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Undergraduate Curriculum Council Minutes

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### 2019 January 23 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee  
Meeting Notes  
January 23, 2019**

**Members present:** Rhonda Brodrick, Michelle Chandley, Shirley Cherry, T. Jason Davis, Tabitha Fair, Julie Fox-Horton, Casey Gardner, Don Good, Marsh Grube, LaDonna Hutchins, Scott Koterbay, Theresa McGarry, Jessica Miller, Arpita Nandi, Tony Pittarese, Evelyn Roach, Melissa Shafer, Jennifer Young

**Members absent:** Myra Jones, Kimberly Sell

**Guests present:** Junko Arnold, Janet Green, Alan Holmes, Claudia Kozinetz, Aimee Rowe, Deborah Slawson, Mike Stoots, Katherine Weiss

The UCC meeting was called to order at 2:00 p.m. by Shirley Cherry.

**Old Business:**

Theresa McGarry moved to approve the December 12, 2018 minutes. Tony Pittarese seconded. The motion passed unanimously.

**- Substantial Modification: COBH 2950 Disaster Response Training (2<sup>nd</sup> Review)**

- Revisions requested during 12/12/18 meeting were reviewed and approved.

Scott Koterbay motioned to approve the course proposal pending the approval of the minor in emergency/disaster response management proposal. Tony Pittarese seconded. The motion passed unanimously.

**- New Course Proposal: COBH 3950 Emergency and Disaster Preparedness for Organizations & Systems (2<sup>nd</sup> Review)**

- Prior to the meeting, Shirley Cherry corrected 2 grammatical errors noted by Theresa McGarry.
- Revisions requested during 12/12/18 meeting were reviewed and approved.
- The grading scale was corrected to read Below 68% and below 408 points. (done)

Tony Pittarese motioned to approve the course proposal with the minor edits completed during the meeting and pending the approval of the minor in emergency/disaster response management proposal. Tabitha Fair seconded. The motion passed unanimously.

**- Substantial Modification: EPID 3010 Accident Prevention (2<sup>nd</sup> Review)**

- The academic justification was edited to read “relocated to Community and Behavioral Health Department” (done)
- Revisions requested during 12/12/18 meeting were reviewed and approved

Tony Pittarese motioned to approve the course proposal with the minor edit to the academic justification completed during the meeting and pending the approval of the minor in emergency/disaster response management proposal. Scott Koterbay seconded. The motion passed unanimously.

**- New Course Proposal: EPID 4400 Epidemiologist: Roles and Responsibilities (2<sup>nd</sup> Review – new course title)**

- Revisions requested during 12/12/18 meeting were reviewed and approved
- The Implementation Date was changed to Fall 2019 (done)

Julie Fox-Horton motioned to approve the course proposal with the minor edit to the implementation date completed during the meeting. Tony Pittarese seconded. The motion passed unanimously.

With the approval of EPID 4020 at the 12/12/18 meeting and EPID 4400 at today’s meeting, the Minor in Epidemiology proposal is now ready for final approval.

**New Business**

**- Non-Substantive Curriculum or Minor Revision: Computing – Computer Science Concentration Modification**

Tony Pitarese provided an overview of the proposal.

Recommendations:

- Final Revision: Remove the hyperlink to the Suggested Four-Year Program of Study

Jason Davis motioned to approve the proposal as written. Tabitha Fair seconded. The motion passed unanimously.

**- Non-Substantive Curriculum or Minor Revision: Computing – Computer Science Computer Core Math Change**

Tony Pitarese provided an overview of the proposal. There are no changes to the curriculum. The proposal edits how the information is presented in the catalog to clarify the information for the students.

Recommendations:

- Prior to the meeting, Shirley Cherry fixed two minor typos.
- Final Revision: Remove the hyperlink to the Suggested Four-Year Program of Study

Scott Koterbay motioned to approve the proposal with the minor edits. Jason Davis seconded. The motion passed unanimously.

***- Program Policy Revision – B.S. in Computing with a Concentration in Computer Science, Information Systems, and Information Technology; Minor in Computing Retention***

Tony Pitarese provided an overview of the proposal which clarifies ambiguity related to retake attempts.

Don Good motioned to approve the proposal as written. Arpita Nandi seconded. The motion passed unanimously.

***- New Course Proposal: JAPN 3005 Japanese Language and Culture in Japan***

Junko Arnold provided an overview of the proposal.

Syllabus

- Academic Purpose and Goals – edit goal 4 to read “for students in the areas of” (done)
- Learning Outcomes
  - Outcome 2 – change describe to discuss; change simple to common
  - Outcome 5 – edit to read “Apply learned Japanese conversation skills to critically evaluate their cultural preconceptions.”

Theresa McGarry motioned to approve the proposal with the minor edits completed in the meeting. Michelle Chandley seconded. The motion passed unanimously.

A motion to adjourn was made at 3:25 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 2/13/19