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Undergraduate Curriculum Council Minutes

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2-12-2020

### **2020 February 12 - Undergraduate Curriculum Council Minutes**

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee  
Meeting Notes  
February 12, 2020**

**Members present** Rhonda Brodrick, Michelle Chandley, Jason Davis, Tabitha Fair, Bill Flora, Julie Fox-Horton, Casey Gardner, Don Good, Marsh Grube, LaDonna Hutchins, Myra Jones, Teresa Brooks-Taylor, Tony Pittarese, Evelyn Roach, Kimberly Sell, Melissa Shafer, Jennifer Young

**Members absent** Dana Harrison (conference), Scott Koterbay (sick), Arpita Nandi

**Guests present** Mary Dave Blackman, Alison Deadman, Stephanie Frye-Clark, Matthew Geiger, Thomas Alan Holmes, Christopher Keller, Heather Killmeyer

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

**Old Business:**

Melissa Shafer moved to approve the January 22, 2020 minutes. Don Good seconded. The motion passed unanimously.

The following tabled proposals were edited with the originator working with members of the 'shadow group.' The proposals were then returned to the committee chair who approved them on behalf of the committee.

- ARTA 3516 Woodworking Techniques (tabled 11/13/19)
- CUAJ 4887/5887 Career and Technical Education Clinical Practice and Seminar (tabled 11/13/19)
- GEOS 4357/5357 Environmental Consulting (tabled 1/22/20)

**- UHON 4825 - Washington Center Colloquium (2<sup>nd</sup> Review)**

This proposal was tabled at the 1/22/20 meeting. Julie Fox-Horton provided an overview of the new course proposal.

Prior to the meeting, primary reviewers Julie Fox-Horton and Jennifer Young contacted the originator to clarify information related to semesters previously taught and proposed implementation date.

**Syllabus:**

- Other
  - Syllabus attachment added (done)
  - Add a link to the Washington Center – Christopher Keller will send the link to Tony Pittarese who will enter it into Curriculog

**Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young**

- ✓ Course consistent with university goals and adds value to the honors college 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

Julie Fox-Horton motioned to approve the proposal pending the addition of the Washington Center link. Jennifer Young seconded. The motion passed unanimously.

## **New Business**

### ***- Establish Articulation Agreement - 3 + 1 Program Health Sciences and Pharmacy***

Melissa Shafer provided an overview of the proposal.

Primary Reviewers Melissa Shafer and Tabitha Fair stated the proposal was clear and well written. No recommendations were presented.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Proposal consistent with university goals and adds value to health sciences, pharmacology, and the university
- ✓ Justification supports need for the agreement

Melissa Shafer motioned to approve the proposal as written. Tabitha Fair seconded. The motion passed with Michelle Chandley abstaining.

### ***- Program Policy Revision - B.S. Health Sciences – Admission***

Jason Davis provided an overview of the proposal.

Primary Reviewers Jason Davis stated he and Dana Harrison found the proposal to be clear and well written. No recommendations were made.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Proposal consistent with university goals and adds value to the health sciences department and university
- ✓ Justification supports need for the policy revision.

Jason Davis motioned to approve the proposal as written. Don Good seconded. The motion passed with Michelle Chandley abstaining.

### ***- Revise Curriculum: Substantive - B.S. Health Sciences***

Michelle Chandley responded to questions about the proposal.

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay who had no recommendations or questions.

Confirmation from Primary Reviewer Scott Koterbay

- ✓ Proposal consistent with university goals and adds value to the health sciences department and university
- ✓ Justification supports need for the curriculum revision.

Melissa Shafer motioned to approve the proposal. Jason Davis seconded. The motion passed with Michelle Chandley abstaining.

**- Terminate Academic Program or Concentration - B.S. Health Sciences (Human Health Concentration)**

Kim Sell provided an overview of the proposal.

Primary Reviewers Kim Sell and Teresa Brooks Taylor had no recommendations. The proposal was clear and well written.

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Proposal consistent with university goals and beneficial to the health sciences department and university
- ✓ Justification supports need for the termination.

Kim Sell motioned to approve the proposal. Don Good seconded. The motion passed with Michelle Chandley abstaining.

**- HSCI 4350 - Cellular Pathophysiology**

Kim Sell provided an overview of the new course proposal.

Prior to the meeting, primary reviewers Kim Sell and Teresa Brooks Taylor contacted the originator to clarify information related to the academic purpose and goals and to verify there was not overlap with pathophysiology courses offered in nursing and pharmacy curriculums.

