

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Undergraduate Curriculum Council Minutes

---

2-11-2015

### 2015 February 11 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/ucc-minutes>



Part of the [Higher Education Commons](#)

---

#### Recommended Citation

University Governance, East Tennessee State University, "2015 February 11 - Undergraduate Curriculum Council Minutes" (2015). *Undergraduate Curriculum Council Minutes*. 112.  
<https://dc.etsu.edu/ucc-minutes/112>

This Minutes is brought to you for free and open access by Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Undergraduate Curriculum Council Minutes by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact [digilib@etsu.edu](mailto:digilib@etsu.edu).

**Undergraduate Curriculum Committee  
Meeting Notes  
February 11, 2015**

**Members present:** Mark Baumgartner, Rhonda Brodrick, Shirley Cherry, Julie Fox-Horton, J. Keith Green, Marsh Grube, Bill Hemphill, LaDonna Hutchins, Karen King, Billie Lancaster, Jill LeRoy-Frazier, Shawna Lichtenwalner, Effiong Otukonyong, Evelyn Roach, Kim Sell, Suzanne Smith

**Guests present:** Vijay Bhuse, Michelle Johnson

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

**Old Business**

Shawna Lichtenwalner moved to approve the minutes from the November 12, 2014 meeting and was seconded by J. Keith Green. The motion passed unanimously.

*Actions of the Chair on the Behalf of the Committee:* Approved the non-substantive curriculum changes to the ECOA International Commerce concentration; the FNCE minor; the MGMT minor; the MKTG Merchandising concentration; and the MKTG minor. Approved the TBR proposals to eliminate the Urban Studies minor; establish a Public Administration minor; and establish a BS in Pharmacy studies.

Jill LeRoy-Frazier reported GEOS 4600 and 4610 were removed from the proposed GEOS curriculum and credits were redistributed among elective credits. Since the UCC had discussed this possibility when reviewing the courses and TBR Proposal: BS in Geosciences, she approved the revision on behalf of the committee.

*Outstanding Proposals not yet on the agenda: (see Other Business)*

**New Business**

Jill LeRoy-Frazier reported to UCC the following actions taken at Academic Council:

**Action Items:**

- Approval of the following non-substantive curriculum changes: ECOA International Commerce concentration; the FNCE minor; the MGMT minor; the MKTG Merchandising concentration; and the MKTG minor.
- Approval of the following TBR proposals: eliminate the Urban Studies minor; establish a Public Administration minor; establish a BS in Pharmacy studies; revise the BS in GEOL, terminate the BS in GEOG; establish a Paleontology minor; establish the Culture and Health

[formerly Social Medicine] minor; revise the BA in History; revise the RN-to-BSN program

- *New Course: ALHE 4040 Managing Allied Health Professionals*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=8035](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=8035)

Michelle Johnson presented an overview of the course which was created to strengthen student preparation to assume managerial positions.

Recommendations:

- Snapshot
  - Change Credit Hour Maximum to “N/A”
  - Prerequisites: Consider adding either prerequisite courses or specifying junior level standing in the program
  - Implementation Date: Change to Fall 2015
- Syllabus
  - Rewrite Purpose, Goals (currently written as student outcomes), and Learning Outcomes (currently written as assignments) – Suggestions had been e-mailed to faculty by S. Cherry and K. Sell.
  - Course Assignments
    - Remove textbook readings
    - Discussions – Omit reference to introductory discussion since it is not graded. Clarify (4 total, 3 graded – 20 points each) to reflect 3 graded discussion forums – Discussions 1 and 2 are worth 20 points each, and Discussion 3 is worth 50 points.
  - Grade Assignment
    - Reverse the order in which Online Tutorial and Discussions are listed so it follows the order of presentation in Course Assignments.
  - Grading Scale
    - F = below 68
  - Attendance Policy – Review to make sure the policy adheres to the guidelines presented in instructions for syllabus/online courses.

Michelle Johnson had already revised purpose, goals, and learning outcomes based on reviewer feedback. The proposed changes were reviewed by UCC members during the meeting.

Suzanne Smith moved to accept the proposal pending the proposed changes with return to the UCC chair for approval. Shirley Cherry seconded. The committee unanimously approved the motion.

— *New Course: CSCI 4407 Advanced Networking Concepts*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_9&FormID=6&Instance=8038](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_9&FormID=6&Instance=8038)

Vijay Bhuse presented an overview of the course which is currently being taught as an experimental course (27 students enrolled).

**Recommendations:**

- Snapshot
  - Semester(s) previously offered experimentally and enrollment – Add information for experimental course offering this semester
  - Catalog Description – Delete “This course” and begin with “Examines advanced . . .”
- Syllabus
  - Catalog description – see above
  - Learning Outcomes – Change stem for undergraduate and graduate outcomes to read “At the completion of this course, the student is expected to be able to:”
  - Major Assignments and Grade Assignments – remove “Assigned Readings”
  - Bibliography – Add library resources such as e-books or databases (i.e., the ACM database)

Bill Hemphill moved to accept the proposal pending the recommended changes with return to the UCC chair for approval. J. Keith Green seconded. The committee unanimously approved the motion.

**Other Business:**

Jill LeRoy-Frazier reported on upcoming proposals for consideration by the UCC.

New courses

WMST 2110 Sex, Gender, and the Body—with originator for revisions from college curriculum committee

ARTH 4137 History of Digital Media—with department chair

ECED 4141 and 4142—with originator for revisions from college curriculum committee

ENVH 4737 Scientific Basis of Occupational and Environmental Health Standards—with department chair

Substantially Modified Courses

MUSC 1410, 1420, 2410, 2420, 2540, 3540, 3550, 4600—part of non-substantive curriculum change that is with Teacher Ed Council (5 of 8 courses associated with curriculum revisions ready for UCC; 2540, 3540, and 3550 with dean)

These proposals are now ready for consideration and will on the agenda of the February 25 meeting.

MUSC 1201/3201 Marching Band apparently not part of curriculum revision; with college committee

PMGT 4347 Economic Development Planning—with department chair

SPAN 4137 and 4147 Applied Spanish: Interpretation and Community Outreach—with library

TBR proposal

CHEM/PHARM Jumpstart—with college committee

Jill LeRoy-Frazier announced there would be a called meeting for the UCC on February 18, at 2 pm, in the Quillen Room, 4<sup>th</sup> floor, Sherrod Library. The purpose of this meeting is to fast-track review of TBR proposal for a Joint Engineering Program with Tennessee Tech

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_4a\\_8&FormID=11&Instance=8125](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_8&FormID=11&Instance=8125)

Dr. Grube announced she has retired and is now working a post-retirement contract.

A motion to adjourn was made at 3:05 p.m. by Shawna Lichtenwalner and seconded by Mark Baumgartner. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick  
UCC Secretary

Approved by UCC 2/25/15