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**Undergraduate Curriculum Committee
Meeting Notes
October 29, 2014**

Members present: Mark Baumgartner, Rhonda Brodrick, Shirley Cherry, T. Jason Davis, Julie Fox-Horton, J. Keith Green, Marsh Grube, Bill Hemphill, Karen King, Billie Lancaster, Jill LeRoy-Frazier, Shawna Lichtenwalner, Jessica Miller, Effiong Otukonyong, Evelyn Roach, Kim Sell

Guests present: Leila Al-Imad, Doug Burgess, William Duncan, Dinah Mayo-Bobee, Steven Nash, Daniel Newcomer, Melissa Schrift

The meeting was called to order at 2 pm by Chair Jill LeRoy-Frazier.

Old Business

J. Keith Green moved to approve the October 22, 2014 minutes and was seconded by Kim Sell. The motion passed unanimously.

Actions of the Chair on the Behalf of the Committee: Approved the BBA TBR proposal; Approved FREN 4/5747 and DIGM 1400, 1500, 1800, 1650, 2530, 2660, 2750, 2821, 2824, 2900, 2990, 3010, 1640, 3410, 3420, 4410, 4844, 4854, and 4550; Returned the DIGM TBR proposal for committee-recommended edits; Returned the BBA TBR proposal for committee-recommended edits

Outstanding Proposals not yet on the agenda (* Ready for UCC review)

New Courses: ENGL 4110 Grant Writing*, ENVH 4/5737

SubMod Courses: MUSC 1410*, MUSC 1420*, MUSC 2410*, MUSC 2420*, MUSC 4600*

TBR Proposals: Terminate the Urban Studies minor and establish a Public Administration minor*; Inactivate the Technical Writing minor

NonSub Curr Changes: International Commerce BA*, FNCE minor*, MGMT minor*, MKTG minor (2)*, MUSC BA

New Business

— *TBR Proposal: To establish a minor in Social Medicine*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=7973

Melissa Schrift and Bill Duncan presented an overview of the proposal.

Recommendations:

- Purpose (pg. 2) – Consider deleting the final sentence of the second paragraph
- Impact (pg. 3) – final sentence, edit to read “region; in this way, we believe ETSU”
- Plans for accreditation (pg. 4) – Eliminate the first sentence and leave only SACS notification is not required.
- Question 8 (pg. 6) – Consider adding a statement about the diversity impact.
- Appendix B (pg. 9) – Beside Required Courses change 9 credits to 12 credits

J. Keith Green moved to accept the TBR proposal for a Social Medicine minor with the minor edits noted and return the corrected proposal to the chair for approval. Mark Baumgartner seconded. The committee unanimously approved the motion.

A total of 37 HIST courses were reviewed within 5 groupings. Group I consisted of HIST 3012 (Women in Early American Politics), 3013 (Espionage and Treason in the Early American Republic), 3072 (U.S. Presidents to 1900), 3093 (Famous Trials in American History), 3902 (Great Debates in African-American History), 3929 (Gender in American History to 1877), and 3930 (Gender in American History Since 1877). Group II consisted of HIST 4037 – *renumbered to 4267/5267* (Constitutional History: Congress, the Law, and Slavery), 4057 – *renumbered to 4277/5277* (Foreign Policy in the Early Republic), 3092 (American Popular Culture since WWII), 4007 – *renumbered to 4027/5027* (Social and Cultural History of Rock and Roll), 4087 (Current Issues in American History), 4017 – *renumbered to 4077/5077* (American History in Film), 3801 (Environmental History), and 4427 (Public History). Group III included HIST 3322 (The Middle Ages), 3331 (The Enlightenment), 3321 (History of Byzantium), 3914 (The Historical Jesus and the Early Church), 3922 (The Islamic Empire), 3923 (The Ottoman Empire), 3352 (History of Scotland), and 3912 (Ancient Israel and Modern Scholarship). Group IV consisted of HIST 3732 (History of Mexico), 3735 (The Modern Caribbean), 3924 (Women in the Middle East), 3931 (History of Medicine), 4167 - *renumbered to 4357/5357* (Colloquium in American History), 4177 - *renumbered to 4367/5367* (Colloquium in European History), HIST 4187 (Colloquium in World History), and 3913 (History of Buddhism). Group V included HIST 4107 – *renumbered to 4287/5287* (Topics in American History), 4117 (Topics in European History), 4127 – *renumbered to 4297/5297* (Topics in World History), 4137 - *renumbered to 4317/5317* (Topics in Comparative American History), 4147 - *renumbered to 4337/5337* (Topics in Comparative European History), and 4157 – *renumbered to 4347/5347* (Topics in Comparative World History).

