

East Tennessee State University

## Digital Commons @ East Tennessee State University

---

Undergraduate Curriculum Council Minutes

---

4-28-2021

### 2021 April 28 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

Follow this and additional works at: <https://dc.etsu.edu/ucc-minutes>



Part of the [Higher Education Commons](#)

---

#### Recommended Citation

University Governance, East Tennessee State University, "2021 April 28 - Undergraduate Curriculum Council Minutes" (2021). *Undergraduate Curriculum Council Minutes*. 184.  
<https://dc.etsu.edu/ucc-minutes/184>

This Minutes is brought to you for free and open access by Digital Commons @ East Tennessee State University. It has been accepted for inclusion in Undergraduate Curriculum Council Minutes by an authorized administrator of Digital Commons @ East Tennessee State University. For more information, please contact [digilib@etsu.edu](mailto:digilib@etsu.edu).

**Undergraduate Curriculum Committee  
Meeting Notes  
April 28, 2021**

**Members Present** Rhonda Brodrick, T. Jason Davis, Tabitha Fair, William Flora, Julie Fox-Horton, Dana Harrison, Stacie Hill, 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** Julie Bowers

**Guests Present** Christy Hall, Karen Kornweibel, Greta Marek, Moin Uddin, 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 March 24 and April 14, 2021 minutes. Julie Fox-Horton seconded. The motion passed unanimously.

**New Business**

Tony Pittarese announced two additions to the published agenda: the tabled Minor in Brewing and Distillation Studies and UCC Meeting during the summer.

***Revise Curriculum: Non-Substantive – Bachelor of Science in Engineering***

Moin Uddin provided an overview of the proposed revision which pertains to the engineering curriculum offered jointly between ETSU and Tennessee Technological University. This proposal harmonizes the two university catalogs.

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

One edit was completed during the meeting. ENGR 4900 Professionalism and Ethics (Current Program of Study) was changed to ENGR 4900 Engineering Design, Professionalism, and Ethics (Program Revision and Final Revision).

Confirmation from Primary Reviewers Julie Bowers and Tabitha Fair

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

Tabitha Fair motioned to approve the proposal with the edit to the course title. Scott Contreras-Koterbay seconded. The motion passed unanimously.

**Revise Course: Substantial Modification - NRSE 3300 Promoting Academic Success in Nursing**

Greta Marek provided an overview of proposed revisions to the course which is designed to assist students identified as at risk using the Test of Essential Academic Skills (TEAS), an entrance exam required for admission into the nursing program.

Prior to the meeting, Primary Reviewers Dana Harrison and Laurie Schroder contacted Greta Marek to clarify information related to the catalog description, course purpose, course objectives, and learning outcomes. With input from the originator, edits were completed prior to the meeting.

One additional edit was completed during the meeting: identified was removed from the course purpose.

Confirmation from Primary Reviewer Dana Harrison and Laurie Schroder

- ✓ Course consistent with university goals
- ✓ Course adds value to College of Nursing Undergraduate Programs 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

Laurie Schroder motioned to approve the proposal with the edit to the course purpose. Dana Harrison seconded. The motion passed unanimously.

Karen Kornweibel provided an overview of 3 new courses and a new minor proposal in Global Citizenship. These proposals reflect efforts to change from a generalized to a more focused honors curriculum. The curriculum is designed around 3 core courses in Human Rights and Global Citizenship with an introductory course in human rights and ethical theory, a study abroad opportunity in the second course, and structured research/reflection in the third course.

**New Course UHON 1418 - Human Rights and Global Citizenship I**

Prior to the meeting, Primary Reviewers Julie Fox-Horton and Scott Contreras-Koterbay contacted Karen Kornweibel to clarify information related to the catalog description, major course topics, and bibliographical formatting of the required texts. With input from the originator, edits were completed prior to the meeting.

One edit was completed during the meeting: the catalog description was edited to match the catalog description in the minor proposal.

Confirmation from Primary Reviewers Julie Fox-Horton and Scott Contreras-Koterbay

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

Scott Contreras-Koterbay motioned to approve the proposal with the edit to the catalog description. Julie Fox-Horton seconded. The motion passed unanimously.

### ***New Course UHON 2418 - Human Rights and Global Citizenship II***

Karen Kornweibel noted the topics will vary in this course, and it will include a period of overseas travel to broaden students' perspectives on human rights and global citizenship.

