

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Undergraduate Curriculum Council Minutes

---

9-13-2017

### 2017 September 13 - 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, "2017 September 13 - Undergraduate Curriculum Council Minutes" (2017). *Undergraduate Curriculum Council Minutes*. 134.  
<https://dc.etsu.edu/ucc-minutes/134>

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  
September 13, 2017**

**Members present:** Rhonda Brodrick, Michelle Chandley, Shirley Cherry, Jason Davis, Laura Dower, Julie Fox-Horton, Don Good, Marsh Grube, LaDonna Hutchins, Myra Jones, Theresa McGarry, Arpita Nandi, Evelyn Roach, Kimberly Sell, Melissa Shafer, Suzanne Smith, Jennifer Young

**Members absent:** Sheryl Burnette, Billie Lancaster

**Guests present:** Michelle Lee, Lynn Williams

The UCC meeting was called to order at 2 p.m. by Chair Kim Sell.

**Old Business**

Theresa McGarry moved to approve the April 26, 2017 minutes. Suzanne Smith seconded. The motion passed unanimously.

Theresa McGarry moved to approve the September 6, 2017 minutes. Suzanne Smith seconded. The motion passed unanimously.

**New Business**

The committee reviewed 11 new course proposals in preparation for a proposal to establish a new BS in Rehabilitation Health Sciences. Lynn Williams provided an overview of the new degree which is designed to prepare students for graduate programs in rehabilitation professions (audiology, physical therapy, occupational therapy, speech therapy).

The recommendations listed below pertain to all 11 course syllabi reviewed at the meeting. Additional course-specific recommendations will be addressed under individual course headings.

Snapshot and Syllabus:

- Identify all abbreviations (i.e., ICF, SOAP)
- Search for “will” and revise to eliminate especially in the catalog descriptions

Snapshot:

- Academic Justification – Revise to specify why this course is needed in the new degree program. Why is this course a critical component of the new degree?

- Prerequisite(s) – List specific courses as prerequisites
- Course similar to other course(s) in other departments – If there is a similar course, mark yes. Letters confirming lack of duplication must be secured from the appropriate departments and submitted to the UCC chair. UCC members recommended contacting the Department of Health Sciences since several courses appear similar to courses already offered at ETSU.

#### Syllabus:

- Academic Purpose – cannot restate the catalog description; needs to explain why the department needs this course or how this course contributes to the curriculum
- Academic Goals – often read as student learning outcomes; should reflect what the department want to achieve through this course
- Major Assignments
  - wording often shifts between quiz, test, and exam; use consistent language
  - when referring to the mixture of question types on a quiz or exam, change the wording from “and” to “or”
  - clarify APA format is required throughout paper rather than only in certain sections of the paper
- Grading Scale
  - Assignments are discussed in points; grading scale is in percent; consider adding a point scale in addition to the percent scale
  - The F category should read “Below 68%”; if a point scale is added, F should read “Below xx points” using the lowest possible D value
- Required Text(s) or Material(s) – Need to be in APA format across syllabi
- Academic Misconduct – Need to add specific consequences for misconduct in this course; not sufficient to copy and paste ETSU policy into this box
- Bibliography – References need to be in APA format across syllabi
- Other Information
  - Leave the information on the University Syllabus Attachment
  - add anything else that would be specific to the individual course (not all courses)

#### ***-New Course: ALHE 3050: Culture and Disability in Rehabilitative Sciences***

#### Snapshot:

- Course Title – Consider changing the title to reflect both ALHE and RHSC interests

#### Syllabus

- Academic Goals – change from student outcomes to course goals from the department’s perspective
- Learning Outcomes
  - Outcome 1 – change understanding to awareness
  - Outcome 4 – add missing word communication

- Outcome 9 – written as a student assignment; change action to develop or define
- Attendance Policy – clarify how participation will be evaluated

**-New Course: RHSC 3000: Introduction to the Rehabilitative Professions**

Snapshot:

- Catalog Description – change its to their
- Course similar to other course(s) in other departments – Clarify if there is course overlap with HSMP 2100 Health systems and HSMP 3200 Health Services Administration

Syllabus

- Academic Purpose – review to read “is to provide an overview”
- Major Assignments – item 3 check wording “all three boards will be earn” and lack of pronoun agreement with each/their
- Attendance Policy – Specify consequences for missing classes

**-New Course: RHSC 3100: Neurological Principles in Rehabilitative Sciences**

Snapshot:

- Prerequisites – remove the name of the course
- Course similar to other course(s) in other departments – Clarify if there is course overlap with HSCI 4067 Neurology

Syllabus:

- Academic Goals – goal 1 reword “reinforce students”
- Learning Outcomes – outcome 2 check wording

**-New Course: RHSC 3200: Interprofessional Practice in Healthcare**

Snapshot:

- Catalog description – change develop to introduces

**-New Course: RHSC 3300: Medical Classification in Rehabilitative Sciences**

Snapshot:

- Catalog Description
  - change provide to provides and advance to advanced
  - reword to read “Introduction to the core terminology of rehabilitation related to”
- Course similar to other course(s) in other departments – Clarify if there is course overlap with COBH 2750 Medical Terminology

Syllabus:

- Learning Outcomes
  - Consider consolidating to decrease the number; 2-5 and 8 are very similar
  - Eliminate understand
  - Define SOAP

**-New Course: RHSC 3600: Ethics in Rehabilitative Sciences**

Snapshot:

- Course similar to other course(s) in other departments – change from no to yes; provide a copy of letter from Dr. MacAvoy confirming no overlap with HSMP 3210 Legal and Ethical Issues in Healthcare

Syllabus:

- Academic Goals – define ICF
- Learning Outcomes
  - Consider consolidating outcomes 1, 2, 3
  - Outcome 4 – recognize; may need to reword for clarity
  - Outcomes 10, 11, 12 read like student assignments
- Major Assignments
  - Group Presentation, Item 1 – revise wording for clarity (Select, compare and contrast two professions specific Codes of Ethics)
  - Class Participation –
    - eliminate which; Since much of the learning occurs in small group activities, case studies
    - change rational to rationale

**-New Course: RHSC 3750: Introduction to Technology & Rehabilitation**

Snapshot:

- Course similar to other course(s) in other departments
  - change from no to yes
  - provide UCC chair with a copy of the syllabus for SPED 3445 Assistive Technology
  - UCC chair will distribute syllabi to members so issue of duplication can be addressed at next meeting

Syllabus:

- Learning Outcomes – item 8 change understanding to describe

**-New Course: RHSC 3800: Clinical Reasoning in Rehabilitative Sciences**

Syllabus:

- Major Topics – define ICF

***-New Course: RHSC 4100: Rehabilitative Disabilities Across the Lifespan***

Snapshot:

- Course similar to other course(s) in other departments – change from no to yes; provide a copy of letter from Dr. Wallace Dixon confirming no overlap

Syllabus:

- Major Assignments – group presentation eliminate related (assigned to groups to investigate)

***-New Course: RHSC 4200: Administrative Principles in Rehabilitation Management***

Syllabus:

- Major Assignments
  - 2<sup>nd</sup> sentence – change can “range from” to can “include”
  - Leader Development Plan – description of first draft and final draft is repetitive; consider revising to decrease repetition

***-New Course: RHSC 4300: Measurement and Assessment in Rehabilitation***

Snapshot:

- Catalog Description – define ICF

Syllabus:

- Learning Outcomes – review item 6; how will this outcome be measured?
- Major Assignments – remove will

Shirley Cherry moved for the UCC Chair to reject all proposals including the remaining three new course proposals attached to the new degree. The proposals will be returned to the originator(s) for revision then return to the UCC for approval. Theresa McGarry seconded. The motion passed unanimously.

A motion to adjourn was made at 3:40 p.m. by Theresa McGarry and seconded by Melissa Shaffer. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick  
UCC Secretary

Approved by UCC 9/27/17