Within each block, the courses were determined by committee members to meet the following criteria:

- They are valid for instruction.
- They have appropriate credit designation.

- They do not duplicate courses in other colleges or departments.
- The purpose, goals, and learning outcomes are appropriately aligned with one another and with the proposal's rationale.
- The learning outcomes are appropriate for the level of the course.
- The major assignments support the learning outcomes.

Jill Leroy-Frazier distributed feedback on graduate-level HIST courses from the Graduate Council Curriculum Subcommittee to the HIST faculty.

Billie Lancaster noted the following proposed new courses have course numbers that already exist and are active in Banner: HIST 4017/5017 (currently Beginning of America), 4037/5037 (currently American Revolution), 4107/5017 (currently Recent US 1933-Present), 4127/5127 (currently S&I US to 1877), 4137/5137 (currently S&I US Since 1877), 4147/5147 (currently Old South), 4157/5157 (currently South Since 1865), 4167/5167 (currently History of Southern Appalachia), 4177/5177 (currently The West), and 4097 (currently the Emergence of the US). Proposed courses that duplicate course numbers currently in use will have to be changed to new numbers that has not been previously used. A list of available numbers was given to HIST faculty.

One global change was noted across all HIST syllabi

- Under Purpose and Goals, the stem of the goal statement needs to be changed from "The history department needs this course to" to "The goals of this course are to"

— *New Course Proposals, Group I*

Jill Leroy-Frazier has received confirmation from the Department of Sociology and Anthropology stating the proposed HIST courses in this group do not duplicate courses currently offered in that department.

In this group, each course was reviewed individually.

HIST 3012 Women in Early American Politics

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=7569

Recommendations:

Snapshot

- Rational for proposal – delete the first sentence
- Catalog description – Needs to be more concise. Leave the first sentence. The remainder pertains more to course topics/assignments and is not necessary.

T. Jason Davis moved to accept this course 1) with correction of the recommended global/minor editorial changes and 2) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

HIST 3013 Espionage and Treason in the Early American Republic

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7555

Recommendation:

Snapshot

- Rational for proposal – Remove or reposition to the end of the rationale the following sentence: “This course does not assume a great degree of prior knowledge but provides an overview of espionage and treason in the 18th and 19th century United States.”

T. Jason Davis moved to accept this course 1) with correction of the recommended global/minor editorial changes and 2) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

HIST 3072 U.S. Presidents to 1900

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7562

Recommendation:

Syllabus

- Major assignments – remove the reference to quizzes in the discussion of participation

T. Jason Davis moved to accept this course 1) with correction of the recommended global/minor editorial changes and 2) pending the approval of the TBR proposal then returned to the chair for approval. J. Keith Green seconded. The committee unanimously approved the motion.

HIST 3093 Famous Trials in American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7340

Recommendations:

Snapshot

- Rational for proposal – Remove or reposition to the end of the rationale the first sentence
- Catalog description – Remove the first “historical” to read: A survey of famous trials analyzed through an array of historical factors

Syllabus

- Learning outcomes
 - outcome 1 – change “examine” to discuss or articulate
 - add/modify 1 or 2 learning outcomes to make them specific to the content taught in this course

T. Jason Davis moved to accept this course 1) with correction of the recommended global change, 2) revision of the learning outcomes and catalog descriptions, and 3) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner. The committee unanimously approved the motion.

HIST 3902 Great Debates in African-American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7665

Recommendations:

Snapshot

- Rational for proposal – Remove or reposition to the end of the rationale the first sentence

Syllabus

- Learning outcomes
 - outcome 1 – change “recognize” to discuss or articulate
 - add/modify 1 or 2 learning outcomes to make them specific to the content taught in this course

J. Keith Green moved to accept this course 1) with correction of the recommended global/editorial changes and 2) pending the approval of the TBR proposal then returned to the chair for approval. T. Jason Davis seconded. The committee unanimously approved the motion.

