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Undergraduate Curriculum Council Minutes

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### 2020 December 9 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Committee  
Meeting Notes  
December 9, 2020**

**Members Present** Julie Bowers, Rhonda Brodrick, T. Jason Davis, Tabitha Fair, William Flora, Julie Fox-Horton, Casey Gardner, Drew Howell, Sookhyun Kim, Scott Koterbay, Tony Pittarese, Evelyn Roach, Laurie Schroder, Melissa Shafer, Jennifer Young

**Members absent** Dana Harrison, Myra Jones, Kimberly Sell, Jonathon Taylor

**Guests Present** Mary Andreae, Whitney Bignell, Matthew Desjardins, Marty Fitzgerald, Matthew Geiger, Alan Holmes, Karin Keith, Michelle Lee, Jill LeRoy-Frazier, Lori Meier, Shuling Yang

The UCC meeting was called to order at 2 p.m. by Tony Pittarese. Due to COVID-19 social distancing restrictions, the meeting was conducted by Zoom. Roll was taken by Rhonda Brodrick.

**Old Business:**

Jennifer Young moved to approve the November 11, 2020 minutes. Scott Koterbay seconded. Jason Davis abstained. The motion passed.

**New Business**

Karin Keith opened by providing an overview of the proposals submitted to support the proposed curriculum change in Elementary Education. The proposed changes give students pathway options when pursuing their degree and smooth the transition for transfer students.

***-New Course CUAI 3100 - Teaching Elementary Mathematics to Diverse Learners***

Karin Keith provided an overview of the proposed new course which is taken after MATH 1410 and 1420. This class prepares teacher candidates to teach math to diverse learners.

Primary Reviewer Jennifer Young found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Jennifer Young motioned to approve the proposal. Tabitha Fair seconded. The motion passed unanimously.

**-New Course CUI 3200 - Content & Curriculum for Elementary Social Studies**

Lori Meier provided an overview of the proposed new course which provides an additional opportunity for teacher candidates to gain content/method knowledge related to Social Studies. The change will increase the candidates' readiness for testing as they pursue licensure.

Primary Reviewer Jennifer Young found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Jennifer Young motioned to approve the proposal. Tabitha Fair seconded. The motion passed unanimously.

**- Revise Course: Substantial Modification CUI 3510 - Planning and Assessing for Student Learning**

Karin Keith provided an overview of the proposed course revision which increases course credits to 2 and focuses on planning lessons and aligning course objectives with lesson objectives and testing.

Prior to the meeting, Primary Reviewer Jennifer Young contacted Karin Keith to request a brief description of the major assignments be added to the proposal. Dr. Keith brought the assignment descriptions to the meeting. She will send them to Tony Pittarese who will add them to the proposal.

Confirmation from Primary Reviewer Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 2

Jennifer Young motioned to approve the proposal pending the addition of the assignment descriptions. Melissa Shafer seconded. The motion passed unanimously.

**-New Course CUI 4242 - Residency I: Elementary & ESL Clinical Field**

Karin Keith provided an overview of the proposed new course which is taken in the fall of the candidate's senior year. The course provides 135 hours in the field with 50 of those hours in ESL classrooms/activities.

Prior to the meeting, Primary Reviewers Tabitha Fair and Sookhyun Kim contacted Karin Keith to clarify information related to prerequisite courses, grading scale, and availability of field experiences. Minor edits were completed prior to the meeting.

Confirmation from Primary Reviewers Tabitha Fair and Sookhyun Kim

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course appropriate at 4000 level
- ✓ Credit hours appropriate at 3

Tabitha Fair motioned to approve the proposal as written. Sookhyun Kim seconded. The motion passed unanimously.

***-New Course READ 3300 - Foundations of Language and Literacy***

Shuling Yang provided an overview of the proposed new course which will replace READ 3050 Foundations of Literacy. This course will be the foundation course in a series of 4 literacy courses (READ 3300, 3400, 3500, 4300).

Prior to the meeting, Primary Reviewers Tabitha Fair and Sookhyun Kim contacted Shuling Yang to clarify information related to grading scale and whether the course to be required for major/minor in another department. Minor edits were completed prior to the meeting.

The course is also to be required by Special Education. Karin Keith spoke with the chair of Special Education, and the department does intend to submit a proposal related to the course change.

With approval from the originator, a typo was corrected in the Academic Misconduct section during the meeting.

Confirmation from Primary Reviewers Tabitha Fair and Sookhyun Kim

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Sooklyun Kim motioned to approve the proposal with the edit completed during the meeting. Tabitha Fair seconded. The motion passed unanimously.

