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Undergraduate Curriculum Council Minutes

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2021 January 27 - Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Committee
Meeting Notes
January 27, 2021**

Members Present Rhonda Brodrick, Julie Bowers, T. Jason Davis, Tabitha Fair, William Flora, Julie Fox-Horton, Casey Gardner, Dana Harrison, Drew Howell, Myra Jones, Sookhyun Kim, Scott Koterbay, Tony Pittarese, Evelyn Roach, Melissa Shafer, Jonathon Taylor, Jennifer Young

Members absent Laurie Schroder, Kimberly Sell

Guests Present Daniel Hedden, Karin Keith, Karen Kornweibel, Michelle Littleton, Greta Marek, Beth Thompson, Natalia Ward, Melessia Webb

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:

Jason Davis moved to approve the December 9, 2020 minutes. Scott Koterbay seconded. The motion passed unanimously.

New Business

-New Course CHNG 1008 - Johnson City: From Exploration to Impact

Karen Kornweibel provided an overview of the proposed course which will be part of the new changemaking minor. This course provides students with structured explorations of Johnson City.

Prior to the meeting, Primary Reviewers Julie Bowers and Dana Harrison contacted Karen Kornweibel to clarify information related to Academic & Credit Number Justification and Major Assignments. With input from the originator, edits were completed in these areas prior to the meeting.

Confirmation from Primary Reviewers Julie Bowers and Dana Harrison

- ✓ Course consistent with university goals
- ✓ Course adds value to the Honors College Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course appropriate at 1000 level
- ✓ Credit hours appropriate at 3

Julie Bowers motioned to approve the proposal as currently written. Dana Harrison seconded. The motion passed unanimously.

-New Course CHNG 1908 - Introduction to Changemaking and Social Innovation

Karen Kornweibel provided an overview of the proposed course which introduces students to changemaking and social intervention and links them to changemakers in the community.

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 Honors College Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course
- ✓ Course appropriate at 1000 level
- ✓ Credit hours appropriate at 3

Julie Bowers motioned to approve the proposal as currently written. Dana Harrison seconded. The motion passed unanimously.

-New Course CHNG 4908 - Changemaker Scholars Capstone

Karen Kornweibel provided an overview of the proposed course in which students apply content from CHNG 1008 and 1908. In the capstone, students develop an action plan then form a community partnership to implement the change.

Prior to the meeting, Primary Reviewers Jason Davis and Scott Kotterbay contacted Karen Kornweibel to clarify information related to the Catalog Description, Course Topics, Course Repeatable for Credit, Learning Outcomes, Required Texts/Readings, and Attendance Policy. With input from the originator, edits were made to the course topics and learning outcome #2.

During the meeting, Dr. Kornweibel clarified the 3-hour course may be repeated 1 time for a total of 6 credits. The course is designed in this manner to accommodate larger, more involved change projects. Depending on the extent of the project, some students may take a 3-credit internship and the 3-credit capstone courses while others will repeat the capstone for 6 credits.

Confirmation from Primary Reviewers Jason Davis and Scott Kotterbay

- ✓ Course consistent with university goals
- ✓ Course adds value to the Honors College 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

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

-New Course UHON 3908 - Honors Internship

Karen Kornweibel provided an overview of the proposed course which will be part of the changemaking minor. The course is needed to provide an internship opportunity for the minor and for other programs within the Honors College.

Prior to the meeting, Primary Reviewers Jason Davis and Scott Kotterbay contacted Karen Kornweibel to clarify information related to the Catalog Description and Course Repeatable for Credit.

During the meeting, Dr. Kornweibel clarified the course credit range of 1 to 4 was intentional to allow flexibility because internship experiences vary according to program expectations within the college. The number of credits awarded for the internship is based on hours of contact. In terms of repeatability, the intent is for students taking a 4-credit internship to be able to repeat the course one time for a total of 8 credits. Determining credit hours and repeatability is regulated through advisement before students are permitted into the course.