HIST 3929 Gender in American History to 1877

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7661

Recommendations:

Snapshot

- Rational for proposal – Remove or reposition to the end of the rationale the first sentence
- Catalog description – Addresses both gender and sexuality but sexuality is rarely mentioned in the syllabus. Add concepts related to sexuality to major course topics

Syllabus

- Learning outcomes
 - add/modify 1 or 2 learning outcomes to make them specific to the content taught in this course
 - add a learning outcomes related to sexuality

T. Jason Davis moved to accept this course 1) with correction of the recommended global change, 2) revision of the learning outcomes and catalog description, and 3) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

HIST 3930 Gender in American History Since 1877

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7663

Recommendations:

Snapshot

- Rational for proposal – Remove or reposition to the end of the rationale the first sentence
- Catalog description – Addresses both gender and sexuality but sexuality is rarely mentioned in the syllabus. Add concepts related to sexuality to major course topics

Syllabus

- Learning outcomes
 - add/modify 1 or 2 learning outcomes to make them specific to the content taught in this course
 - add a learning outcome related to sexuality

T. Jason Davis moved to accept this course 1) with correction of the recommended global change, 2) revision of the learning outcomes and catalog description, and 3) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

— *New Course Proposals, Group II*

These courses were reviewed as a group. Global recommendations for the group are presented first. Recommendations related to a specific course are listed below the course.

Recommendation:

Snapshot

- Prerequisites: Consider adding HIST 3410 or its equivalent as a prerequisite for these courses

HIST 4037 (renumbered to 4267/5267) Constitutional History: Congress, the Law, and Slavery

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7616

Recommendations:

Syllabus

- Learning outcomes – 23 learning outcomes are listed; needs to be pared down
 - remove items that are an assignment which will lead to achieving the course outcome
 - must list separate learning outcomes for undergraduate and graduate students

HIST 4057 (renumbered to 4277/5277) Foreign Policy in the Early Republic

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7590

Recommendations:

Snapshot

- Catalog description – change “deals with” to addresses developments . . .

Syllabus

- Learning outcomes –needs to be pared down
 - remove items that are an assignment which will lead to achieving the course outcome
 - must list separate learning outcomes for undergraduate and graduate students

HIST 3092 American Popular Culture Since WWII

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7250

HIST 4007 (renumbered to 4027) Social and Cultural History of Rock and Roll

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7667

HIST 4087 Current Issues in American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7367

Recommendation:

Snapshot

- Catalog description – consider rewording; Mark Baumgartner provided suggestions to the course originator

HIST 4017 (renumbered to 4077/5077) American History in Film

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7671

HIST 3801 Environmental History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7196

HIST 4427 Public History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7596

Mark Baumgartner moved to accept the Group II courses with 1) correction of the recommended HIST and Group II global changes, 2) revision of the learning outcomes and catalog descriptions, and 3) pending the approval of the TBR proposal then returned to the chair for approval. J. Keith Green seconded. The committee unanimously approved the motion.

— *New Course Proposals, Group III*

These courses were reviewed as a group.

HIST 3322 The Middle Ages

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7693

HIST 3331 The Enlightenment

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7695

HIST 3321 History of Byzantium

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7614

HIST 3914 The Historical Jesus and the Early Church

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=4116

Recommendations for HIST 3322, 3331, 3321, and 3914

Snapshot

- Rationale for Proposal
 - 3322 and 3331 – This course “draws upon students’ previous history education, but it does not assume a great degree of prior knowledge.” Is a prerequisite needed? If not, eliminate that sentence from the rationale.
- Catalog description
 - 3321 and 3914 - Delete “This course” and begin with the verb

Syllabus

- Purpose and goals
 - 3322 and 3331 –goals are identical and they read like learning outcomes for the student; rework to reflect the goals of the course
 - 3321 and 3914 – have no bulleted goals

HIST 3912 Ancient Israel and Modern Scholarship

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7610

HIST 3922 The Islamic Empire

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7602

HIST 3923 The Ottoman Empire

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7714

HIST 3352 History of Scotland

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7600

There were no additional recommendations for the remaining courses in this group.

Shawna Lichtenwalner moved to accept the Group III courses with 1) correction of the recommended global change, 2) correction of the Group III recommendations, and 3) pending the approval of the TBR proposal then returned to the chair for approval. Kim Sell seconded. The committee unanimously approved the motion.

