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Undergraduate Curriculum Council Minutes

4-22-2015

2015 April 22 - Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Committee
Meeting Notes
April 22, 2015**

Members present: Joanna Anderson, Mark Baumgartner, Rhonda Brodrick, Shirley Cherry, T. Jason Davis, Julie Fox-Horton, J. Keith Green, Marsh Grube, LaDonna Hutchins, Myra Jones, Jill LeRoy-Frazier, Shawna Lichtenwalner, Effiong Otukonyong, Kim Sell, Suzanne Smith

Guests present: Alison Barton, Michael Briggs, Rosemary Geiken, Glen Howie, Steve Nash, Kathryn Sharp, Philip Wilson

The meeting was called to order at 2:05 pm by Chair Jill LeRoy-Frazier. Myra Jones was introduced. She will be replacing Karen King on the committee. Jill LeRoy-Frazier thanked the committee for its work this year.

Old Business

Shawna Lichtenwalner moved to approve the minutes from the April 8, 2015 meeting and was seconded by Kim Sell. The motion passed unanimously.

Actions by chair on behalf of committee since 4/8/2015: Returned the ECDV nonsubstantive curriculum modification and the ECED 2120 course proposal for revision; returned and subsequently approved PHED 2316 and 2523; approved SPAN 4137 and 4147

Selection of secretary and chair for 2015-16:

- J. Keith Green nominated Joanna Anderson for recording secretary. Kim Sell seconded. The election was unanimously approved.
- Shirley Cherry nominated J. Keith Green for chair. T. Jason Davis seconded. The election was unanimously approved.

New Business

- *New Course Proposal: ENGL 3132 Digital Literary Research and Writing*
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=8061

Michael Briggs provided an overview of the proposal for the new elective course.

Snapshot:

- Course similar to course(s) in other departments? Change to “yes”; Jill LeRoy-Frazier requested Dr. Briggs ask Dr. Stephen Marshall to provide an e-mail to the committee confirming there is no overlap between courses (see Addendum 1).

Syllabus:

- Purpose and goals – Strike the final bullet point under goals which pertains to intensive requirement
- Major Assignments/Grade Assignments – Major assignments states 10 blog evaluations but grade assignment lists 5 blog entries. Correct so these match.
- Attendance policy – Edit first sentence after bulleted lists to read “Students exceeding the limitations will receive an F or a **WF** if within the University policy of dropping a course.”
- Other information – Provide a link to ETSU’s academic misconduct policy

J. Keith Green moved to accept the proposal with minor edits as noted and return to the chair for approval. Suzanne Smith seconded. The motion passed unanimously.

- Non-Substantive Curriculum Change: Update History Minor

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=8243

Steve Nash provided an overview of the proposal which is needed to revise the history minor to reflect the extensive revision of the history curriculum completed this past fall. No 4XXX courses are required in the minor because the courses at the 4XXX level focus more on methodology and writing for history majors. Students minoring in history will take 3XXX courses with one course addressing each of following 3 content areas: U.S., Europe, and World history.

Recommendations:

- Change the implementation date to Fall 2016

J. Keith Green moved to approve the proposal with the noted change of implementation date. Joanna Anderson seconded. The motion passed unanimously. Jill LeRoy-Frazier will approve the proposal. Marsh Grube will change the implementation date when she receives the proposal.

- TBR Proposal: Establish a Minor in Educational Foundations

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=7272

Alison Barton provided an overview of the proposal to create an 18 hour minor with a focus on basic concepts in education leadership and skills for those not pursuing licensure.

Recommendations:

- Purpose – Create a concise explanation of the need for the minor. Mark Baumgartner suggested using the Narrative Description of Action on the CPS

snapshot because it was well written and more clearly reflected why this minor is needed.

Mark Baumgartner moved to accept the proposal with the change to the purpose then return to the chair for approval. Suzanne Smith seconded. The motion passed unanimously.