Prior to the meeting, Primary Reviewers Melissa Shafer and Jonathon Taylor contacted Karen Kornweibel to clarify information related to the catalog description which differed from the description included in the minor proposal. With input from the originator, the catalog description was changed to match the one presented for UHON 2418 in the minor proposal.

Confirmation from Primary Reviewers Melissa Shafer and Jonathon Taylor

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

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

### ***New Course UHON 3418 - Human Rights and Global Citizenship III***

Prior to the meeting, Primary Reviewers Kim Sell and Jennifer Young contacted Karen Kornweibel to clarify information related to the bibliographical formatting of the required texts. With input from the originator, the citation was reformatted to MLA.

Confirmation from Primary Reviewers Kim Sell and Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Honors College 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 with the edit completed in the meeting. Kim Sell seconded. The motion passed unanimously.

### ***Establish Minor - Global Citizenship Minor***

Karen Kornweibel provided an overview of the proposed minor.

Prior to the meeting, Primary Reviewers Jason Davis and Sookhyun Kim contacted Karen Kornweibel to clarify information related to the academic justification and learning outcomes 6, 10, and 12. The originator was also asked to differentiate between UHON 2418 Human Rights and Global Citizenship II and UHON 4808 Honors Study Abroad and UHON 3418 Human Rights and Global Citizenship III and XXXX 4018 Global Capstone (Honors Capstone hours in the student's major).

During the meeting, the following edits were completed.

- Academic Justification – The final sentence in the justification was moved up and placed as the second sentence in the paragraph.
- Learning Outcome 10 – Begin with Evaluate and remove “Plan and”
- Learning Outcome 12 – Edit to read “Develop leadership skills . . .”

Confirmation from Primary Reviewers Jason Davis and Sookhyun Kim

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying and ETSU
- ✓ Learning outcomes appropriate
- ✓ Courses appropriate

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

### ***Establish Minor - Brewing and Distillation Studies***

This proposal was tabled at the March 24, 2021 meeting. UCC members voiced a variety of concerns about approving the minor proposal before ownership had been clarified. Members noted there are significant benefits/responsibilities in terms of operationalizing and maintaining the curriculum.

Bill Flora updated the committee explaining there had been extensive discussion on where to house the minor and its courses. The decision was made to place the minor in the College of Graduate & Continuing Studies and Department of Cross-Disciplinary Studies.

Tony Pittarese opened the floor for discussion related to the proposed minor. UCC members voiced willingness to approve the minor with the designation of ownership established.

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

### **Other Discussion:**

#### **Recognition of UCC Members at the End of Their Term of Service**

Tony Pittarese recognized committee members individually thanking them for their contributions to the committee's work. The following members' terms of service are ending:

- |                    |  |   |
|--------------------|--|---|
| • Melissa Shafer   | Arts & Sciences                        | not returning                               |
| • T. Jason Davis   | Education                              | undecided – waiting for college input       |
| • Julie Fox-Horton | Continuing Studies                     | returning to committee                      |
| • Kim Sell         | At large member                        | willing to return; Dr. Flora will follow-up |
| • Dana Harrison    | 2 <sup>nd</sup> rep chair's department | not returning                               |
| • Sookhyun Kim     | Faculty Senate                         | not returning; rotating off faculty senate  |

#### **Selection of 2021-2022 UCC Chair and Secretary**

Three UCC members agreed to consider chairing the committee in 2021-2022: Tabitha Fair, Jason Davis, and Scott Contreras-Koterbay. Once the candidate(s) decide, Tony Pittarese will send an e-mail ballot to UCC members using a process that allows anonymous voting.

Rhonda Brodrick agreed to continue as secretary unless another member wanted the position. The committee elected her to continue in the position.

### **Discussion related to UCC Meetings during the summer**

Tony Pittarese stated there could be a potential for a called Zoom meeting during summer if something substantial occurs related to curriculum. Evelyn Roach said the potential would be low since there was very little in process at this point. In the event a meeting is necessary, UCC members will be contacted by e-mail to arrange a Zoom meeting.

Tony Pittarese adjourned the meeting at 3:15 pm.

Respectfully submitted,  
Rhonda Brodrick, UCC Secretary

Approved by e-mail responses from UCC members 6/04/21