Confirmation from Primary Reviewers Jason Davis and Scott Kotterbay

- ✓ Course consistent with university goals
- ✓ Course adds value to the Honors College 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 hour range of 1 to 4 credits appropriate

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

- Establish Minor – Changemaking Minor

Karen Kornweibel provided an overview of the proposed minor which includes the courses approved in today's meeting and courses offered in other departments (SRVL 1020 Introduction to Service Learning and TECW 4200 Grant Writing). There is also an option for UHON 4808 Honors Study Abroad as a guided elective.

Primary Reviewers Tabitha Fair and Julie Fox-Horton found the proposal to be well written and an exciting option for students to pursue.

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

- Number of Existing Courses – change to 3 (done)
- Number of Existing Credits – change to 9 (done)
- Number of New Courses – change to 4 (done)
- Number of New Credits – change to 12 (done)
- This minor is restricted to students in the Honors College. Dr. Kornweibel will e-mail either Evelyn Roach or Casey Gardner to request this stipulation be added to the proposal.

Confirmation from Primary Reviewers Tabitha Fair and Julie Fox-Horton

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Honors College Department, Honors College, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Julie Fox-Horton motioned to approve the proposal with the revisions completed during the meeting. Tabitha Fair seconded. The motion passed unanimously.

-New Course CUI 3010 - Language and Culture in PreK-12 Classrooms

Natalia Ward provided an overview of the proposed course which is the first in a sequence for the proposed English as a Second Language minor. In this course, students learn about the

foundations of language and develop cross cultural awareness to support teaching English language to children.

Primary Reviewers Tabitha Fair and Julie Fox-Horton found the proposal to be well written with only 1 minor typo which was corrected prior to the meeting with the originator's approval.

Confirmation from Primary Reviewers Tabitha Fair and Julie Fox-Horton

- ✓ 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. Tabitha Fair seconded. The motion passed unanimously.

-New Course CUI 4007/5007 - Assessment of English Learners in PreK-12 Classrooms

Natalia Ward provided an overview of the proposed course which provides students an opportunity to apply what they have learned by assessing English Language Learners to determine their strengths and needs.

Prior to the meeting, Primary Reviewers Melissa Shafer and Jonathan Taylor contacted Natalia Ward to clarify information related to the lack of prerequisite courses and a typo in the Assignments. With input from the originator, the typo was corrected, and it was confirmed prerequisites were not required for the course.

Confirmation from Primary Reviewers Melissa Shafer and Jonathan Taylor

- ✓ 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

Melissa Shafer motioned to approve the proposal as currently written. Jonathan Taylor seconded. The motion passed unanimously.

-New Course CUI 4017/5017 - ESL Teaching Methods and Materials in PreK-12 Classrooms

Natalia Ward provided an overview of the proposed course which build students expertise in teaching English Learners. Students design evidence-based teaching plans and prepare to be decision makers in the classroom.

Prior to the meeting, Primary Reviewers Melissa Shafer and Jonathan Taylor contacted Natalia Ward to clarify information related to the lack of prerequisites. With input from the originator, the it was confirmed prerequisites were not required for the course.

Confirmation from Primary Reviewers Melissa Shafer and Jonathan Taylor

- ✓ 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

Jonathan Taylor motioned to approve the proposal as written. Melissa Shafer seconded. The motion passed unanimously.

-New Course CUI 4604 - Internship in PreK-12 ESL Classrooms

Natalia Ward provided an overview of the proposed course which is a practicum to provide students with opportunities to apply what they have learned through supervised teaching of English Learners in the classroom.

Prior to the meeting, Primary Reviewers Melissa Shafer and Jonathan Taylor contacted Natalia Ward to clarify information related to the lack of prerequisites. With input from the originator, the it was confirmed prerequisites were not required for the course.

Confirmation from Primary Reviewers Melissa Shafer and Jonathan Taylor

- ✓ 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

Melissa Shafer motioned to approve the proposal as currently written. Jonathan Taylor seconded. The motion passed unanimously.

- Establish Minor – English as a Second Language PreK-12 (Add-on)

Karen Keith provided an overview of the proposed minor which combines the new courses discussed today with some established courses from the department of Literature and Language.