***-New Course READ 3400 - Application of Literacy in Elementary Classrooms***

Shuling Yang provided an overview of the proposed new course in which teacher candiddates apply content from READ 3300. This course is designed for large groups.

Prior to the meeting, Primary Reviewers Tabitha Fair and Sookhyun Kim contacted Shuling Yang to clarify information related to the catalog description, course purpose, whether the course is required in another department, and the use of “whole class” and “whole group” terminology. Minor edits were completed prior to the meeting.

With input from the originator, the following changes were completed during the meeting:

- Course Title – change to Application of Literacy in Elementary Classrooms (done)

- Transcript Title – change to App of Literacy in Elem Class (done)
- Catalog Description – change addresses to applies (done)
- Course Purpose – change to introduce and apply (done)
- Academic Misconduct – correct typo a grade of “F” for the course (done)

Confirmation from Primary Reviewers Tabitha Fair and Sookhyun Kim

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Sookhyun Kim motioned to approve the proposal with the edits completed during the meeting. Tabitha Fair seconded. The motion passed unanimously.

#### ***-New Course READ 3500 - Differentiated Language and Literacy Instruction***

Shuling Yang provided an overview of the proposed new course which builds on READ 3300 and 3400. This course is designed for small groups.

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Melissa Shafer contacted Shuling Yang to clarify information related to the catalog description and whether the course is required by another department. Minor edits were completed prior to the meeting.

With input from the originator, the following changes were completed during the meeting:

- Course to be required for major, minor – change to no

Confirmation from Primary Reviewers Julie Fox-Horton and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Melissa Shafer motioned to approve the proposal with the edit completed during the meeting. Julie Fox-Horton seconded. The motion passed unanimously.

#### ***-New Course READ 4300 - Language and Literacy Instruction in Diverse Classrooms***

Shuling Yang provided an overview of the proposed new course which gives teach candidates an opportunity to integrate and apply what they have learned in READ 3300, 3400, and 3500.

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Melissa Shafer contacted Shuling Yang to clarify information related to whether the course is required by another department.

With input from the originator, the following changes were completed during the meeting:

- Course to be required for major, minor – change to no
- Correction of typos in Major Assignments and Academic Misconduct sections

Confirmation from Primary Reviewers Julie Fox-Horton and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course
- ✓ Course appropriate at 4000 level
- ✓ Credit hours appropriate at 3

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

**-New Course SCED - 3100 - Elementary Science: Context and Community**

Laura Robertson provided an overview of the proposed new course which prepares teacher candidates to teach science classes.

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Melissa Shafer found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Julie Fox-Horton and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Curriculum & Instruction Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Julie Fox-Horton motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

**-Revise Curriculum: Substantive - Elementary Education, BSED**

Karin Keith provided an overview of the proposed curriculum revision. In addition to the benefits previously noted, the proposed revision will allow students to pursue multiple licensures which increases their opportunities. The changes will also make ETSU's program more competitive with similar degree programs at other universities.

Prior to the meeting, Primary Reviewers Julie Bowers and Dana Harrison found the proposal to be well written with no areas of concern.

Based on changes made earlier in the meeting, the following edits were completed:

- Course Title of READ 3400 – change to Application of Literacy in Elementary Classrooms (done)
- Catalog Description of READ 3400 – change addresses to applies (done)

Confirmation from Primary Reviewers Julie Bowers and Dana Harrison

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Curriculum & Instruction Department, College of Education, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Julie Bowers motioned to approve the proposal with the updates to READ 3400. Jason Davis seconded. The motion passed unanimously.

***-New Course MUSC 3650 - Topics in World Percussion***

Matthew Geiger provided an overview of the proposed new course which is an elective designed to fill gaps in the percussion curriculum. The course will give students opportunities to explore non-traditional percussion instruments.

Prior to the meeting, Primary Reviewers Julie Bowers and Dana Harrison found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Julie Bowers and Dana Harrison

- ✓ Course consistent with university goals
- ✓ Course adds value to the Music Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 1

Julie Bowers motioned to approve the proposal as written. Jason Davis seconded. The motion passed unanimously.

***-New Course NTFD 3240 - Communication in Nutrition***

Whitney Bignell provided an overview of the proposed new course which is designed to help students identify credible sources of nutrition information/research and communicate it to the public.

Prior to the meeting, Primary Reviewers Julie Bowers and Dana Harrison contacted Whitney Bignell to clarify information related to the catalog description and major topics.

