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**Undergraduate Curriculum Committee
Meeting Notes
September 27, 2017**

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

Members absent: Sheryl Burnette, LaDonna Hutchins, 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

Suzanne Smith moved to approve the September 13, 2017 minutes. Theresa McGarry seconded. The motion passed unanimously.

At the 9/13/2017 meeting, the committee reviewed 11 new course proposals in preparation for a proposal to establish a new BS in Rehabilitation Health Sciences. All proposals were returned to the originator for changes; they are now coming back to UCC for second review.

The following recommendation pertains to all 14 course syllabi reviewed at the meeting.

Syllabus

- Academic Misconduct Policy – Remove the reference to Tennessee Board of Regents in the ETSU Honor Code section; Rewrite to “In support of the ETSU Honor Code, students who are (outline specifics related to course/student consequences)”

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

Snapshot:

- Course Description – change recognize to explore

Syllabus

- Required Readings – enter N/A
- Bibliography –APA format is still incorrect

Suzanne Smith moved to accept the proposal with recommended edits. Julie Fox-Horton seconded. The motion passed unanimously.

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

Snapshot:

- Course duplication issue has not been resolved with HSMP 2100 and 3200; Dr. Amal Khoury has been contacted but has not responded

Suzanne Smith moved to table the proposal until documentation is available to resolve course duplication issue. Jason Davis seconded. The motion passed unanimously.

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

Snapshot:

- Catalog Description – Eliminate “This course” and begin with “Builds on”
- Course Duplication with HSCI 4067 – Attach documentation to the proposal from Dr. Ranjan Chakraborty confirming there is no duplication

Syllabus:

- Major Assignments – Under quizzes, edit the next to last sentence to read “The Respondus features are activated”

Suzanne Smith moved to accept the proposal with recommended edits. Julie Fox-Horton seconded. The motion passed unanimously.

-New Course: RHSC 3200: Interprofessional Practice in Healthcare

Suzanne Smith moved to accept the proposal with recommended edit to the Academic Misconduct Policy. Shirley Cherry seconded. The motion passed unanimously.

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

Snapshot:

- Course Duplication with COBH 2750 – Attach documentation to the proposal from Dr. Debbie Slawson confirming there is no duplication

Shirley Cherry moved to accept the proposal with recommended edits. Arpita Nandi seconded. The motion passed unanimously.

-New Course: RHSC 3600: Ethics in Rehabilitative Sciences

Syllabus:

- Major Assignments – Under Class Participation, remove “which” in the first sentence

Shirley Cherry moved to accept the proposal with recommended edits. Arpita Nandi seconded. The motion passed unanimously.

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

Snapshot:

- Course Credits – change from 3 to 4
- Course Duplication with SPED 3445 – Dr. Mims remains concerned about duplication between the two courses. The syllabi for both courses were distributed to UCC members for review.

Shirley Cherry moved the courses do not duplicate stating RHSC 3750 contains significant differences in context and application of content. Laura Dower seconded. The motion passed with Michelle Chandley, Jason Davis, Suzanne Smith abstaining.

Shirley Cherry moved to accept the proposal with recommended edits. Melissa Shaffer seconded. The motion passed unanimously.

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

Shirley Cherry moved to accept the proposal with recommended edit to the Academic Misconduct Policy. Theresa McGarry seconded. The motion passed unanimously.

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

Snapshot:

- Catalog Description – Edit to “The psychological processes . . . are presented”

Theresa McGarry moved to accept the proposal with recommended edits. Shirley

Cherry seconded. The motion passed unanimously.

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

Snapshot:

- Catalog Description – Edit final sentence to read “. . . impact, and accountability are addressed.”

Shirley Cherry moved to accept the proposal with recommended edits. Theresa

McGarry seconded. The motion passed unanimously.

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

Suzanne Smith moved to accept the proposal with recommended edit to the Academic Misconduct Policy. Laura Dower seconded. The motion passed unanimously.

New Business

-New Course: RHSC 4500: Psychosocial Aspects of Rehabilitative Sciences

Snapshot:

- Catalog Description
 - First sentence – “. . . the extent to which individuals with disabilities are able to . . .”
 - remove “will” stating “Chronic health conditions include but are not limited to . . . “

Syllabus:

- Academic Purpose and Goals
 - Goal 2 – Reword to add flexibility “Emphasize chronic conditions such as . . . developmental disabilities, and nervous system disorders”
- Learning Outcomes – Item 4 and “and” between illness, disability

Suzanne Smith moved to accept the proposal with recommended edits. Julie Fox-Horton seconded. The motion passed unanimously.