Snapshot:

- Michelle Chandley will add e-mails from nursing and pharmacy confirming there is no overlap.

Syllabus:

- Required textbook – updated to 2016 edition

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Course consistent with university goals and 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

Kim Sell motioned to approve the proposal with the edits completed during the meeting. Jason Davis seconded. The motion passed with Michelle Chandley abstaining.

**- Revise Curriculum: Non-Substantive - Bachelor of Science in Interdisciplinary Studies**  
**- Revise Curriculum: Non-Substantive - Bachelor of Science in Professional Studies**

Don Good provided an overview of the proposals.

Primary Reviewers Don Good and Michelle Chandley had no recommendations.

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Proposals consistent with university goals and adds value to cross disciplinary studies and the university
- ✓ Justifications support need for the revision.

Don Good motioned to approve the proposals. Michelle Chandley seconded. The motion passed unanimously.

**- Substantive Course Modification: MUSC 1000 - Orientation to the Music Program**

Julie Fox-Horton provided an overview of the course modification proposal.

Prior to the meeting, primary reviewers Julie Fox-Horton and Jennifer Young contacted the originator to clarify information related to the learning outcomes, major assignments, and grading scale. Revisions were made to the learning outcomes and an overlap in the grading scale was corrected.

Syllabus:

- Major Assignments, Exams, and Grade-Weight Values – revised to reflect writing assignments are completed equally (done)

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 1

Julie Fox-Horton motioned to approve the proposal with the edit to the assignments. Jennifer Young seconded. The motion passed unanimously.

**- MUSC 1273 - Piano Ensemble**

Julie Fox-Horton provided an overview of the new course proposal.

Prior to the meeting, primary reviewers Julie Fox-Horton and Jennifer Young contacted the originator to clarify information related to the academic justification, learning outcomes, and major assignments. Revisions were made to the academic justification and learning outcomes.

Syllabus:

- Major Assignments, Exams, and Grade-Weight Values – need additional detail about the assignments and how they will be evaluated

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 1

**- MUSC 1300 - Theory & Aural Skills I**

Prior to the meeting, primary reviewers Julie Fox-Horton and Jennifer Young contacted the originator to clarify information related to the academic justification and major assignments. With input from the originator, a minor revision was made to the academic justification.

Syllabus:

- Major Assignments, Exams, and Grade-Weight Values – need additional detail about the assignments and how they will be evaluated

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 4

**- MUSC 1310 - Theory & Aural Skills II**

Prior to the meeting, primary reviewers Julie Fox-Horton and Jennifer Young contacted the originator to clarify information related to the academic justification and major assignments.

Syllabus:

- Academic Justification – add statement found in MUSC 1300 about the course combining MUSC 1420 and 1421
- Major Assignments, Exams, and Grade-Weight Values – need additional detail about the assignments and how they will be evaluated

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 4

**- MUSC 1340 - Keyboard Skills for Pianists I**

Syllabus:

- Major Assignments, Exams, and Grade-Weight Values – need additional detail about the assignments and how they will be evaluated

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 1

**- MUSC 1350 - Keyboard Skills for Pianists II**

Syllabus:

- Major Assignments, Exams, and Grade-Weight Values – need additional detail about the assignments and how they will be evaluated

Confirmation from Primary Reviewers Julie Fox-Horton and Jennifer Young

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course is appropriate at 1000 level
- ✓ Credit hours are appropriate at 1

***The following motion was made for MUSC proposals 1273, 1300, 1310, 1340, and 1350:***

Jason Davis motioned to accept the proposals pending revisions to academic justifications and/or clarification of the major assignments. The proposals will return to the UCC chair for final approval. Julie Fox-Horton seconded. The motion passed unanimously.

***- MUSC - 2100 - Introduction to the Profession of Music Education***

Melissa Shafer provided an overview of the new course proposal.

Primary Reviewers Melissa Shafer and Tabitha Fair had no recommendations.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course is appropriate at 2000 level
- ✓ Credit hours are appropriate at 1

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

***- MUSC - 2300 - Theory & Aural Skills III***

Melissa Shafer provided an overview of the new course proposal.

Primary Reviewers Melissa Shafer and Tabitha Fair had no recommendations.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course is appropriate at 2000 level
- ✓ Credit hours are appropriate at 4

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

***- Substantive Course Modification: MUSC 2540 - Music Research Methods***

Tabitha Fair provided an overview of the course modification proposal.

