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Undergraduate Curriculum Council Minutes

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2021 March 10 - Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Committee
Meeting Notes
March 10, 2021**

Members Present Julie Bowers, Rhonda Brodrick, Tabitha Fair, William Flora, Julie Fox-Horton, Drew Howell, Myra Jones, Sookhyun Kim, Scott Contreras-Koterbay, Tony Pittarese, Evelyn Roach, Laurie Schroder, Kimberly Sell, Melissa Shafer, Jonathon Taylor, Jennifer Young

Members absent T. Jason Davis, Casey Gardner (on leave), Dana Harrison

Guests Present Junko Tezuka-Arnold, Jagdeep Bhandari, Cindy Chambers, Alan Holmes, Zachary James, Taylor Stevenson, Daniel Westover

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:

Scott Contreras-Koterbay moved to approve the February 24, 2021 minutes. Julie Fox-Horton seconded. The motion passed unanimously.

New Business

-New Course JAPN 2015 - Japanese Pop Culture

Zachary James provided an overview of the proposed course which covers the economic and social impact of Japanese Pop Culture from 1920 to the present.

Prior to the meeting, Primary Reviewers Tabitha Fair and Melissa Shafer contacted Zachary James to clarify information related to the catalog description and course objectives.

With input from the originator, the reference to students was removed from the stem introducing the course objectives. (done)

Confirmation from Primary Reviewers Tabitha Fair and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Literature & Language 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

Melissa Shafer motioned to approve the proposal with the edit completed in the meeting. Tabitha Fair seconded. The motion passed unanimously.

-New Course JAPN 4230 – Japanese Manga and Anime Translation

Junko Arnold provided an overview of the proposed course which focuses on development of translation skills.

Prior to the meeting, Primary Reviewers Tabitha Fair and Melissa Shafer contacted Junko Arnold to clarify information related to an overlap in the grading scale and the implementation date.

With input from the originator, the grading scale category for C was adjusted to 73 – 76%.
(done)

Confirmation from Primary Reviewers Tabitha Fair and Melissa Shafer

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Literature & Language 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 edit to the grading scale. Melissa Shafer seconded. The motion passed unanimously.

- Establish New Concentration in an Existing Program - Japanese - B.A. in Foreign Languages: Japanese Concentration

Junko Arnold provided an overview of the proposed concentration which will expand the language program to include Japanese and increase job opportunities for students.

Primary Reviewers Julie Bowers and Julie Fox-Horton found the proposal to be well written with no areas of concern. Scott Contreras-Koterbay did alert the originator that ARTH 4087 Art of Asia was offered infrequently because of limited faculty in the department; however, limited offerings of the course would not prevent students from completing their degree.

Confirmation from Primary Reviewers Julie Bowers and Julie Fox-Horton

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

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

- Revise Academic Minor - English Minor

Alan Holmes and Daniel Westover provided an overview of the proposed revision to the minor which streamlines the minor from 24 credits to 18 credits, removes TN e-campus courses, and prevents students from applying the same courses to multiple minors.

Prior to the meeting, Primary Reviewers Sookhyun Kim and Scott Contreras-Koterbay contacted Alan Holmes to clarify information related to having 2000 level courses in the minor. No revisions were necessary.

Confirmation from Primary Reviewers Sookhyun Kim and Scott Contreras-Koterbay

- ✓ Proposal consistent with university goals

- ✓ Proposal adds value to the Department of Literature & Language, College of Arts & Sciences, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Scott Contreras-Koterbay motioned to approve the proposal as written. Sookhyun Kim seconded. The motion passed unanimously.

- Revise Curriculum: Non-Substantive - B.A. in English

Daniel Westover provided an overview of the proposed curriculum revision which removes TN eCampus courses and incorporates new guidelines related to the Technical & Professional Writing and Film and Media Studies minors.

Primary Reviewers Laurie Schroder and Kimberly Sell found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Laurie Schroder and Kimberly Sell

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

Kim Sell motioned to approve the proposal as currently written. Laurie Schroder seconded. The motion passed unanimously.

- Revise Curriculum: Non-Substantive - English Major, B.A. (Teaching Major)

Alan Holmes provided an overview of the proposed curriculum revision which involved a change in one sentence.

Prior to the meeting, Primary Reviewers Jonathon Taylor and Jennifer Young contacted Alan Holmes to clarify information related to the number of courses added/deleted. With input from the originator, edits were completed prior to the meeting.

Confirmation from Primary Reviewers Jonathon Taylor and Jennifer Young

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

Jennifer Young motioned to approve the proposal as currently written. Jonathon Taylor seconded. The motion passed unanimously.

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

This proposal was tabled at the 2/24/21 meeting and is returning for its second review.

Prior to the meeting, Primary Reviewers Jason Davis and Dana Harrison met with Jagdeep Bhandari to revise the proposal. With the originator's approval, edits were made to the Academic & Credit Number Justification, Catalog Description, Course Objectives, Major Course Topics, Expected learning Outcomes, and Major Assignments/Exams/Grade-weight Values.

Tony Pittarese read an e-mail from Dana Harrison in which she recommended approval of the proposal.

Confirmation from Primary Reviewers Jason Davis and Dana Harrison (by e-mail)

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Economics & Finance 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

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

- Revise Academic Minor - Special Education Minor

Cindy Chambers provided an overview of the proposed revision to the minor which would prevent students from double counting courses when pursuing the Early Childhood Development major and Special Education minor.

Julie Bowers and Julie Fox-Horton found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Julie Bowers and Julie Fox-Horton

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Educational Foundations/Special Education, Clemmer College of Education, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

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

- Establish Minor - Special Education Interventionist / Comprehensive Minor

Cindy Chambers provided an overview of the proposed minor which would enable students seeking an initial teaching license to concurrently complete licensure coursework for special education licensure.

Prior to the meeting, Primary Reviewers Jonathon Taylor and Jennifer Young contacted Dawn Rowe to clarify information related to the existing courses.

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

- Existing Course Information: add SPED 4367 Teaching Math to Students with Mild/Moderate Exception Learning Needs, SPED 4587 Access to the General

Curriculum for Students with Significant Disabilities, SPED 4767 Advanced Strategies for Behavioral Interventions (done)

- Number of Existing Courses – increase from 7 to 10
- Number of Existing Credits – increase from 19 to 28

Confirmation from Primary Reviewers Jonathon Taylor and Jennifer Young

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Educational Foundations/Special Education, Clemmer College of Education, and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Jennifer Young motioned to approve the proposal as currently written. Jonathon Taylor seconded. The motion passed unanimously.

Other Discussion: None

Tony Pittarese adjourned the meeting at 3 pm.

Respectfully submitted,
Rhonda Brodrick, UCC Secretary

Approved 3/24/21