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Undergraduate Curriculum Council Minutes

11-30-2016

2016 November 30 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

Recommended Citation

Undergraduate Curriculum Committee
Meeting Notes
November 30, 2016

Members present: Joanna Anderson, Mark Baumgartner, Rhonda Brodrick, Michelle Chandley, T. Jason Davis, Julie Fox-Horton, Keith Green, Marsh Grube, LaDonna Hutchins, Billie Lancaster, Theresa McGarry, Evelyn Roach, Melissa Shafer, Kimberly Sell, Suzanne Smith

Members absent: Sheryl Burnette, Shirley Cherry, Myra Jones, Aruna Kilaru

Guests present: Wesley Buerkle, Gary Burkette, Andrea Clements, Wallace Dixon, Ellen Drummond, Marty Fitzgerald, Katrina Heil, Patsy Pampkin, Melessia Webb

The UCC meeting was called to order at 2 p.m. by Chair Keith Green.

Old Business

Kim Sell moved to approve the November 9, 2016 minutes with one editorial change. Suzanne Smith seconded. Joanna Anderson abstained. The remaining members voted in approval.

New Business

-New Course Proposal: ACCT 3320: Information Technology for Accounting
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=9010

Gary Burkette introduced the accounting proposals (two new course, one non-substantive curriculum change).

Snapshot:
  * Rationale – Add the name of the accrediting organization requiring the new standard
  * Catalog description – Edit to read "Focuses on business productivity software applications . . . ."

Syllabus:
  * Purpose and goals – Rewrite the goals to reflect the departmental objectives for the course by deleting "illustrate and demonstrate the" from each goal bullet

- Attendance
  - Correct typo line 4 – "and solely **at** her/his discretion"
  - Quizzes are mentioned in the attendance section but quizzes are not represented in the major assignments or grade assignment; recommend removing reference to quizzes
- Other Information
  - Insert a link to the ETSU Syllabus Attachment
  - Change I and you wording to faculty/student

Suzanne Smith moved to accept the proposal with requested changes. The proposal is to be returned to the UCC Chair for final approval. Michelle Chandley seconded. The motion passed unanimously.

-New Course Proposal: ACCT 4320: Data Analytics for Accounting
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=9098

Snapshot:
- Rationale – Add the name of the accrediting organization requiring the new standard

Syllabus:
- Purpose and goals – Rewrite the goals to reflect the departmental objectives for the course
- Major Assignments – Add "equally weighted" beside homework assignments
- Attendance - Correct typo line 4 "and solely **at** her/his discretion"
- Other Information
  - Insert a link to the ETSU Syllabus Attachment
  - Change I and you wording to faculty/student

Suzanne Smith moved to accept the proposal with requested changes. The proposal is to be returned to the UCC Chair for final approval. Jason Davis seconded. The motion passed unanimously.

-Non-Substantive Curriculum Change: Accountancy
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=9037

Recommendations:
- Rationale – Add detail on the need to make the change to meet accreditation standards; Include the name of the accrediting body, links to the accreditation standard, and/or any supportive documentation

Suzanne Smith moved to accept the proposal with requested change to the rationale. The proposal is to be returned to the UCC Chair for final approval. Jason Davis seconded. The motion passed unanimously.

-Non-Substantive Curriculum Change: Digital Media B.S.
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=9077

Marty Fitzgerald provided an overview of the proposal.

Recommendations: None

Melissa Shafer moved to accept the proposal as written. Jason Davis seconded. The motion passed unanimously.

-TBR Proposal: Nursing: **Admission**/*Retention/Graduation Policy Change*
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=9165

Ellen Drummond provided an overview of the proposal.

Recommendations:
- Snapshot
  - Narrative Description of Action – eliminate "of" (recruited of to the nursing)
- Proposal
  - Need/Rationale – Add information to clarify why an ACT score of 29 was established as the standard (i.e., Data analysis of incoming scores indicated . . . .)

Suzanne Smith moved to accept the proposal with requested changes. The proposal is to be returned to the UCC Chair for final approval. Julie Fox-Horton seconded. The motion passed unanimously.

