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Undergraduate Curriculum Council Minutes

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10-10-2018

### 2018 October 10 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee  
Meeting Notes  
October 10, 2018**

**Members present:** Rhonda Brodrick, Michelle Chandley, Shirley Cherry, Tabitha Fair, Julie Fox-Horton, Casey Gardner, Don Good, Marsh Grube, LaDonna Hutchins, Scott Koterbay, Arpita Nandi, Tony Pittarese, Evelyn Roach, Kimberly Sell, Melissa Shafer

**Members absent:** T. Jason Davis, Myra Jones, Theresa McGarry, Jessica Miller, Jennifer Young

**Guests present:** Tina Hudson

The UCC meeting was called to order at 2:20 p.m. by Shirley Cherry.

**Old Business:**

Melissa Shafer moved to approve the September 12, 2018 minutes. Kim Sell seconded. The motion passed unanimously.

***-Non-substantive Curriculum or Minor Revision: BSPH Core and Concentration***

Shirley Cherry followed-up with Dr. Grube to clarify the following items:

- Number of Courses Modified – Change 4 to 0
- Number of Courses Added: Change 0 to 2
- Number of Courses Deleted: Change 0 to 2

**New Business**

***-New Course Proposal: SPED 4581 Residency II Seminar in Special Education***

Tina Hudson provided an overview of the proposed new course which is designed to increase marketability of the program graduates.

Snapshot: Well done. No changes required.

Syllabus:

- Academic Misconduct Policy – ETSU's policy should not be copied/pasted into this blank. The question to be answered is "What happens in this class if academic misconduct occurs?"
  - Edit to "Academic dishonesty in this course results in one or more of the following consequences: failure of the assignment, failure of the course, and/or disciplinary action by ETSU."

Tony Pittarese motioned to accept the proposal with the edit to Academic Misconduct. Kim Sell seconded. The motion passed unanimously.

Dr. Hudson will work with Dr. Grube to make this change in Curriculog. Dr. Grube told UCC members when the number of credits for a course are changed, Financial Aid must be notified. Dr. Grube asked Dr. Hudson to make sure Financial Aid had been notified the change in credit hours for SPED 4581.

### ***-New Course Proposal: SPED 4755 Assessment and Programming for Students with Exceptional Learning Needs***

Tina Hudson provided an overview of the course proposal which combines SPED 4470 and SPED 4753. Michelle Chandley provided feedback to the originator prior to the meeting; Dr. Hudson brought revisions to the meeting based on Dr. Chandley's feedback.

#### **Snapshot:**

- Prerequisite: Add SPED 2300 (done)

#### **Syllabus:**

- Academic Purpose and Goals - Although combining 2 courses, 11 goals for 3 credit hour course is too many
  - Revise to decrease number of goals
  - Goal 2 – change develop to developing
  - Use of period at the end of the goal statements is inconsistent – either use them after all or do not use them at all
    - UCC reviewed the revised purpose statement with 6 goals; Changes approved
- Learning Outcomes – 11 learning objectives and several replicate course goals
  - Revise learning outcomes 1 and 6 to be specific to the discipline
  - Reduce number learning outcomes and make them distinctive from course goals
    - UCC reviewed the revised learning outcomes; Changes approved
- Major Assignments, Exams, and Grade Weight Values – assignments difficult to follow in terms of clarity and grade-weight values
  - Reorganize assignments so student expectations are clear
  - Make sure grade-weight values are appropriate and total 100%
  - UCC reviewed the revised major assignments which decreased the number of assignments by 1, increased clarity, and were appropriately weighted; Changes approved
- Attendance Policy – There is lack of agreement in how late assignments will be managed according to the attendance policy and the information about

- late assignments found in Other Information. The final sentence under Attendance Policy was removed. (done)
- Academic Misconduct Policy – Edited to “Academic dishonesty in this course results in one or more of the following consequences: failure of the assignment, failure of the course, and/or disciplinary action by ETSU.” (done)

Michelle Chandley motioned to accept the proposal once the proposed changes reviewed by the UCC were entered into Curriculog. Don Good seconded. The motion passed unanimously. Dr. Hudson will work with Dr. Grube to make the edits in Curriculog.

### ***-Substantive Revision of a Degree: B.S. Special Education***

#### **Recommendations:**

- Proposed Curriculum Components
  - Change General Education to 41-42 (done)
  - Change Free Electives to 1-2 (done)
- Current and Proposed Program of Study
  - Change Free Electives to 1-2 (done)
- New Course Information
  - SPED 4755 – Add Prerequisite: SPED 2300 (done)
  - SPED 4581 – Add Prerequisite: SPED 4710 and Corequisite: SPED 4580 (done)

Scott Koterbay motioned to accept the proposal with the changes made as the proposal was reviewed. Tony Pittarese seconded. The motion passed unanimously.

#### **Other Discussion**

- There are 3 proposals outstanding related to the SPED curriculum changes: Minor in Special Education and 2 Termination of an Academic Program/Concentration. These will be reviewed at the 10/24/18 UCC Meeting.

A motion to adjourn was made at 3:30 p.m. by Tony Pittarese and seconded by Scott Koterbay. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick  
UCC Secretary

Approved by UCC 10/24/18