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Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Council
Meeting Notes
February 28, 2024**

Members Present Rhonda Brodrick, Allen Coates, T. Jason Davis, Mathew Desjardins, Chelsie Dubay, Bradley Edwards, Cynthia Edwards, William Flora, Julie Fox-Horton, Colin Glennon, Daniel Hedden, Stacie Hill, Myra Jones, Evelyn Roach, Melessia Webb, Jennifer Young

Members absent Paul Baggett, Julie Bowers

Guests Present Gregory Bishop, Ruth Facun-Granadozo, Katherine (Christy) Hall, Dana Harrison, Kason O'Neil, Kathryn Sharp, Robert Standaert

The UCC meeting was called to order at 2 p.m. by Julie Fox-Horton. The meeting was conducted virtually using Zoom. Roll was taken by Rhonda Brodrick.

Old Business

Mathew Desjardins moved to approve the February 14, 2024 minutes. Chelsie Dubay seconded. The motion passed.

New Business

Revise Academic Minor–Fine and Performing Arts Honors Studies Minor

This proposal was removed from the agenda and will be placed on the agenda of the next meeting. A new course proposal, which is not ready for UCC review, accompanies the revision to the minor.

Revise Program Policy–BSN–Progression

Christy Hall provided an overview of the revisions to the progression policy which align admission policy requirements for all ETSU BSN program tracks and bring admission policy requirements into alignment with those at peer institutions.

Primary Reviewer Daniel Hedden found the proposed policy changes to be clear and supported with appropriate rationales.

Confirmation from Primary Reviewer Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Undergraduate Nursing, the College of Nursing, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Proposed revisions are appropriate.

Daniel Hedden motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

Revise Curriculum: Non-Substantive–B.S. Chemistry (ACS Chemistry Concentration)

Gregory Bishop provided an overview of the revisions to the curriculum which adds BIOL 1110/1111 Biology for Science Majors Lecture/Lab to the Additional Requirements section and increases options for upper-level elective credits.

Revise Curriculum: Non-Substantive–B.S. Chemistry (Biochemistry Concentration)

Gregory Bishop provided an overview of the revisions to the curriculum which removes BIOL 1120/1121 Biology for Science Majors Lecture II/Lab II and BIOL 1130/1131 Biology for Science Majors Lecture III/Lab III and adds upper-level electives, free elective credits, and undergraduate research and honors options.

Revise Curriculum: Non-Substantive– B.S. Chemistry (Chemical Physics Concentration)

Gregory Bishop provided an overview of the revisions to the curriculum which adds BIOL 1110/1111 Biology for Science Majors Lecture/Lab to the Additional Requirements section and adjusts courses to increase upper-level elective options.

Prior to the meeting, Primary Reviewers Matthew Desjardins and Jason Davis found the three curriculum revision proposals to be well written with no areas of concern.

Confirmation from Primary Reviewers Matthew Desjardins and Jason Davis

- ✓ These three proposals are consistent with university goals
- ✓ These three proposals add value to the Department of Chemistry, the College of Arts & Sciences, and the university.
- ✓ Justifications for these three proposals are appropriate.
- ✓ Course changes for these three proposals are appropriate.

Jason Davis motioned to approve the three chemistry non-substantive curriculum proposals as written. Mathew Desjardins seconded. The motion passed.

- New Course – MKTG 4619 Marketing Research and Analytics

Dana Harrison provided an overview of the proposed new course which was previously offered as a 4000-level course for all marketing majors. This course will replace dual listed MKTG 4617 Marketing Research and Analytics, which is being uncoupled because of increased enrollment and timing of course offerings.

Primary Reviewer Chelsie Dubay found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Chelsie Dubay

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Management, Marketing, and Supply Chain, the College of Business & Technology, and the 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.

Chelsie Dubay motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

- New Course – MKTG 4719 Applied Marketing Analytics

Dana Harrison provided an overview of the proposed new course which will replace dual listed MKTG 4717 Data Driven Marketing Decisions, which is being uncoupled because of increased enrollment and timing of course offerings.

Primary Reviewer Chelsie Dubay found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Chelsie Dubai

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Management, Marketing, and Supply Chain, the College of Business & Technology, and the 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.

Chelsie Dubai motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

Revise Curriculum: Non-Substantive–B.B.A. Marketing

Dana Harrison provided an overview of the revisions to the curriculum which is needed to add stand-alone courses to the BBA and MBA concentrations. The revision decouples 2 dual listed courses to create MKTG 4619 Marketing Research and Analytics and MKTG 4719 Applied Marketing Analytics.

Primary Reviewer Chelsie Dubai found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Chelsie Dubai

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Management, Marketing, and Supply Chain, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Course changes are appropriate.