The proposal will be placed on the May 7, 2015 agenda for Academic Council. Jill LeRoy-Frazier will need the corrected proposal returned by April 30, 2015. Marsh Grube will need the approved proposal by Monday, May 4, 2015.

- *New Course Proposal: ECED 2125* (second review)*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=8253

Rosemary Geiken presented the revised course proposal for second review. All requested changes were completed.

T. Jason Davis moved to approve the proposal as submitted. Shawna Lichtenwalner seconded. The motion passed unanimously.

- *Non-Substantive Curriculum Change: Update ECDV Major* (second review)*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=7772

Rosemary Geiken presented the revised course proposal for second review

Recommendations:

- Summary of Actions – Change ECED 2120 to ECED 2125
- List newly created ETSU courses for this curriculum change - Change ECED 2120 to ECED 2125
- Correct one typo

Shirley Cherry moved to accept the proposal with the three minor editorial changes then return to the chair for approval. Shawna Lichtenwalner seconded. The motion passed unanimously.

- *Substantial Course Modification: MSCI 1210 Leadership and Personal Development*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=8265

- *Substantial Course Modification: MSCI 2110 Innovative Team Leadership*

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=8280

Glen Howie provided an overview of the proposals for MSCI 1210 and 2110. The requested modifications are based on a new curriculum issued from Army command.

Snapshot:

- Change implementation date to Fall 2016

Syllabus:

- Learning outcomes – Add a statement that explains the learning outcomes are those stipulated in the Army's new curriculum.
- Grade Assignment/Lesson Assessments (MSCI 1210 syllabus) – Specify how the 30% designated for lesson assessments will be distributed among items a – e.

Suzanne Smith moved to accept the MSCI 1210 proposal with minor changes then return to the chair for approval. Shawna Lichtenwalner seconded. The motion passed unanimously.

Kim Sell moved to accept the MSCI 2110 proposal with minor changes then return to the chair for approval. Suzanne Smith seconded. The motion passed unanimously.

In order for these changes to become effective in 2016, a proposal for a Non-substantive Curriculum Change to the MSCI minor must be submitted by Fall 2015 because the change in credits for each of these courses will affect the total number of credits required in the minor (see Addendum 2).

Other Business:

- Marsh Grube thanked Jill LeRoy-Frazier for her leadership as chair of the committee and committee members for their work this semester.
- Jill LeRoy-Frazier reported the committee reviewed all proposals submitted this academic year. Proposals that have been returned for revision will be approved as they are resubmitted by the originators. A list of pending proposals will be provided to next year's UCC chair after May 15.

A motion to adjourn was made at 3:25 p.m. by T. Jason Davis and seconded by Shirley Cherry. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick
UCC Secretary

Approved by UCC 9/23/15

Addendum 1
Thursday, April 23, 2015

Dr. Stephen Marshall's confirmation of support for ENGL3132

From: <Marshall>, Stephen William <MARSHALS@mail.etsu.edu>
Date: Thursday, April 23, 2015 at 10:02 AM
To: "Briggs, Michael S." <BRIGGSM@mail.etsu.edu>
Cc: "Leroy-Frazier, Jill A." <LEROYFRA@mail.etsu.edu>
Subject: RE: Course Proposal Concerns

Drs. Briggs & Leroy-Frazier,
I support the proposed course "'Digital Literary Research and Writing" since based on my understanding it clearly focuses on literature research.

Thanks.

[Stephen W. Marshall Ph.D.](#)
Chair
Department of Mass Communication
East Tennessee State University
423.439.7575

Addendum 2
Monday, April 27, 2015

Upon further review, it was determined MSCI 1210 and 2110 are not listed as part of the MSCI minor. They are listed earlier in the ROTC basic course information session. In light of this information, a Non-substantive Curriculum Change to the MSCI minor proposal is not necessary. The originator will need to enter "No" for Course required/planned for major, minor in requesting department on the two proposals.