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Undergraduate Curriculum Council Minutes

4-20-2016

2016 April 20 - Undergraduate Curriculum Council Minutes

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Undergraduate Curriculum Committee
Meeting Notes
April 20, 2016

Members present: Mark Baumgartner, Rhonda Brodrick, Shirley Cherry, Julie Fox-Horton, J. Keith Green, Marsh Grube, Aruna Kilaur, Kim Sell, Melissa Shafer, Suzanne Smith

Guests present: Dilshod Achilov, Glen Howie, Mike Lehrfeld, Hilary Malatino, Joe Moore, Ted Olson

The meeting was called to order at 2 pm by Chair J. Keith Green.

Old Business

Melissa Shafer moved to approve the minutes from the March 2, 2016 meeting and was seconded by Aruna Kilaur. The motion passed unanimously.

New Business

- New Course: WMST 2210 Sex, Gender, and the Body
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8053&FormID=6&WFID=3311

  Hilary Malatino provided an overview of the proposed new course.

  Snapshot: No changes were recommended.

  Syllabus: A learning outcome related to disabilities has already been added. No other changes were recommended.

  Shirley Cherry moved to accept the proposal as written. Kim Sell seconded. The committee unanimously approved the motion.

- TBR proposal: Substantial Curriculum Modification-International Affairs Minor
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8844&FormID=11&WFID=3619

  Dilshod Achilov provided an overview of the proposed modification. The changes eliminate confusion associated with course options, make the minor more cohesive yet more robust, and maintain the credits at 21 hours.

Recommendations:

- A change of title from International Studies to International Affairs is in process.
- Purpose – Add a more substantial explanation of why the revision is needed with a bulleted list of course objectives.
- Appendices A & B
  - Change the title from International Studies to International Affairs
  - Gov Pol of Russia and E Europe - Change PSCI 4957 to PSCI 3900

Suzanne Smith moved to accept the proposal with minor edits then return to the chair for approval. Mark Baumgartner seconded. The committee unanimously approved the motion.

- Substantial Course Modification: MUSC 1201 Marching Band
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8155&FormID=10&WFID=3342

Joe Moore provided an overview of the modification which will decrease course credit from 2 hours to 1 hour and bring it in line with credit awarded to other choral ensemble courses.

Snapshot:

- Catalog description: Add "repeatable for credit, maximum 6 hours" at the end of the description.
- Implementation date: Leave as Fall 2016 however registrar's office may not be able to implement this change until Fall 2017.

Syllabus:

- Grading scale – Change F to read "below 60"

Suzanne Smith moved to accept the proposal with minor edits then return to the chair for approval. Shirley Cherry seconded. The committee unanimously approved the motion.

- New Course: CSCI 4507/5507 Computer Forensics
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8685&FormID=6&WFID=3546

- New Course: CSCI 4527/5527 Ethical Hacking
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8687&FormID=6&WFID=3547

Mike Lehrfeld provided an overview of both course which are standard components of computer science curriculums and needed to maintain discipline-specific best practices. The courses will also be included in a 4-5 course certificate program which the college plans to offer in the future.

Snapshot (both courses):

- Rationale – Explain why these courses are needed (i.e., standard component of computer science curriculum, discipline-specific best practice)
- Catalog description – Remove course title and begin description with the verb "Introduces . . . ."

Syllabi:

- Catalog descriptions – Change to match the snapshot edits.
- Grade Assignments – Fix formatting to separate/space columns for clarity.
- Grading scales – Fix alignment to make it the number/grade associations clear (especially graduate scale).

Suzanne Smith moved to accept the CSCI 4507/5507 proposal with minor edits then return to the chair for approval. Mark Baumgartner seconded. The committee unanimously approved the motion.

Kim Sell moved to accept the CSCI 4527/5527 proposal with minor edits then return to the chair for approval. Melissa Shafer seconded. The committee unanimously approved the motion.

- Substantial Course Modification: MSCI 1220 Introduction to Tactical Leadership
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8701&FormID=10&WFID=3553

Glen Howie provided an overview of the proposed modification which is to lower course credit from 3 hours to a 1 hour course to align with Army directives.

Snapshot: No changes recommended.

Syllabus: No changes recommended.

Mark Baumgartner moved to accept the proposal as written. Kim Sell seconded. The committee unanimously approved the motion.

- New Course: PHIL 4147/5147 Health Justice
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8653&FormID=6&WFID=3534

- New Course: PHIL 4177/5177 Global Justice
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&Instance=8655&FormID=6&WFID=3535

Michael Allen provided an overview of both new courses. The department proposes to transition the courses from successful special topics offerings to officially approved courses.

Snapshots:

- Explain special circumstances that justify proposal for cross-listing – Remove this content and shift to rationale.
- Rationale for Proposal – Modify to say something about why courses are needed to enhance curriculum; Remove details about enrollment numbers and faculty teaching the courses.
- Prerequisites – Add "or with permission of instructor" then add this information to the catalog description

Syllabi:

- Purpose and goals – Add a bulleted list of course goals.
- Learning outcomes – There need to be separate learning outcomes for undergraduate and graduate students.
- Grade Assignment in 4147/5147 – Clarify the grading for the group presentation. Are students graded based on how well they present their sections, how well the group presents as a whole, or a combination of the two?
- Grading scales – Change the F criteria on undergraduate and graduate scales to read "below xx" rather than 0 – xx
- Classroom attendance/active class participation in 4147/5147 – Clarify how the students are losing points (i.e., missing class, submitting an unsatisfactory journal entry, both?)

Suzanne Smith moved to accept both proposals with the proposed changes then return to the chair for approval. Kim Sell seconded. Since these proposals originated from his department and to avoid a potential ethical conflict, Keith Green requested another member of the committee approve the revisions when the proposal is returned. The committee unanimously approved the motion. Keith Green will contact a committee member for approval once the proposals are returned to him.

- New Course: APST 3540 Stereotypes and Appalachia: History and Cultural Impact
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_4a_1&FormID=6&Instance=8682

Ted Olson provided an overview of the proposed course which has been taught three times as an experimental course with steady enrollments.

Snapshot:

- Course Title – A suggestion was made to consider changing the title to "Stereotypes and Identity in Appalachia: History and Cultural Impact"

Syllabus:

- Grading Scale – Change criteria for F to read "Below 60"

Kim Sell moved to approve the proposal with the change to the grading scale and possible title change then return to the chair for approval. Shirley Cherry seconded. The committee unanimously approved the motion.

Other Business:

- UCC will meet next week (April 27) at 2 pm to review proposals coming from business (1 new course, 5 TBR) and any proposals submitted with a proposed implementation date of Fall 2016.
- Leadership for 2016-17: deferred to April 27 meeting

A motion to adjourn was made at 3:45 p.m. by Mark Baumgartner and seconded by Suzanne Smith. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick
Recorder for 4/20/16 meeting