-New Course: RHSC 4700: Introduction of Research in the Rehabilitation Sciences

Snapshot:

- Academic Justification – Edit first sentence to read “. . . (EBP) in order for students to fine, evaluate . . .”
- Course Title – Change Rehabilitation to Rehabilitative
- Prerequisites – Consider adding RHSC 3100 and 3200

Syllabus:

- Academic Purpose and Goals
 - Purpose – Edit to read “apply evidence based practice in rehabilitation settings”
 - Goal 2 – Edit to read “Introduce evidence-based practice and how to utilize it in rehabilitation settings”
- Expected Learning Outcomes – Need to decrease the number; remove item 16 because it asks for understanding
- Major Assignments – Learning Activity #5 identify CAT and edit to read CAT of a topic

Suzanne Smith moved to ask the originators to 1) consider reducing the number of learning outcomes, 2) reconsider adding prerequisites for the course, and 3) make the recommended edits with the proposal returning to the committee at the next meeting. Theresa McGarry seconded. The motion passed with one abstention.

-New Course: RHSC 4800: Professional Issues in Rehabilitation Science

Snapshot:

- Academic Justification – Rewrite to reflect this is a capstone course; Last sentence should read “. . . one of 14 new courses . . .”
- Catalog Description – Rewrite to support the course is the capstone experience
- Course Title – Should indicate this is the capstone course; clarify whether “Professional Issues or Professional Seminar” if that terminology is used

Syllabus:

- Academic Purpose and Goals – More appropriate for a lower level course rather than capstone course; Rewrite to increase complexity/use stronger verbs to reflect higher level thinking
- Major Course Topics – Add more advanced concepts
- Learning Outcomes – Items 9-12 read like student assignments and should be deleted; make sure outcomes have higher level action verbs
- Major Assignments
 - Class participation appears in Item 1 and Item 8
 - Rework assignments to make sure they reflect capstone level activity and do not repeat activities from earlier courses
- Bibliography – Check APA format

Jason Davis moved to return the proposal to the originators for major revision with the proposal returning to the committee for a second review. Suzanne Smith seconded. The motion passed unanimously.

-New Academic Program – B. S. in Rehabilitative Health Sciences

Michelle Lee provided an overview of the proposal which will create a new degree option. This is a new trend in Rehabilitative Science with only about 10 degree programs nationwide.

The committee elected to begin review of the proposal recognizing there would be insufficient time to complete the process.

Current Recommendations:

- Section A
 - Complete a word search to make sure the degree title is consistent throughout the proposal
 - Rethink the title – Does it need to be Rehabilitative Health Sciences or should it be Rehabilitative Sciences?
- Section C – List only Dr. Bach; remove Dr. Bishop
- Section D – Rewrite the 2nd and 3rd paragraphs; Currently it sounds as if the only reason for this degree is to prepare for graduate school; No mention of the job potential associated with the degree for those who do not pursue graduate education
- Section E – Needs to be reworked
- Page 18 General Education Courses – RHSC 3100 has HSCI 2020/2021 and PSYC 3707 listed as prerequisites
 - In the table, the 8 credit hours listed for Natural Sciences should specifically reference HSCI 2020/2021 so it is clear these courses need to be taken
 - Section e Guided Electives – PSYC 3707 should be moved to indicate it is a required course in the major
 - Change the Guided Electives heading to read Advisor Approved Electives
- Section M – Needs to be redone

Dr. Grube recommended the proposal be tabled for one month to allow for substantive revision. Committee members were asked to forward their questions/concerns related to the proposal to the originators so they could begin working to address them in the revision process.

Summary of action on RHSC proposals

- Approved pending minor edits – ALHE 3050; RHSC 3100, 3200, 3300, 3600, 3750, 3800, 4100, 4200, 4300, 4500
- Tabled/Returning to committee – RHSC 3000 (duplication), 4700 (learning outcomes/prerequisites), 4800 (major edits), academic program proposal

The syllabi for RHSC 3000, 4700, and 4800 will be placed at the end of the agenda at the next meeting. The committee will move forward to address pending proposals from other programs on campus. The academic program proposal will not return to the committee until late October to give time for revisions to be completed.

A motion to adjourn was made at 3:55 p.m. by Suzanne Smith and seconded by Laura Dower. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick
UCC Secretary

Approved by UCC 10/11/17