Hemphill, T.J. Jones, Jill LeRoy-Frazier, Shawna Lichtenwalner, Suzanne Smith

Guests present: Gordon Anderson, Kelly Atkins, David Dixon, Thomas Alan Holmes, Ladonna Hutchins, Karen King, Billie Lancaster, Theresa McGarry, Catherine Murray, Evelyn Roach, Anna Roberts

The meeting was called to order at 2 p.m. by Chair Shawna Lichtenwalner. Mark Baumgartner moved to approve the previous meeting's minutes and was seconded by T. J. Jones. The motion passed unanimously.

Proposals considered by the UCC were:

—*TBR Proposal: Terminate the Occupational Health and Safety Concentration*
Originator Phillip Scheuerman explained that the concentration is being terminated because it is too similar to the Environmental Health Practices concentration. This change also brings the degree program into line with professional best practices in that it encourages the development of generalists in the field, for which there is demand in the current job market. Other concentrations within the degree program will be modified to allow specialization through electives instead. The concentration will be phased out by 2017.

During discussion the following changes were noted: the Implementation Date might need to be changed to Fall 2015 with phase-out complete by 2018. Marsh Grube will advise.

T.J. Jones moved to approve the proposal. Keith Green seconded. The motion passed unanimously.

—*TBR Proposal: Reinstate the merchandising minor*
Anna Roberts introduced the return of this proposal for committee review.

During discussion the following changes and corrections were recommended:

- 1) The Purpose and Goals need to reflect a curricular perspective rather than student learning outcomes.; how will this proposal improve the curriculum?
Marsh Grube will work with the originators to revise.

Suzanne Smith moved to return the proposal to the originator for revision and resubmission to the UCC chair for approval. Keith Green seconded. The motion passed unanimously.

--Substantive Course Modification: MKTG 4255

Originator Kelly Atkins introduced the proposal's return for committee review and explained that merchandise planning and buying were combined into a single course at the time of the department's merger into the College of Business and Technology, but that the original credits (4) do not fit the course content. Reducing the course credit to three and eliminating the Technology Intensive requirements and changing the ECON 2220 prerequisite to MATH 1530 will more appropriately mesh with the course content.

During discussion the following changes and corrections were recommended:

- 1) Retain the current Catalog Description.
- 2) Make the first statement in the new Catalog Description part of the Purpose and Goals section of the Syllabus.
- 3) At the end of the second paragraph of the Attendance section, add an explanation of how the attendance reward works in terms of calculating the final grade and how it will affect the point distribution if a student is not required to take the final examination

Keith Green moved to accept the proposal with minor editorial changes, to be returned to the chair for final approval on behalf of the committee. Laura Dower seconded. The motion passed unanimously.

--TBR Proposal: Establish a BFA in Graphic Design

Catherine Murray stated that the most popular area of student interest in studio art is graphic design, and accrediting body NASAD has recommended developing a degree program. David Dixon explained that five new courses are being proposed for the BFA in Graphic Design. This will also provide more course options for students in the overall art curriculum.

During discussion the following changes were recommended:

- 1) Minor typos need to be corrected: delete ARTA 3xxx from list of electives on page 7; correct ARTA 2002 to ARTA 2202.

Laura Dower moved to accept the proposal pending minor edits, to be returned to the chair for final approval. Should the TBR need clarification of any issues, Marsh Grube is authorized to edit the proposal. Keith Green seconded and the motion passed unanimously.

For all ARTA course proposals, the following global changes were recommended:

- 1) Clarify the point totals for each assignment in the Syllabus

- 2) Under Major Assignments on the Syllabus, clarify how the final grade is calculated: how much is participation worth? Is participation required or merely encouraged?
- 3) On the Grading Scale, correct "83" on both B and B- grades

--New Course Proposal: ARTA 2002 Layout and Production

During discussion the following changes and corrections were recommended:

- 1) Change the course number to 2220; 2002 is for transfer work
- 2) Under Purpose and Goals, add "enables students to apply..."

Keith Green moved to accept the proposal with minor edits as noted, with final approval by the chair. Mark Baumgartner seconded and the motion passed unanimously.

--New Course Proposal: ARTA 4304 Senior Projects in Graphic Design

Bill Hemphill moved to accept the proposal with global editorial changes as noted, to be approved by the chair. Mark Baumgartner seconded. The motion passed unanimously.

--New Course Proposal: ARTA 3403 Typography

During discussion the following changes and corrections were recommended:

- 1) Account for quizzes in the grade distribution of the Grade Assignment section of the Syllabus.

T.J. Jones moved to accept the proposal with editorial changes as noted, to be approved by the chair. Joanna Anderson seconded. The motion passed unanimously.

--New Course Proposal: ARTA 2403 Graphic Design for the Web

During discussion the following changes and corrections were recommended:

- 1) Clarify how this course is distinct from CSCI 1710 and check the Yes box in the Course Similar to Other Departments area on the Approval Snapshot. Obtain a letter of support from the CSCI department chair.

Keith Green moved to accept the proposal with editorial changes and the receipt of the letter, to be approved by the chair. T.J. Jones seconded and the motion passed unanimously.

--New Course Proposal: ARTA 4402 Advanced Illustration

Mark Baumgartner moved to accept the proposal with global edits as noted, to be approved by the chair. Keith Green seconded and the motion passed unanimously.

--New Course Proposal: ENGL 4147 Linguistic Analysis of English

Originator Theresa McGarry returned to present the revised proposal to the committee, noting that this course provides a needed course for linguistics minors and also a new elective in the methodology of analysis for other English students. During discussion the following changes and corrections were recommended:

- 1) In the Catalog Description, remove the future tense and eliminate "this course" at the beginning of each item; start instead with a verb.
- 2) Change the implementation date to Fall 2014.
- 3) In the Syllabus, under Grade Assignment add a description of the discussion board requirements for classwork.
- 4) Correct the typo in the grading scale to read "78-79."

Suzanne Smith moved to accept the proposal with edits as noted, to be approved by the chair. Laura Dower seconded and the motion passed unanimously.

A motion to adjourn was made at 4:45 p.m. by Bill Hemphill and seconded by Mark Baumgartner. The committee unanimously approved the motion.

Respectfully submitted,

Jill LeRoy-Frazier
UCC Secretary