-New Course: SPCH 4327/5327: *Popular Communication*
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=8868

Review of this course was tabled at the November 9, 2017, meeting because of questions pertaining to course overlap. Dr. Buerkle was asked to contact the Department of Media and Communication for a letter of support. Dr. Stephen Marshall provided the requested documentation (see addendum).

Kim Sell moved to bring the proposal out of tabled status for review. Suzanne Smith seconded. The motion passed unanimously.

Snapshot:
- Prerequisites
    - change departmental to instructor
    - add (UG) beside SPCH 2330 or instructor approval
    - indicate there are no prerequisites for graduate students
- Contact information for similar courses – delete "and copied in other information" from the final sentence

Syllabus:
- Purpose and goals
    - Goal Bullet 1 – correct spacing in intersectionally
    - Goal Bullet 2 – currently a student learning outcome/reword to reflect a departmental perspective
- Learning Outcomes – a separate set of learning outcomes is required for graduate students
- Major Assignments – TV Journals – change arguemnts to arguments
- Grading Scale – Replace < in both F categories with "below"
- Attendance – change you/me wording to "faculty" and "student"
- Other information
    - Insert academic misconduct policy
    - Insert link to University Syllabus Attachment
    - Remove all course overlap documentation

Suzanne Smith moved to accept the proposal with requested changes. The proposal is to be returned to the UCC Chair for final approval. Jason Davis seconded. The motion passed unanimously.

-TBR Proposal: Policy Revision: Foreign Language Placement
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=9004

Katrina Heil provided an overview of the proposal.

Recommendations:
- Cover page and page 2 – Change the title of the proposal to "Policy Revision: Foreign Language Placement"
- Purpose – Move the final two sentences (This exam . . . . . efficient advising." and use them to complete the impact section
- Impact – Move the information in this section to the Need/Rationale section

Suzanne Smith moved to accept the proposal with requested changes. The proposal is to be returned to the UCC Chair for final approval. Mark Baumgartner seconded. The motion passed unanimously.

-TBR Proposals: Psychology: New Concentration in Pre-med/Neuro-psych, Deletion of cognitive sciences concentration:
http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=9083

Andrea Clements provided an overview of the proposal which adds one new concentration in psychology and terminates two low interest concentrations.

Recommendations:
- Expected learning outcomes for the pre-med/neuroscience concentration
    - Bullet 2 – remove "be prepared to"
    - Bullet 4 – remove "deep"

Suzanne Smith moved to accept the proposal with minor edits to the learning outcomes. The proposal is to be returned to the UCC Chair for final approval. Theresa McGarry seconded. The motion passed unanimously.

Other Discussion:

Keith Green reported there are currently four proposals in the UCC Inbox which are waiting for accompanying TBR proposals. There are no other pending proposals at this time.

A motion to adjourn was made at 3:35 p.m. by Suzanne Smith and seconded by Joanna Anderson. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick
UCC Secretary

Approved by UCC 2/8/17

Addendum regarding New Course Proposal: SPCH 4327

Wesley,

As I previously said I see no significant duplication. However, I would like to insist on course catalog description clarification since the course title is quite vague. The reasoning you previously stated in your response to me,
"the content is fairly different if for no other reason than the (MCOM) emphasis is so heavily empirical and media effects oriented, which I only reference in the course once as a matter of comparison, versus the critical/feminist/humanistic approach I use" should be used to explain the difference.

I cannot find your catalog entry in CPS to make a simple suggestion but if I were to use your syllabus goals/learning outcomes perhaps it could be phrased like:

This course uses a critical/feminist/humanistic approach to examine images in television and film to learn about and critically reflect on how culture is communicated through media. Emphasis is placed on the ways media presents gender, sexuality, race, and class and how those images maintain or challenge discourses of power.

Let me know what you think. I appreciate your cooperation.

Stephen W. Marshall Ph.D.
Chair
Department of Media and Communication
East Tennessee State University