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Undergraduate Curriculum Council Minutes

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9-14-2016

### 2016 September 14 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee  
Meeting Notes  
September 14, 2016**

**Members present:** Rhonda Brodrick, Michelle Chandley, Shirley Cherry, Julie Fox-Horton, LaDonna Hutchins, Keith Green, Marsh Grube, Aruna Kilaru, Billie Lancaster, Theresa McGarry, Melissa Shafer, Suzanne Smith

**Members absent:** Joanna Anderson, Mark Baumgartner, T. Jason Davis, Kim Sell (had to leave at 3 for CON meeting)

**Guests present:** Wesley Buerkle, Ruth Facun-Granadozo

The UCC meeting was called to order at 3 p.m. by Chair Keith Green after a meeting from 2 – 3 pm with college curriculum committee chairs led by Dr. Grube.

**Old Business**

Aruna Kilaru moved to approve the April 27, 2016 minutes and was seconded by Shirley Cherry. The motion passed unanimously with one abstention. (Theresa McGarry was not a committee member in April.)

**New Business**

Volunteer to attend Academic Council Meetings (Fall Semester, 2016)

Suzanne Smith volunteered to attend Academic Council meetings at 8:15 am on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month. She will be responsible for:

- introducing any proposals brought forward from the UCC then motioning for approval.
- reporting back to the committee actions taken at Academic Council.

— *Non-substantive Curriculum Change: Communication Studies Major (Arts and Sciences)*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=17&Instance=4727](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=4727)

Wesley Buerkle provided an overview of the proposal. Students transferring to ETSU from other colleges are losing 3 credits in the transfer process. This proposal would allow transfer students 9 credit hours at the 1000/2000 level rather than 6 credit hours which in turn would allow them to count all credits

when transferring to ETSU. There are no new or modified courses associated with this proposal.

Recommendations:

- Rationale for Proposal – identify AS as Associate in Science

Suzanne Smith moved to accept the proposal pending the requested editorial change related to AS. The proposal is to be returned to the UCC Chair for final approval. Aruna Kilaru seconded. The motion passed unanimously.

—*Non-substantive Curriculum Change: Communication Studies Minor (Arts and Sciences)*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=17&Instance=8884](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=8884)

Wesley Buerkle provided an overview of the proposal change for the minor. There are 21 hours in the minor. With this change, 9 of 21 credit hours will be at the 3000/4000 level. Policy related to designation of a minor specifies a minimum of 18 credit hours with 9 at the 3000/4000 level.

Recommendations:

- Rationale for Proposal – identify AS as Associate in Science

Suzanne Smith moved to accept the proposal pending the requested editorial change related to AS. The proposal is to be returned to the UCC Chair for final approval. Shirley Cherry seconded. The motion passed unanimously.

—*Non-Substantive Curriculum Change: Early Childhood Development (ECED) (Education)*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=17&Instance=8765](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=8765)

Ruth Facun-Granadozo provided an overview of the proposal. The proposal would replace CUAL 4517 (Math Methods for Early Childhood) with ECED 4451 (Foundations of Mathematics Instruction & Assessment for Pre-K-3).

Recommendations:

- Rationale for Proposal – Revise to explain how changing from CUAL 4517 to ECED 4451 better aligns with curriculum goals or how this change will strengthen/improve the curriculum.
- Summary of Actions – Remove the final two sentences beginning with “Note:” and ending with “this course.”

- List Newly created ETSU courses for this curriculum change: Remove ECED 4551 and put N/A

**Other Actions:**

- Billie Lancaster will verify the correct degree and concentration names that should appear on this proposal. She will e-mail Lynda Sharp with this information.
- Keith Green will request a letter from Karin Keith, Department of Curriculum and Instruction, verifying she is aware of the proposed change.

Suzanne Smith motioned to return the proposal for the recommended changes. The proposal will then return to the committee for final approval. Theresa McGarry seconded. The motion passed unanimously.

**Other Discussion:** None

A motion to adjourn was made at 3:45 p.m. by Theresa McGarry and seconded by Shirley Cherry. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick  
UCC Secretary

**Addendums to Minutes:**

- Billie Lancaster e-mailed Lynda Sharp “The concentration name is Early Childhood Development – not Education. The catalog has been corrected.” (see attached e-mail)
- Dr. Lori Meier, Curriculum and Instruction, supports ECED curriculum change proposal stating ECED 4451 has a different purpose than a similar course in her department (see attached e-mail).

Approved by UCC 09/28/16

Re: ECDV

Sharp, Lynda Kathryn

Wed 9/14/2016 4:24 PM

To: Lancaster, Billie <LANCASTB@mail.etsu.edu>; Green, Joe Keith <GREENJ@mail.etsu.edu>;

Cc: Grube, M. Marshall <GRUBE@mail.etsu.edu>; Hutchins, LaDonna A. <HUTCHINL@mail.etsu.edu>; Brodrick, Rhonda L. <BRODRICK@mail.etsu.edu>;

Thank you!