Primary Reviewers Melissa Shafer and Tabitha Fair had no recommendations other than correction of a typo under Course Topics.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course is appropriate at 2000 level
- ✓ Credit hours are appropriate at 3

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

#### **- MUSC 2650 - Secondary Woodwinds**

Tabitha Fair provided an overview of the new course proposal.

Prior to the meeting Primary Reviewers Melissa Shafer and Tabitha Fair suggested restating the attendance information under major assignments in the attendance section of the proposal. With input from the originator, this revision was made prior to the meeting.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course is appropriate at 2000 level
- ✓ Credit hours are appropriate at 3

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

#### **- MUSC 2700 - Music Education Seminar**

Tabitha Fair provided an overview of the new course proposal.

Prior to the meeting Primary Reviewers Melissa Shafer and Tabitha Fair requested clarification of the information entered for total credits repeatable. The originator confirmed the course could be repeated up to eight times.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music department and university
- ✓ Learning outcomes were evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course is appropriate at 2000 level
- ✓ Credit hours are appropriate at 1

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

#### **- MUSC 3010 - Piano for Choral Conductors**

Tabitha Fair provided an overview of the new course proposal.



Prior to the meeting Primary Reviewers Melissa Shafer and Tabitha Fair requested clarification of the grading scale and noted a typo in the purpose and goals. The originator confirmed grading scale was correct with below 74% not passing the course. The typo was corrected.

Confirmation from Primary Reviewers Melissa Shafer and Tabitha Fair

- ✓ Course consistent with university goals and adds value to the music 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 1

Tabitha Fair motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

#### **- MUSC 3205 - Lab Ensemble**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested clarification of the prerequisites, major assignments, and grading scale. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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 1

#### **- Substantive Course Modification: MUSC 3540 - Music History I**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested correction of a typo in Impact of Revision and changing the implementation date. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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

#### **- Substantive Course Modification: MUSC 3550 - Music History II**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested clarification of information related to the number of quizzes, implementation date, and academic misconduct policy. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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

#### **- MUSC 3630 - The Enterprising Musician**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested clarification of information related to the prerequisites, academic justification, learning outcomes, major assignments, and academic misconduct policy. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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

#### **- MUSC 4350 - Brass Literature and Pedagogy**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested clarification of the major assignments and academic misconduct policy. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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

#### **- MUSC - 4417/5417 - Residency I: Teaching General Music**

Prior to the meeting Primary Reviewers Jason Davis and Dana Harrison requested clarification the attendance policy, academic misconduct policy, and grading scale overlap. With input from the originator, revisions were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals and adds value to the music 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

***The following motion was made for MUSC proposals 3205, 3540, 3550, 3630, 4350, and 4417/5417:***

Jason Davis motioned to approve the proposal as written. Kim Sell seconded. The motion passed unanimously.

**- MUSC 4450 - *Woodwind Literature and Pedagogy***

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay.

**Syllabus:**

- Academic Justification – change combining to combining (done)
- Grading Scale – change F to Below 60% (done)

**Confirmation from Primary Reviewer Scott Koterbay**

- ✓ Course consistent with university goals and adds value to the music 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

Don Good motioned to approve the proposal with the minor edits completed in the meeting. Jason Davis seconded. The motion passed unanimously.

**- MUSC 4550 - *Percussion Literature and Pedagogy***

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay.

**Syllabus:**

- Academic Justification – change combining to combining (done)
- Prerequisites – add MUSC 2951 (done)
- Major course topics – delete the opening comments about school requirements; Originator will e-mail a list of course topics to Tony Pittarese who will enter them into Curriculumlog.

**Confirmation from Primary Reviewer Scott Koterbay**

- ✓ Course consistent with university goals and adds value to the music 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

Jason Davis motioned to accept the proposal with the minor edits completed in the meeting and pending the revised list of course topics. The proposal will return to the UCC Chair for approval. Melissa Shafer seconded. The motion passed unanimously.

**- MUSC 4560 - *String Literature and Pedagogy***

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay.

**Syllabus:**

- Academic Justification – change combining to combining (done)

Confirmation from Primary Reviewer Scott Koterbay

- ✓ Course consistent with university goals and adds value to the music 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

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

**- Substantive Course Modification: MUSC 4570 - Marching Band Methods**

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay.

Syllabus:

- Academic Justification – change combining to combining (done)

Confirmation from Primary Reviewer Scott Koterbay

- ✓ Course consistent with university goals and adds value to the music 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 2

Jason Davis motioned to approve the proposal with the minor edit completed during the meeting. Jennifer Young seconded. The motion passed unanimously.