Confirmation from Primary Reviewers Julie Bowers and Dana Harrison

- ✓ Course consistent with university goals
- ✓ Course adds value to the Rehabilitative Sciences Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Julie Bowers motioned to approve the proposal as written. Jason Davis seconded. The motion passed unanimously.

***-New Course NTFD 3400 - Nutrition in Sports and Health***

Mary Andreae provided an overview of the proposed new course which is designed to help students working in health and fitness fields increase their knowledge of nutrition.

Prior to the meeting, Primary Reviewers Jason Davis and Laurie Schroder contacted Mary Andreae to clarify information related to academic justification, catalog description, course

objectives, expected learning outcomes, and grading scale. Minor edits were completed prior to the meeting.

With input from the originator, the following changes were completed during the meeting:

- Catalog Description – Change to introduces (done)
- Course Objective 1 – change to read Enable students to understand (done)
- Expected Learning Outcomes – add the stem statement (done)
- Expected Learning Outcome 5 – change implement to perform (done)
- Grading Scale – change F to read Below 66.49%

Confirmation from Primary Reviewers Jason Davis and Laurie Schroder

- ✓ Course consistent with university goals
- ✓ Course adds value to the Rehabilitative Sciences Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course
- ✓ Course appropriate at 3000 level
- ✓ Credit hours appropriate at 3

Laurie Schroder motioned to approve the proposal with the edits completed during the meeting. Jason Davis seconded. The motion passed unanimously.

#### **- Establish Minor – Nutrition**

Mary Andreae provided an overview of the proposed new minor which will allow non-nutrition majors to develop knowledge and skill in nutrition to complement their major fields of study.

Prior to the meeting, Primary Reviewers Jason Davis and Laurie Schroder contacted Mary Andreae to clarify information related to the expected learning outcomes.

With input from the originator, the expected learning outcomes were modified during the meeting

- ELO 1 – Apply critical thinking skills in nutrition, health, wellness, and disease prevention
- ELO 2 – Articulate the relevance of nutrition to health, wellness, and disease prevention
- ELO 3 – Demonstrate effective and professional oral and written communications in nutrition
- ELO 4 – Develop nutrition focused educational sessions or programs for target populations

Confirmation from Primary Reviewers Jason Davis and Laurie Schroder

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Rehabilitative Sciences Department, College of Clinical & Rehabilitative Sciences, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Jason Davis motioned to approve the proposal with the revisions to the expected learning outcomes. Laurie Schroder seconded. The motion passed unanimously.



**- Revise Curriculum: Non-Substantive - B.S. Computing**

Matthew Desjardins provided an overview of the proposed curriculum revision which removes COMM 2055 Argumentation and Debate as a major specific course listed in the General Education Requirements.

Prior to the meeting, Primary Reviewers Jason Davis and Laurie Schroder found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Laurie Schroder

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Computing Department, College of Business & Technology, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Jason Davis motioned to approve the proposal as written. Laurie Schroder seconded. The motion passed unanimously.

**- Revise Curriculum: Non-Substantive - B.S. in Digital Media**

Marty Fitzgerald provided an overview of the proposed curriculum revision which removes Physics as a General Education requirement and gives students increased flexibility in choosing their general education science courses.

Prior to the meeting, Primary Reviewers Scott Kotterbay and Johnathon Taylor found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Scott Kotterbay and Johnathon Taylor

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Digital Media Department, College of Business & Technology, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Scott Kotterbay motioned to approve the proposal as written. Jason Davis seconded. The motion passed unanimously.

**- Revise Program Policy - Bachelor of Applied Science – Admission**

**- Revise Program Policy - Bachelor of Science in Interdisciplinary Studies – Admission**

Jill LeRoy-Frazier provided an overview of the proposed program policy revisions. There are currently four undergraduate degree programs within this department which has caused students to struggle when trying to determine which program is best suited to meet their needs. The department is streamlining the undergraduate options to two programs which are easily distinguishable. This streamlining will eliminate the need for the admission interview and make the enrollment process more student friendly.

Prior to the meeting, Primary Reviewers Scott Kotterbay and Johnathon Taylor found the proposals to be well written with no issues.

Confirmation from Primary Reviewers Scott Kotterbay and Johnathon Taylor

- ✓ Proposals consistent with university goals
- ✓ Proposals adds value to Cross-Disciplinary Studies, School of Graduate Studies, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Scott Kotterbay motioned to approve both proposals as written. Melissa Shafer seconded. The motion passed unanimously.

**Other Discussion:** None

Tony Pittarese adjourned the meeting at 4 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved 1/27/2021