L. Kathryn Sharp, EdD  
Associate Professor  
Early Childhood Licensure Program Coordinator  
Department of Early Childhood Education  
Claudius G. Clemmer College of Education  
East Tennessee State University  
Box 70548  
Johnson City, TN 37614-1707  
Office: (423) 439-7608 (423) 439-7608 Fax: (423) 439-7390  
Office 208  
E-mail: [sharpk@etsu.edu](mailto:sharpk@etsu.edu)

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**From:** Lancaster, Billie  
**Sent:** Wednesday, September 14, 2016 4:23:34 PM  
**To:** Green, Joe Keith; Sharp, Lynda Kathryn  
**Cc:** Grube, M. Marshall; Hutchins, LaDonna A.; Brodrick, Rhonda L.  
**Subject:** ECDV

The concentration name is Early Childhood Development – not Education. The catalog has been corrected. I apologize for the mistake.

Billie Lancaster

Re: ECDV - Brodrick, Rhonda L.

<https://outlook.office.com/owa/?viewmodel=ReadMessageItem&Item...>

Information Research Technician 2

O) 423.439.4366

(F) 423.439.6604

[lancastrb@etsu.edu](mailto:lancastrb@etsu.edu)



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## FW: New math course proposal for ECED

Green, Joe Keith

Thu 9/15/2016 8:11 AM

To: Brodrick, Rhonda L. <BRODRICK@mail.etsu.edu>; Grube, M. Marshall <GRUBE@mail.etsu.edu>;

Importance: High

Rhonda, Marsh,

Below is the letter about EDED 4451, which was the subject yesterday of a curriculum change in Early Childhood development. I'm assuming both of you got the e-mail from Billie Lancaster clarifying the name of the program that is being modified. (I will also forward, if you didn't get it, so that it can be added to the minutes of the NEXT meeting, along with the letter from Meier—assuming that is when the proposal will come back to the full committee. Keith

**From:** <Sharp>, Lynda Kathryn <[SHARPLK@mail.etsu.edu](mailto:SHARPLK@mail.etsu.edu)>

**Date:** Wednesday, September 14, 2016 4:15 PM

**To:** ETSU <[GREENJ@mail.etsu.edu](mailto:GREENJ@mail.etsu.edu)>

**Subject:** Fw: New math course proposal for ECED

Dr. Green,

Thank you for all the feedback from the committee. I have attached the note from the former CUAJ chair. They have a different chair now, but at the time I submitted the proposal, Dr. Meier held the position.

Thanks,

Kathryn

L. Kathryn Sharp, EdD

Associate Professor

Early Childhood Licensure Program Coordinator

Department of Early Childhood Education

Claudius G. Clemmer College of Education

East Tennessee State University

Box 70548

Johnson City, TN 37614-1707

Office: (423) 439-7608 (423) 439-7608 Fax: (423) 439-7390

Office 208

E-mail: [sharpk@etsu.edu](mailto:sharpk@etsu.edu)

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[/default.aspx](#). Enrolling now! Or for students who already have a master's degree, please check out our **doctoral program** in Early Childhood, one of only 14 Early Childhood PhD programs in the country! For more information visit <http://www.etsu.edu/coe/teachlearn/eced/doctoral/default.aspx>.

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**From:** Meier, Lori T.  
**Sent:** Wednesday, December 2, 2015 1:18 PM  
**To:** Sharp, Lynda Kathryn  
**Subject:** Re: New math course proposal for ECED

Hi Kathryn,

Is an email statement (like the one below) sufficient or do you need a formal letter? Please let me know if this is what the committee was looking for. I do not have much experience with their expectations.

To members of the undergraduate committee:

Dr. Kathryn Sharp, as the undergraduate program coordinator for PreK-3 in the Department of Teaching and Learning, has shared with me the desire (and proposed syllabus) to create a new course, *ECED 4451 Principles of Differentiated Mathematics Instruction and Assessment for PreK-3*, to be included in a program of study specific to Early Childhood. Although I have received feedback from some faculty that are concerned it will have a strong impact on the enrollment of our current content methods-based course (offered as part of the current PreK-3 program and sometimes taken by CUA students), *CUAI 4517/5517 Mathematics for Early Childhood*, I am aware and understanding of the rationale that the Department of Early Childhood seeks to pursue this new course proposal. I have spoken with their chair, Dr. Evanshen about the concerns earlier in the semester. Overall, I do not oppose their seeking approval of this course proposal that is tailored to the mission and vision of their department as early childhood specialists. Perhaps there will be opportunities for our future students (and possibly graduate students, if it is dually listed) to participate in the course in the future.

Best,  
Dr. Lori Meier

Dr. Lori T. Meier  
Associate Professor & Interim Department Chair  
Graduate Program Coordinator, Master of Education in Elementary Education  
Department of Curriculum & Instruction  
Clausius G. Clemmer College of Education  
Box 70684  
Johnson City, TN 37614-1709  
Office: 406 Warf-Pickel Hall  
Office Phone: (423) 439-7584  
Email: [meier@etsu.edu](mailto:meier@etsu.edu)