

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Undergraduate Curriculum Council Minutes

---

12-11-2019

### 2019 December 11 - 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, "2019 December 11 - Undergraduate Curriculum Council Minutes" (2019). *Undergraduate Curriculum Council Minutes*. 165.  
<https://dc.etsu.edu/ucc-minutes/165>

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  
December 11, 2019**

**Members present** Rhonda Brodrick, Michelle Chandley, Jason Davis, Julie Fox-Horton, Casey Gardner, Don Good, Marsh Grube, Dana Harrison, LaDonna Hutchins, Myra Jones, Scott Koterbay, Teresa Brooks-Taylor, Tony Pittarese, Evelyn Roach, Melissa Shafer

**Members absent** Shirley Cherry, Arpita Nandi (travel), Kimberly Sell (illness), Jennifer Young (illness)

**Guests present** Andrea Clements, Gerardo Arceo Gomez, Katrina Heil, Thomas Alan Holmes, Thomas Jones, Jill LeRoy-Frazier, Donna Lilly, Sonu Mirchandani, Darrell Moore, Robert Standaert, Tema Stauffer, Katherine Weiss

The UCC meeting was called to order at 2 p.m. by Tony Pittarese.

**Old Business:**

Jason Davis moved to approve the November 13, 2019 minutes with correction of 2 errors. Scott Koterbay seconded. The motion passed unanimously.

**Tabled Proposals:**

- *ARTA 3516 Woodworking Techniques (tabled 11/13/19)*

- *CUAI 4887/5887 Career and Technical Education Clinical Practice and Seminar (tabled 11/13/19)*

B.S.I.S.in Interdisciplinary Studies – Admission (School of Continuing Studies & Academic Outreach/Cross-Disciplinary Studies) (tabled 9/11/19)

**New Business**

**- Revision of an Academic Minor – Spanish for the Professions**

Katrina Heil provided an overview of the proposal which is designed to streamline and clean up the minor.

Confirmation from Primary Reviewers Dana Harrison and Teresa Brooks Taylor

- ✓ Proposal adds value to the literature and language department and university
- ✓ Justification supports need for revision

Dana Harrison motioned to approve the proposal as written. Jason Davis seconded. The motion passed unanimously.

**- BIOL 4027/5027 Biomedical Evolution and Ecology**

Thomas Jones provided an overview of the new course proposal.

Syllabus:

- Grading Scale – Change to Below 60 and Below 70 (done)

Confirmation from Primary Reviewers Dana Harrison and Scott Koterbay

- ✓ Course adds value to the biological sciences department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course is appropriate at 4000 level
- ✓ Credit hours are appropriate at 3

Dana Harrison motioned to approve the proposal with the edit completed during the meeting. Scott Koterbay seconded. The motion passed unanimously.

**- ARTA 3601 Intermediate Photography**

Tema Stauffer provided an overview of the proposal.

Snapshot:

- Total Credit if Repeatable – change to N/A (done)

Syllabus:

- Major Course Topics – Change #3 to read Writing photographic project proposals and statements (done)

Confirmation from Primary Reviewers Dana Harrison, Teresa Brooks Taylor

- ✓ Course adds value to the art department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Dana Harrison motioned to approve the proposal with the edits completed during the meeting. Teresa Brooks Taylor seconded. The motion passed unanimously.

**- ARTA 3603 Portraiture and Social Identity**

Tema Stauffer provided an overview of the proposal.

Syllabus:

- Major Assignments, Exams, and Grade-weight Values
  - Assignment 1 – change to Project Proposal (5%) and Midterm Project (35%) (done)

- Assignment 2 – change to Project Statement (5%) and Final Project (35%) (done)
- Oral Presentation – change to two at 5% each (done)

Confirmation from Primary Reviewer Julie Fox-Horton

- ✓ Course adds value to the art department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Julie Fox-Horton motioned to approve the proposal with the edits completed during the meeting. Jason Davis seconded. The motion passed unanimously.

#### ***- Articulation Agreement – 3+1 Program Chemistry and Pharmacy***

Robert Standaert provided an overview of the proposal.

Recommendations:

- Attached File: Chemistry BS 3+1 Pharmacy Suggested Course Sequence
  - Change HIST 2018 (Honors United States to 1877) to HIST 2010 (The United States to 1877) done

Confirmation from Primary Reviewers Jennifer Young (by e-mail) and Melissa Shafer

- ✓ Proposal adds value to the College of Arts & Sciences, Gatton College of Pharmacy, and the university
- ✓ Justification supports need for program

Melissa Shafer motioned to approve the proposal with the edit completed during the meeting. Michelle Chandley seconded. The motion passed unanimously.