Prior to the meeting, Primary Reviewers Sookhyun Kim and Jennifer Young contacted Karen Keith to clarify information related to the Title of the Minor, Academic Justification, and New Course Information.

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

- Academic Justification
 - Sentence 3 – adjust to read “Rather it may lead to a license. . .” (done)
 - Sentence 5 – Add minor after Secondary Education; delete what follows double minor (done)
- Program of Study – add a line to table then add “Other language classes may be accepted upon approval of the program coordinator.” (done)
- Number of Existing Courses – change to 15 (done)
- Number of Existing Credits – change to 45 (done)

- New Course Information – change the title of CUA1 4017 to ESL Teaching Methods and Materials in Pre-K-12 Classrooms (done)

Confirmation from Primary Reviewers Sookhyun Kim and Jennifer Young

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

Sookhyun Kim motioned to approve the proposal with the revisions completed during the meeting. Jennifer Young seconded. The motion passed unanimously.

- Revise Course: Substantial Modification NRSE 2351 - Patient Centered Care I Practicum

Michelle Littleton provided an overview of the proposed course revision in which medication administration content will be moved from the first semester clinical course into the second semester clinical course. With shifting of this content, the credits for NRSE 2351 is decreased from 4 to 3 and the credits for NRSE 3501 is increased from 3 to 4.

Prior to the meeting, Primary Reviewers Sookhyun Kim and Jennifer Young contacted Michelle Littleton to clarify information related to movement of content and credits between the courses.

Confirmation from Primary Reviewers Sookhyun Kim and Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Undergraduate Nursing Department and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course
- ✓ Course appropriate at 2000 level
- ✓ Credit hour reduction from 4 to 3 is appropriate

Jennifer Young motioned to approve the proposal as written. Sookhyun Kim seconded. The motion passed unanimously.

- Revise Course: Substantial Modification NRSE 3501 - Patient Centered Care 2 Practicum

Melessia Webb provided an overview of the proposed course revision which completes the movement of content and credit hour from NRSE 2351 to NRSE 3501.

Prior to the meeting, Primary Reviewers Laurie Schroder contacted Melessia Webb to correct one typo.

Confirmation from Primary Reviewer Laurie Schroder was received by e-mail

- ✓ Course consistent with university goals
- ✓ Course adds value to the Undergraduate Nursing 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 hour increase from 3 to 4 is appropriate

Rhonda Brodrick motioned to approve the proposal with the revisions completed during the meeting. Jason Davis seconded. The motion passed unanimously.

- Revise Program Policy - Nursing BSN – Progression

Beth Thompson provided an overview of the proposed progression revision which is in response to changing NRSE 4300 Skills Validation to 4 level specific courses: NRSE 4301 Skills Validation 1, NRSE 4302 Skills Validation 2, NRSE 4303 Skills Validation 3, and NRSE 4304 Skills Validation 4. Under the current policy, students not enrolled in a clinical course for more than two semesters are required to take NRSE 4300. This proposal decreases the time the student can be out of a clinical course from 2 semesters to 1 semester and replaces NRSE 4300 with the level appropriate skills validation course.

Primary Reviewer Laurie Schroder reviewed the proposal and had no areas of concern.

During the meeting, Dr. Thompson realized the designation for how long a student may be out of the program before taking the skills validation course is contained in a separate policy. The proposal was adjusted to remove the change related to time out of the program. Dr. Thompson will bring this change forward as a separate proposal.

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

- Academic Justification
 - Begin the first paragraph with “The course . . .” (done)
 - Delete paragraph 2 (done)

Confirmation from Primary Reviewers Laurie Schroder was received by e-mail

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Undergraduate Nursing, the College of Nursing, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Rhonda Brodrick motioned to approve the proposal with the revisions completed during the meeting. Melissa Shafer seconded. The motion passed unanimously.

Other Discussion: Sookhyun Kim is the Faculty Senate Representative on the committee. She encouraged members to contact her if they have issues which need to be taken to Faculty Senate.

Tony Pittarese adjourned the meeting at 3:30 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary