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**Undergraduate Curriculum Committee
Meeting Notes
February 24, 2021**

Members Present Rhonda Brodrick, T. Jason Davis, Tabitha Fair, William Flora, Julie Fox-Horton, Dana Harrison, Drew Howell, Myra Jones, Sookhyun Kim, Tony Pittarese, Evelyn Roach, Laurie Schroder, Kimberly Sell, Melissa Shafer, Jonathon Taylor, Jennifer Young

Members absent Julie Bowers, Scott Contreras-Koterbay, Casey Gardner,

Guests Present Jagdeep Bhandari, Daniel Boner, Matthew Desjardins, Alan Holmes, Nathaniel Olson, Ronald Roach, Taylor Stevenson

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 February 10, 2021 minutes. Julie Fox-Horton seconded. The motion passed unanimously.

New Business

- Revise Curriculum: Non-Substantive - Management Major, B.B.A. (International Business Concentration)

Tony Pittarese provided an overview of the proposed revision.

Primary Reviewers Jason Davis and Dana Harrison found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

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

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

-New Course FNCE 2040 Business and Financial Literacy for the Non-Specialist

Jagdeep Bhandari provided an overview of the proposed course which is designed to introduce students to core business, finance, economics, and accounting principles.

Prior to the meeting, Primary Reviewers Jason Davis and Dana Harrison contacted Jagdeep Bhandari to clarify information related to the Academic and Credit Number Justification, Catalog Description, Course Objectives, Major Course Topics, Expected Learning Outcomes, and Major Assignments.

Since there were several areas to be addressed in this proposal and a lengthy agenda of proposals to be reviewed, Tony Pittarese tabled discussion of FNCE 2040 until the next UCC meeting.

The remainder of the meeting addressed 26 proposals from Appalachian Studies: 21 New Courses, 4 Substantive Course Revisions, and 1 Substantive Curriculum Revision. Dr. Ronald Roach reminded the committee ETSU was the first university to offer a program in Bluegrass. This is the first major revision of the original curriculum, and the changes are designed to prepare students more effectively and improve recruitment to the program. Dr. Nathaniel Olson explained the revision will add 4 concentrations to the major. These concentrations reflect student interests and involvement within the music industry.

-Revise Course: Substantive BLUE 1710 Introduction to Bluegrass and Country Music Theory
Primary Reviewers Jason Davis and Dana Harrison found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 2

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

-New Course BLUE 1711 Ear Training for Bluegrass, Old-Time, and Roots Musicians

Prior to the meeting, Primary Reviewers Jason Davis and Dana Harrison contacted Nathaniel Olson to clarify information related to the course title, instructors, and purpose.

With input from the originator, the course title was changed to Ear Training for Bluegrass, Old-Time, and Roots Musicians.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 1

Jason Davis motioned to approve the proposal with the revised course title. Dana Harrison seconded. The motion passed unanimously.

-Revise Course: Substantive BLUE 1810 Intro to Sound and the Recording Studio

Prior to the meeting, Primary Reviewers Jason Davis and Dana Harrison contacted Nathaniel Olson to clarify information related to the Impact Consequences, Major Course Topics, Expected Learning Outcome #2, and Major Assignments. With input from the originator, edits were completed prior to the meeting.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison

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

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

-New Course BLUE 2132 Survey of Bluegrass Music Profession

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Kimberly Sell contacted Nathaniel Olson to clarify information related to the instructional delivery mode, course objectives, and attendance policy.

During the meeting, Course Objective 2 was changed to “Reinforce fundamental terminologies and theories . . .” (done)

Confirmation from Primary Reviewers Julie Fox-Horton and Kimberly Sell

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 hours appropriate at 3

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

-New Course BLUE 2800 Digital Audio Workstations

-New Course BLUE 2840 Critical Listening

-New Course BLUE 3010 Bluegrass, Old-Time, and Roots Music History I

-New Course BLUE 3020 Bluegrass, Old-Time, and Roots Music History II

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Kimberly Sell contacted Nathaniel Olson to clarify information related to the instructional delivery mode, course objectives, and attendance policies. The originator clarified these areas prior to the meeting.

Confirmation from Primary Reviewers Julie Fox-Horton and Kimberly Sell

- ✓ Courses are consistent with university goals
- ✓ Courses add value to the Department of Appalachian Studies and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 2000-3000 level courses

- ✓ Courses appropriate at the 2000-3000 levels
- ✓ Credit hours appropriate at 3

Kim Sell motioned to approve these proposals as written. Julie Fox-Horton seconded. The motion passed unanimously.

-New Course BLUE 3142 Bluegrass Style and Practice

Prior to the meeting, Primary Reviewers Sookhyun Kim and Melissa Shafer contacted Nathaniel Olson to clarify information related to catalog description.

During the meeting, the second sentence of the catalog description was edited to “The course provides opportunities to conduct original research . . .” (done)

Confirmation from Primary Reviewers Sookhyun Kim and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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. Melissa Shafer seconded. The motion passed unanimously.

-New Course BLUE 3232 Bluegrass Festival and Concert Event Planning and Promotion

Prior to the meeting, Primary Reviewers Sookhyun Kim and Melissa Shafer contacted Nathaniel Olson to clarify information related to the course title and potential overlap with courses in other departments.

During the meeting the course title was changed to Bluegrass Event Planning and Promotion. (done)

Confirmation from Primary Reviewers Sookhyun Kim and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 change to the course title. Sookhyun Kim seconded. The motion passed unanimously.

-New Course BLUE 3332 Finance and Legal Issues in Bluegrass Music

Primary Reviewers Sookhyun Kim and Melissa Shafer found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Sookhyun Kim and Melissa Shafer

- ✓ Course consistent with university goals

- ✓ Course adds value to the Department of Appalachian Studies 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. Melissa Shafer seconded. The motion passed unanimously.

-New Course BLUE ~~3432~~ 3333 Identity and Creative Strategy in Bluegrass Music

Prior to the meeting, Primary Reviewers Sookhyun Kim and Melissa Shafer contacted Nathaniel Olson to clarify information related to possible content overlap with courses in other departments.

The following edits were made during the meeting.

- Course Number – The originator requested to change from 3432 to 3333. Drew Howell confirmed the requested number is available. (done)
- Contact Information for Similar Courses – Add “The Management and Marketing Department Chair also was consulted regarding potential course overlap. There are ongoing discussions regarding collaboration with Entrepreneurship and Digital Marketing.” (done)

Confirmation from Primary Reviewers Sookhyun Kim and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 edits completed during the meeting. Sookhyun Kim seconded. The motion passed unanimously.

-New Course BLUE ~~3532~~ 3334 Digital Marketing in Bluegrass Music

Prior to the meeting, Primary Reviewers Sookhyun Kim and Melissa Shafer contacted Nathaniel Olson to clarify information related to possible course overlap with marketing courses.

The following edits were made during the meeting.

- Course Number – The originator requested to change from 3532 to 3334. Drew Howell confirmed the requested number is available. (done)
- Course Objective 3 – Replace consider with explore (done)

Confirmation from Primary Reviewers Sookhyun Kim and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 edits completed during the meeting. Sookhyun Kim seconded. The motion passed unanimously.

- Revise Course: Substantive BLUE 3810 Recording Engineering for Musicians

- Revise Course: Substantive BLUE 3820 Recording Production for Musicians

-New Course BLUE 3832 Bluegrass Music Theory

-New Course BLUE 3833 Bluegrass Ear Training

-New Course BLUE 3851 Digital Audio Practicum

Prior to the meeting, Primary Reviewers Laurie Schroder and Jonathan Taylor contacted Nathaniel Olson to clarify information related course objectives and learning outcomes in these proposals. With input from the originator, edits were completed prior to the meeting.

Confirmation from Primary Reviewers Laurie Schroder and Jonathan Taylor

- ✓ Courses consistent with university goals
- ✓ Courses add value to the Department of Appalachian Studies and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 3000-level courses
- ✓ Courses appropriate at 3000 level
- ✓ Credit hours appropriate at 1 (BLUE 3833), 2 (BLUE 3832, 3851) or 3 (BLUE 3810, 3820)

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

-New Course BLUE 4010 *Bluegrass, Old-Time, and Roots Music Recording Project*

Prior to the meeting, Primary Reviewers Julie Bowers and Jennifer Young contacted Nathaniel Olson to clarify information related to the course title.

With input from the originator, the course title was changed to Bluegrass, Old-Time, and Roots Music Recording Project. (done)

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Jennifer Young

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

Jennifer Young motioned to approve the proposal with the change in course title. Dana Harrison seconded. The motion passed unanimously.

-New Course BLUE 4020 *Bluegrass, Old-Time, and Roots Music Marketing Project*

Prior to the meeting, Primary Reviewers Julie Bowers and Jennifer Young contacted Nathaniel Olson to clarify information related to the course title, implementation date, and expected learning outcome 3. Prior to the meeting, edits were made to the course title and implementation date.

The following edit was completed during the meeting.

- Expected learning outcome 3 – change simulate to “Execute the process of acquiring” (done)

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Jennifer Young

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

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

-New Course BLUE 4030 Bluegrass, Old-Time, and Roots Music Pedagogy and Applied Instruction

-New Course BLUE 4040 Bluegrass, Old-Time, and Roots Music Leadership and Group Teaching

Prior to the meeting, Primary Reviewers Julie Bowers and Jennifer Young contacted Nathaniel Olson to clarify information related to the course titles.

With input from the originator, the course titles were changed to Bluegrass, Old-Time, and Roots Music Pedagogy and Applied Instruction (BLUE 4030) and Bluegrass, Old-Time, and Roots Music Leadership and Group Teaching (BLUE 4040). (done)

Confirmation from Primary Reviewers Julie Bowers (by e-mail) and Jennifer Young

- ✓ Courses consistent with university goals
- ✓ Courses add value to the Department of Appalachian Studies and university
- ✓ Course objectives are appropriate
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 4000-level courses
- ✓ Courses appropriate at 4000 level
- ✓ Credit hours appropriate at 3

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

-New Course BLUE 4050 Bluegrass, Old-Time, and Roots Music Research Methods and Techniques

Prior to the meeting, Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay contacted Nathaniel Olson to clarify information related to the catalog description and course title.

With input from the originator, the following edits were made during the meeting.

- Course title – change to Bluegrass, Old-Time, and Roots Music Research Methods and Techniques (done)
- Catalog Description – change to “Provides opportunities to prepare for and propose original cultural documentation research. Also explores issues and techniques involved

in planning, analysis, synthesis, fieldwork, and archival research related to Bluegrass, Old-Time, and Roots music making.” (done)

Confirmation from Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay (by e-mail)

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 with the edits completed during the meeting. Jennifer Young seconded. The motion passed unanimously.

-New Course BLUE 4060 Bluegrass, Old-Time, and Roots Music Research Project

Prior to the meeting, Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay contacted Nathaniel Olson to clarify information related to the catalog description and course title.

With input from the originator, the following edits were made during the meeting.

- Course title – change to Bluegrass, Old-Time, and Roots Music Research Project (done)
- Catalog Description – change to “Provides the opportunity to carry out a research project related to Bluegrass, Old-Time, and Roots music that involves collecting and analyzing information, synthesizing critical points for discussion, and developing a final report appropriate for presentation or publication.” (done)

Confirmation from Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay (by e-mail)

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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 with the edits completed during the meeting. Jason Davis seconded. The motion passed unanimously.

-New Course BLUE 4805 Historical Recording Methods

Prior to the meeting, Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay contacted Nathaniel Olson to clarify if the course is required for the major. The originator confirmed it is an elective course.

Confirmation from Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Appalachian Studies 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. Jason Davis seconded. The motion passed unanimously.

- *Revise Curriculum: Substantive – BA, Bluegrass, Old-Time, and Country Music Studies*

Prior to the meeting, Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay contacted Nathaniel Olson to clarify information related to the Major Specific Grade Requirement.

As the meeting progressed, Evelyn Roach edited the curriculum revision proposal to reflect the changes in course titles and descriptions completed during the meeting.

Tabitha Fair noted she is unable to locate BLUE 4989 Internship (3 credits) in the Undergraduate Catalog. Drew Howell confirmed BLUE 4989 is an existing course that has been active since 2015 and was last offered Summer 2019. The shadow team noted this needs to be corrected in the catalog.

During committee discussion, the following edits were made.

- BLUE 4989 Internship was added to the List of Existing Courses Added to the Program. (done)
- Major Specific Grade Requirement – change to N/A (done)

Confirmation from Primary Reviewers Tabitha Fair and Scott Contreras-Koterbay (by e-mail)

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Appalachian Studies, College of Arts & Sciences, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Tabitha Fair motioned to approve the proposal as written. Jonathan Taylor seconded. The motion passed unanimously.

Other Discussion: None

Tony Pittarese adjourned the meeting at 3:50 pm.

Respectfully submitted,
Rhonda Brodrick, UCC Secretary

Approved 3/10/21