#### ***- Non-Substantive Curriculum or Minor Revision – B.S., Chemistry Major (Chemistry Concentration)***

Robert Standaert provided an overview of the proposal.

Recommendations:

- Change Proposed Implementation Date to Fall 2020 (done)

Confirmation from Primary Reviewer Melissa Shafer

- ✓ Proposal adds value to the chemistry department and university
- ✓ Justification supports need for revision

Melissa Shafer motioned to approve the proposal with the edits completed during the meeting. Scott Koterbay seconded. The motion passed unanimously.

**- BIOL 4087/5087 Plant Ecology and Evolution**

Gerardo Arceo Gomez provided an overview of the new course proposal.

Snapshot:

- Catalog Description – edit first sentence to read Covers ecological and evolutionary plant processes (done)
- Proposed Implementation Term – change to Fall 2020 (done)

Confirmation from Primary Reviewers Jason Davis and Teresa Brooks Taylor

- ✓ Course adds value to the biological sciences department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course is appropriate at 4000 level
- ✓ Credit hours are appropriate at 4

Jason Davis motioned to approve the proposal with the edits completed during the meeting. Teresa Brooks Taylor seconded. The motion passed unanimously.

**- BIOL 4287/5287 Experiments in Animal Behavior and Physiology**

Darrell Moore provided an overview of the new course proposal.

Snapshot:

- Proposed Implementation Date – change to Fall 2020 (done)

Syllabus:

- Other Information – Add Syllabus Attachment (done)

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Course adds value to the biological sciences department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course is appropriate at 4000 level
- ✓ Credit hours are appropriate at 4

Michelle Chandley motioned to approve the proposal with the edits completed during the meeting. Don Good seconded. The motion passed unanimously.

**- Substantive Revision of a Degree or Concentration – Psychology, B.A./B.S. (Clinical Psychology Concentration)**

Andrea Clements provided an overview of the proposal.

Recommendations: None

Confirmation from Primary Reviewers Scott Koterbay and Jennifer Young (by e-mail)

- ✓ Proposal adds value to the psychology department and university
- ✓ Justification supports need

Scott Koterbay motioned to accept the proposal as written. Jason Davis seconded. The motion passed unanimously.

#### **- CPSC 4550 Cardiopulmonary Science Capstone**

Donna Lilly provided an overview of the proposal.

Snapshot:

- Catalog Description – edit 2<sup>nd</sup> sentence to read This course prepares the graduate (done)

Syllabus:

- Academic Purpose and Goals – edit goal 1 to read To meet competencies outlined by the Commission on Accreditation for Respiratory Care (CoARC) by competently performing clinical simulations. (done)
- Learning Outcomes
  - Outcome 1 – edit to read Demonstrate skills needed to pass (done)
  - Outcome 2 – edit to read Evaluate data in patients records. (done)

Confirmation from Primary Reviewer Don Good

- ✓ Course adds value to the allied health department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course is appropriate at 4000 level
- ✓ Credit hours are appropriate at 4

Don Good motioned to approve the proposal with the edits completed during the meeting. Dana Harrison seconded. The motion passed unanimously.

#### **- Revise Curriculum: Non-Substantive – B.S. Cardiopulmonary Science**

Donna Lilly provided an overview of the proposal.

Recommendations:

- Program Revision(s) and Final Revision – edit to read ALHE 3010 (3 credits) or CPSC 4550 (4 credits) **ADD** (done)

Confirmation from Primary Reviewers Scott Koterbay and Jennifer Young (by e-mail)

- ✓ Proposal adds value to the allied health department and university
- ✓ Justification supports need for revision

Scott Koterbay motioned to approve the proposal with the edits completed during the meeting. Julie Fox-Horton seconded. The motion passed unanimously.

### **- Revise Program Policy – B.S. Cardiopulmonary Science Program – Progression**

Donna Lilly provided an overview of the proposal.