**- Substantive Course Modification: MUSC 4580 - Organization & Administration of Instrumental Music**

Primary Reviewers Scott Koterbay and Arpita Nandi were unable to attend the meeting. Tony Pittarese presented e-mailed comments from Scott Koterbay.

Confirmation from Primary Reviewers Scott Koterbay

- ✓ Course consistent with university goals and adds value to the music 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

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

**- MUSC 4581 - Orchestra Methods & Material I**

Kim Sell provided an overview of the new course proposal.

Primary Reviewers Kim Sell and Teresa Brooks Taylor had no recommendations.

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Course consistent with university goals and adds value to the music 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 2

Kim Sell motioned to approve the proposal as written. Teresa Brooks Taylor seconded. The motion passed unanimously.

#### **- Substantive Course Modification: MUSC 4590 - Beginning Band & General Music Methods**

Kim Sell provided an overview of the course modification proposal.

Prior to the meeting Primary Reviewers Kim Sell and Teresa Brooks Taylor requested clarification the attendance policy and questioned the publication date of the textbook. With originator input, revisions were made prior to the meeting.

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Course consistent with university goals and adds value to the music 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

Teres Brooks Taylor motioned to approve the proposal with the edits completed prior to the meeting. Kim Sell seconded. The motion passed unanimously.

#### **- MUSC 4591 - Orchestra Methods & Materials II**

Kim Sell provided an overview of the new course proposal.

Prior to the meeting Primary Reviewers Kim Sell and Teresa Brooks Taylor questioned the publication date of the textbook. With originator input, the textbook was updated prior to the meeting.

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Course consistent with university goals and adds value to the music 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

Teresa Brooks Taylor motioned to approve the proposal with the updated text. Kim Sell seconded. The motion passed unanimously.

#### **- Revise Curriculum: Substantive - B.M. in Music & all concentrations**

Teresa Brooks Taylor provided an overview of the curriculum revision proposal.

Prior to the meeting Primary Reviewers Kim Sell and Teresa Brooks Taylor requested clarification of 123 credit hours with CSCI course not counting and asked whether attendance policies and assignment policies were consistent across courses.

Recommendations:

- Current and Proposed Course Table – revisions were made to correct errors in information provided for MUSC 2540, 3540, 3550, 4580, and 4590 (done)

Confirmation from Primary Reviewers Kim Sell and Teresa Brooks Taylor

- ✓ Proposal consistent with university goals and adds value to the music department and university
- ✓ Justification supports need for the revision.

Kim Sell motioned to approve the proposal pending approval of MUSC proposals 1273, 1300, 1310, 1340, and 1350. UCC Chair will approve this proposal when he approves the course revisions requested by the committee. Teresa Brooks Taylor seconded. The motion passed unanimously.

#### **- Revise Program Policy - All BBA Programs – Admission**

Don Good provided an overview of the policy revision proposal.

Primary Reviewers Don Good and Michelle Chandley had no recommendations.

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Proposal consistent with university goals and adds value to the management and marketing department and university
- ✓ Justification supports need for the revision.

Don Good motioned to approve the proposal as written. Michelle Chandley seconded. The motion passed unanimously.

#### **- Establish Program Policy - All BBA Programs – Progression**

Don Good provided an overview of the proposed progression policy.

Primary Reviewers Don Good and Michelle Chandley had no recommendations.

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Proposal consistent with university goals and adds value to the management and marketing department and university
- ✓ Justification supports need for the progression policy.

Don Good motioned to approve the proposal as written. Michelle Chandley seconded. The motion passed unanimously.

#### **- Revise Curriculum: Non-Substantive - B.B.A. Accountancy**

Michelle Chandley provided an overview of the curriculum revision policy.

Primary Reviewers Don Good and Michelle Chandley had no recommendations.

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Proposal consistent with university goals and adds value to the management and marketing department and university
- ✓ Justification supports need for the curriculum revision.

Don Good motioned to approve the proposal as written. Michelle Chandley seconded. The motion passed unanimously.

**- Substantive Course Modification: APST 4567/5567 - Scottish Ethnology**

Michelle Chandley provided an overview of the course modification proposal.

Primary Reviewers Don Good and Michelle Chandley had no recommendations.

Confirmation from Primary Reviewers Don Good and Michelle Chandley

- ✓ Course consistent with university goals and adds value to Appalachian Studies and the 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

Michelle Chandley motioned to approve the proposal with the suggested edits. Don Good 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 Don Good. The committee unanimously approved the motion.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved by UCC 2/21/20