— *New Course Proposals, Group IV*

These courses were reviewed as a group.

HIST 3732 History of Mexico

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7673

Recommendation:

Syllabus

- Purpose and goals – vague; need to be reworked; Shirley Cherry provided suggestions to the course originator

HIST 3735 The Modern Caribbean

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7679

Recommendations included only minor edits which were given to the course originator

HIST 3913 History of Buddhism

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=6996

Recommendations:

Syllabus

- Purpose and goals – vague; need to be reworked
 - Add a statement to the purpose that this course was requested by religious studies faculty
 - Establish clear, distinct goals for the course and present in bulleted format
- Grading scale – change to F = Below 59.6

HIST 3924 Women in the Middle East

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7697

HIST 3931 History of Medicine

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7598

Recommendations:

Snapshot

- Catalog description – minor edits were given to the course originator

Syllabus

- Purpose and goals
 - Rewrite purpose to address purpose of the course
 - Goal bullet 1 – eliminate “better”

HIST 4167 (renumbered to 4357/5357) Colloquium in American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7669

Recommendations included only minor edits which were given to the course originator

HIST 4177 (renumbered to 4367/5367) Colloquium in European History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7676

HIST 4187 Colloquium in World History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7706

Recommendation:

Syllabus

- Grading scale – change to F = Below 59.5
- Other minor edits were given to the course originator

Shirley Cherry moved to accept the Group IV courses with 1) correction of the recommended global change, 2) correction of the Group IV recommendations, and 3) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

— *New Course Proposals, Group V*

These courses were reviewed as a group. Global recommendations for the group are presented first.

Recommendations

Snapshot

- Catalog descriptions – Add the following statement to the end of each catalog description: “Course repeatable for credit, maximum 9 credits.”
- Attendance policy – Consider clarifying. Does “session” grade mean the grade for the class session or the grade for the term/course?

HIST 4107 (renumbered to 4287/5287) Topics in American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7671

HIST 4137 (renumbered to 4317/5317) Topics in Comparative American History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7652

HIST 4147 (renumbered to 4337/5337) Topics in Comparative European History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7674

HIST 4117 Topics in European History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7647

HIST 4127 (renumbered to 4297/5297) Topics in World History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7654

HIST 4157 (renumbered to 4347/5347) Topics in Comparative World History

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=7710

Kim Sell moved to accept the Group V courses with 1) correction of the recommended global HIST/Group V changes and 2) pending the approval of the TBR proposal then returned to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

— *TBR Proposal: Revise the history curriculum*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_8&FormID=11&Instance=7743

J. Keith Green and Julie Fox-Horton reviewed the HIST TBR proposal in advance of the UCC meeting. The following recommendations were made:

- Purpose (pg. 2) – Add one sentence which states revision was completed to respond to a major program review.
- Add a new Appendix A
 - Summarize all new courses with their catalog descriptions
 - The course numbers that duplicate existing courses will need to be changed then updated in this appendix.
 - Edit course descriptions based on recommended edits in today's UCC meeting.
- Shift the current appendices (A, B, and C) to B, C, and D
- Rework current Appendix B (will become Appendix C) which compares old/new curriculum

J. Keith Green moved to accept the HIST TBR proposal with the minor edits which were given to Steven Nash and Phillip Wilson and return of the corrected proposal to the chair for approval. Shawna Lichtenwalner seconded. The committee unanimously approved the motion.

Dr. Marsh Grube requested to see the TBR proposal before it is entered into CPS.

A motion to adjourn was made at 3:30 p.m. by J. Keith Green and seconded by Shawna Lichtenwalner. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick
UCC Secretary

Approved by UCC 11/12/14

Addendum: Revision of HIST course numbers

Original	Revised	Title of Course
4007	4027/5027	The Social and Cultural History of Rock and Roll
4017	4077/5077	American History Through Film
4037	4267/5267	Constitutional History: Congress, the Law & Slavery
4057	4277/5277	Foreign Policy in the Early Republic
4107	4287/5287	Topics in American History
4127	4297/5297	Topics in World History
4137	4317/5317	Topics in Comparative American History
4147	4337/5337	Topics in Comparative European History
4157	4347/5347	Topics in Comparative World History
4167	4357/5357	Colloquium in American History
4177	4367/5367	Colloquium in World History

The body of the minutes was adjusted to reflect both original and revised course numbers.