Chelsie Dubai motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

Revise Academic Minor–Management

Dana Harrison provided an overview of the revisions to the minor which remove courses outside of the MGMT field then offers an established six MGMT courses (MGMT 3000 Organizational Behavior and Management, MGMT 4020 Organizational Theory and Development, MGMT 4460 Organizational Leadership, MGMT 4510 Human Resources Management, MGMT 4570 Training and Development, MGMT 4617 Small Business Management).

Primary Reviewer Chelsie Dubai found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Chelsie Dubai

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Management, Marketing, and Supply Chain, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Course changes are appropriate.

Chelsie Dubai motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

- New Course – CSCI 4220 Introduction to Artificial Intelligence

Mathew Desjardins provided an overview of the proposed new course which is designed to fill a content gap by providing foundational knowledge in artificial intelligence. This course will be used to support a proposed future degree in data analytics.

Primary Reviewers Jennifer Young and Brad Edwards found the proposed course to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Jennifer Young and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Computing, the College of Business & Technology, and the 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.

Brad Edwards motioned to approve the proposal as written. Jennifer Young seconded. The motion passed.

Revise Program Policy–Computing Major, B.S. (Cybersecurity and Modern Networks) – Admission

Mathew Desjardins provided an overview of the proposal to remove the admission policy for the major. The admission policy was originally set to pull in higher quality students; however, enrollment is decreasing because students perceive the policy to be overly stringent. Removing the policy will make the program more competitive with peer institutions.

Primary Reviewers Jennifer Young and Brad Edwards found the proposed course to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Jennifer Young and Brad Edwards

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Computing, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Policy removal is appropriate.

Jennifer Young motioned to approve the proposal as written. Brad Edwards seconded. The motion passed.

The next series of proposals are for curriculum changes required by the Tennessee Board of Education. They are created in response to upcoming licensure changes enacted by the National Association for the Education of Young People (NAEYC) and Division of Early Childhood, Council for Exceptional Children (DEC-CEC) and. The new licensure, Integrated Early Childhood Education PreK – 3, will go into effect in May 2026. Kathryn Sharp provided an overview of the new curriculum.

- New Course – ECED 3161 Assessment and Lesson Planning I in Integrated EC PreK-3

This proposed new course develops student skills in planning, instruction, and assessment for this population.

During the meeting, Primary Reviewers Brad Edwards clarified information related to corequisites, confirming students would have 4 corequisite courses in addition to this course.

Confirmation from Primary Reviewers Brad Edwards and Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Early Childhood Education, Clemmer College of Education & Human Development, and the 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.

Brad Edwards motioned to approve the proposal as written. Jennifer Young seconded. The motion passed.

- New Course – ECED 3301 Professional Standards and Theory for Integrated Early Childhood

This course introduces students to NAEYC and DEC-CEC professional standards and theories.

Primary Reviewers Brad Edwards and Jennifer Young found the course to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Brad Edwards and Jennifer Young

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Early Childhood Education, Clemmer College of Education & Human Development, and the 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.

Brad Edwards motioned to approve the proposal as written. Jennifer Young seconded. The motion passed.

- New Course – ECED 3302 Guiding and Managing Behavior in Integrated PreK-3 Classrooms

This new course increases student awareness and knowledge of guiding and managing behavior in the PreK-3 population.

Primary Reviewers Melessia Webb and Allen Coates contacted Pamela Evanshen to clarify information related to corequisites.

Confirmation from Primary Reviewers Melessia Webb and Allen Coates

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Early Childhood Education, Clemmer College of Education & Human Development, and the 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.

Allen Coates motioned to approve the proposal as written. Melessia Webb seconded. The motion passed.

- New Course – ECED 3303 Learning Environments for Integrated Early Childhood PreK-3

The proposed course provides opportunities to use course content and assignments to increase candidate awareness and knowledge of physical and emotional learning environments.

- New Course – ECED 3304 Equity, Inclusion, and Advocacy in Integrated Early Childhood PreK-3 Settings

This new course increases candidate awareness of individual and cultural variations in this population and familiarity with principles of multi-cultural and anti-bias education.

- New Course – ECED 3322 Introduction to Diverse Learners in Integrated Early Childhood PreK-3

This new course is designed to expose students to the cultural diversities within society and to familiarize them with best practices in integrated early childhood education.

Prior to the meeting, Primary Reviewers Melessia Webb and Allen Coates contacted Pamela Evanshen to clarify information related to course prerequisites and expected learning outcomes.

The following concerns were noted related to the ECED 3303, ECED 3304, and ECED 3322 proposals:

- Inconsistency in identifying prerequisite vs corequisite courses – Most of the proposals show 4 corequisite courses but some have 4 prerequisite courses. Should the courses showing as prerequisite actually be corequisite courses?
- ECED 3303 - Expected learning outcomes 4, 6, 7, 8, 9, and 10 state the student will gain knowledge/competence/understanding. Are these outcomes measurable or how would they be measured?
- ECED 3303 - Required text(s) or materials are not alphabetized.