Recommendations:

- Dr. Grube prefers the terminology of traditional program for the on-ground students (completing degree/sitting for licensure) and completion program for the online program (licensed students advancing from AD to BS)
- Academic Justification – change did not to does not (done); edit to add to before provide (done)

Confirmation from Primary Reviewers Michelle Chandley and Julie Fox-Horton

- ✓ Proposal adds value to the allied health department and university
- ✓ Justification supports need

Julie Fox Horton motioned to approve the proposal with the edits completed during the meeting. Michelle Chandley seconded. The motion passed unanimously.

### **- ENTP 3000 Entrepreneurship Finance and Funding**

Sonu Mirchandani provided an overview of the proposal.

Confirmation from Primary Reviewers Melissa Shafer and Jason Davis

- ✓ Course adds value to the management and marketing department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Jason Davis motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

### **- ENTP 3005 Entrepreneurship Innovation Lab**

Sonu Mirchandani provided an overview of the proposal.

Snapshot:

- Academic Justification – remove the second paragraph (done)

Syllabus:

- Grading scale – correct overlap in grade categories (done)

Confirmation from Primary Reviewers Jennifer Young (by e-mail) and Arpita Nandi (by e-mail)

- ✓ Course adds value to the management and marketing department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course

- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Scott Koterbay motioned to approve the proposal with the edits completed during the meeting. Michelle Chandley seconded. The motion passed unanimously.

#### **- ENTP 3009 CRM Business Solutions for Start-ups**

Sonu Mirchandani provided an overview of the proposal.

Syllabus:

- Grading Scale – correct overlap in grade categories (done)
- Required Text(s) – update to more current edition (done)

Confirmation from Primary Reviewers Scott Koterbay and Arpita Nandi (by e-mail)

- ✓ Course adds value to the management and marketing department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Scott Koterbay motioned to approve the proposal with the edits completed during the meeting. Dana Harrison seconded. The motion passed unanimously.

#### **- ENTP 3010 Business Models for Start-up Innovation**

Sonu Mirchandani provided an overview of the proposal.

Syllabus:

- Major Assignments – Edit exams change midterm to 3 exams (done)
- Grading Scale – correct overlap in grade categories (done) and change F to below 64% (done)
- Academic Misconduct – place period after &/or course then delete remaining fragment (done)

Confirmation from Primary Reviewers Michelle Chandley and Kimberly Sell (by e-mail)

- ✓ Course adds value to the management and marketing department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course is appropriate at 3000 level
- ✓ Credit hours are appropriate at 3

Michelle Chandley motioned to approve the proposal with the edits completed during the meeting. Dana Harrison seconded. The motion passed unanimously.



**- Revision of an Academic Minor – Health Sciences Minor**

Michelle Chandley provided an overview of the proposal.

Recommendations:

- Program Revision/Final Revision
  - HSCI Electives (4 or 5 credits) – edit direction from change to add (done)
  - Final Revision reads differently than Program Revision – these should match; Michelle Chandley will correct this then notify Tony Pittarese

Confirmation from Primary Reviewers Julie Fox-Horton and Don Good

- ✓ Proposal adds value to the allied health department and university
- ✓ Justification supports need for revision

Don Good motioned to approve the proposal pending the edit by Michelle Chandley. Julie Fox-Horton seconded. The motion passed with Michelle Chandley abstaining.

**- Substantive Revision of a Degree or Concentration – Bachelor of Applied Science**

Jill LeRoy-Frazier provided an overview of the proposal.

Recommendations:

- Academic Justification needs clarification in terms of proposed changes
- Expected Learning Outcomes – should be presented in table format

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Proposal adds value to the allied health department and university
- ✓ Justification supports need

Jason Davis and Dana Harrison will work with Jill Leroy-Frazier to made requested changes.

Jason Davis motioned to accept the proposal pending the revision of the academic justification and learning outcomes. The proposal will return to the chair for approval. Scott Koterbay seconded. The motion passed unanimously.

**- Non-Substantive Curriculum Revision – Computing Major, B.S.**

Tony Pittarese provided an overview of the proposal.

Confirmation from Primary Reviewers Arpita Nandi (by e-mail) and Teresa Brooks Taylor

- ✓ Proposal adds value to the allied health department and university
- ✓ Justification supports need for revision

Teresa Brooks Taylor motioned to approve the proposal with the edits completed during the meeting. Scott Koterbay seconded. The motion passed unanimously.

**Other Discussion:** None

A motion to adjourn was made at 4:15 p.m. by Jason Davis and seconded by Scott Koterbay. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved by UCC 1/22/20