Jason Davis motioned to hold approval of these 3 new course proposals and the associated curriculum revision proposal. Representatives present for the meeting will notify the originator of the UCC's concerns. Julie Fox-Horton will work with the originator to correct the proposals then provide an update of corrections to UCC members. These proposals will return to UCC for review during the March 6, 2024 meeting (assuming revisions are complete). They will be reviewed and voted on as a block by the committee. Chelsie Dubay seconded the motion. The motion passed.

Revise Course–Substantial Modification (major)–ECED 4161 Curriculum Development for Young Children

The proposed course revisions include renaming the course Assessment & Lesson Planning II for Integrated Early Childhood PreK-3 Settings. This course offers candidates the opportunity to analyze children's thinking as it influences curriculum design in early childhood. It includes field participation in early childhood settings.

Primary Reviewers Mathew Desjardins and Jason Davis found the proposed course modifications to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Mathew Desjardins and Jason Davis

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Early Childhood Education, Clemmer College of Education & Human Development, and the 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 written. Chelsie Dubay seconded. The motion passed.

Revise Curriculum: Substantive–PreK-3–Concentration

This proposal is on hold pending revision to the ECED courses as noted above.

Revise Course– Substantial Modification–PEXS 3850 Scientific Basis of Human Performance

Kason O’Neil provided an overview of the course revisions which reflect removal of the lab component of the course. The revisions include a new course name, Scientific Principles of Physical Education and Sport, and a reduction in credit hours from 4 to 3.

Prior to the meeting, Primary Reviewers Colin Glennon and Daniel Hedden found the modifications to be clearly stated with no areas of concern.

Confirmation from Primary Reviewers Colin Glennon and Daniel Hedden

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sport, Exercise, Recreation, & Kinesiology, Clemmer College of Education & Human Development, and the 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 reduction from 4 to 3 is appropriate.

Daniel Hedden motioned to approve the proposal as written. Colin Glennon seconded. The motion passed.

Revise Course– Substantial Modification– PEXS 4075 Residency I: Field Experience

Kason O’Neil provided an overview of the course revisions which reflect an increase in credit hours from 2 to 3 and modifies the course prerequisites and corequisites. This course provides teacher candidates with experience in observing and teaching PE and lifetime wellness in public schools. The course includes 50 hours of elementary placement and 50 hours of secondary placement.

Prior to the meeting, Primary Reviewer Colin Glennon found the modifications to be clearly stated with no areas of concern.

Confirmation from Primary Reviewer Colin Glennon

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Sport, Exercise, Recreation, & Kinesiology, Clemmer College of Education & Human Development, and the 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 hour increase from 2 to 3 is appropriate.

Colin Glennon motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

Revise Curriculum: Non-Substantive–Kinesiology Major, B.S. (Physical Education K-12 Concentration)

Kason O'Neil provided an overview of the proposed curriculum revisions.

- Change credit hours for PEXS 3850 Scientific Principles of Physical Education and Sport from 4 to 3 (formerly Scientific Basis of Human Performance).
- Change credit hours for PEXS 4075 Residency I: Field Experience from 2 to 3.
- Change course title of for PEXS 3005 Instructional Delivery Techniques for Movement to Instructional Methods for Physical Education and Coaching.
- Change course title for PEXS 4075 Pre-Residency: First Two Weeks of School to Pre-Residency: First 6 Weeks of School
- Change course title for PEXS 4717/5717 Residency I: Secondary Physical Education Methods to Secondary Physical Education Methods.

Prior to the meeting, Primary Reviewer Colin Glennon contacted Kason O'Neil to clarify the impact of the changes on currently enrolled students. The originator confirmed that currently enrolled students would have access to the courses they required to complete their degrees.

Confirmation from Primary Reviewer Colin Glennon

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Sport, Exercise, Recreation, & Kinesiology, Clemmer College of Education & Human Development, and the university.
- ✓ Course objectives are appropriate.
- ✓ Justification for revision is appropriate.
- ✓ Course changes are appropriate.

Colin Glennon motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

Other Discussion:

The next meeting will be on March 6, 2024. There are currently about 15 proposals ready for UCC review. The proposals tabled from today's meeting will return at the next meeting and be reviewed as a block. Julie Fox-Horton will publish the agenda on Tuesday, March 5, which gives very little time to contact originators with comments. Julie Fox-Horton will assign proposals already in the queue early to give members additional time to complete their reviews.

Chelsie Dubay motioned to adjourn the meeting. Jason Davis seconded. Julie Fox-Horton adjourned the meeting at 3:30 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved 3/6/24