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Undergraduate Curriculum Council Minutes

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2024 March 6 - Undergraduate Curriculum Council Minutes

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**Undergraduate Curriculum Council
Meeting Notes
March 6, 2024**

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

Members absent Paul Baggett, Julie Bowers, Rhonda Brodrick, Bradley Edwards, Colin Glennon

Guests Present Pamela Evanshen, Michelle Freeman, Alan Holmes, Tao Huang, Ester Verhovsek Hughes, Keith Johnson, Scott Koterbay, Richard Prince, Tabitha Quillen, Robert Standaert, Alan Stevens, Mohammad Uddin

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 Julie Fox-Horton.

Old Business

Mathew Desjardins moved to approve the February 28, 2024 minutes. Jason Davis seconded. The motion passed.

The following three proposals were held from the 2/28/24 meeting because of questions about prerequisites/corequisites and expected learning outcomes. The courses are created to meet 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 required by the Tennessee Department of Education. The proposals are returning to UCC for a second review.

- New Course – ECED 3303 Learning Environments for Integrated Early Childhood PreK-3
This new 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, Pamela Evanshen worked with members of the shadow team to clarify information related to prerequisites/corequisites and expected learning outcomes. Edits were completed prior to the meeting.

Confirmation from UCC members

- ✓ Courses consistent with university goals

- ✓ Courses add 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 3000-level courses.
- ✓ Courses appropriate at 3000 level.
- ✓ Credit hours appropriate at 3 for each course.

Jason Davis motioned to approve the proposals as amended. Mathew Desjardins seconded. The motion passed.

New Business

-Revise Curriculum: Substantive–PreK-3–Concentration

Overview of the proposed curriculum revisions.

- Deletion of SPED 2300 Exceptional Learners in Schools and Communities, ECED 3140 Guiding Young Children, EDFN 3310 Educational Psychology, ECED 3220 Designing Physical Environments, EDFN 3301 Issues in Education, and SPED 3322 Early Intervention Strategies for the Exceptional Child
- Addition of ECED 3301 Professional Standards and Theory for Integrated Early Childhood, ECED 3302 Guiding and Managing Behavior in Integrated PreK-3 Classrooms, ECED 3161 Assessment and Lesson Planning I in Integrated Early Childhood Settings, ECED 3303 Learning Environments for Integrated Early Childhood PreK-3, ECED 3304 Equity, Inclusion, and Advocacy in Integrated Early Childhood PreK-3 Settings, ECED 3322 Introduction to Diverse Learners in Integrated Early Childhood PreK-3
- Revision of ECED 4161 Assessment & Lesson Planning II for Integrated Early Childhood PreK-3 Settings (formerly Curriculum Development for Young Children)

Confirmation from Primary Reviewers Colin Glennon (e-mail) and Daniel Hedden

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

Daniel Hedden motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

- New Course – FPAS 4010 Arts Immersive Leadership Experience

Scott Koterbay provided an overview of the proposed course which builds on FPAS 1210 Artistic Vision 1 and FPAS 2210 Artistic Vision II. In this new course which will be offered in summer, first year students will be taken to a major location to be fully immersed in arts experiences. Students will actively participate in creating the content for the experiences.

Prior to the meeting, Daniel Hedden and Julie Bowers contacted Scott Koterbay to clarify information related to the course purpose and course objectives. With permission of the originator, edits were completed prior to the meeting.

Confirmation from Daniel Hedden and Julie Bowers (e-mail)

- ✓ Course consistent with university goals

- ✓ Course adds value to departments within the Fine and Performing Arts, the College of Arts & Sciences, 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.

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

-Revise Academic Minor–Fine and Performing Arts Honors Studies Minor

Scott Koterbay provided an overview of the revisions to the minor which reflect the program being moved from the Honors College to the Mary B. Martin School of the Arts. The revision modifies the rubric for the minor, increases the minor's flexibility, decreases the minor's core courses, and expands the minor's interdisciplinary nature.

Prior to the meeting, Primary Reviewers Daniel Hedden and Julie Bowers found the proposal to be well written with no areas of concern. During the meeting, Daniel Hedden clarified whether the thesis option was being offered to students in the minor. The originator explained a thesis option is possible through independent study course(s).

The following edit was completed during the meeting:

- Summary of Revision – Change representat to represent a deletion.

Confirmation from Primary Reviewers Daniel Hedden and Julie Bowers (e-mail)

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the departments within the Fine and Performing Arts, the Mary B. Martin School of the Arts, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Daniel Hedden motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

- New Course – STEM 1050 Applied STEM Foundations

Mohammad Uddin provided an overview of the proposed course which will allow high school students to earn credit while exploring STEM concepts and select majors at ETSU during a proposed summer program.

Prior to the meeting, Daniel Hedden and Julie Bowers contacted Mohammad Uddin to clarify whether the course is restricted to high school students, whether high school students will receive dual enrollment credit, and whether the course will be on-ground or online. The originator answered these questions during the meeting.

Confirmation from Primary Reviewers Daniel Hedden and Julie Bowers (e-mail)

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

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

-Revise Program Policy–B.B.A. Accountancy

Michelle Freeman provided an overview of the proposed revision which removes the requirement for a B- or higher in ACCT 2010 Principles of Accounting I and ACCT 2020 Principles of Accounting II. This would return the policy to a C or better in all accounting courses.

Prior to the meeting, Primary Reviewer Jennifer Young found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jennifer Young

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

Jason Davis motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

-Revise Curriculum: Non-Substantive–B.S. Allied Health Leadership

Ester Verhovsek Hughes provided an overview of the proposed revision which replaces MGMT 3610 Principles of Management and Organizational Behavior (no longer offered) with MGMT 3000 Organizational Behavior and Management. Both are 3 credit courses.

Prior to the meeting, Primary Reviewer Jennifer Young contacted Ester Verhovsek Hughes to clarify information related to the course title of MGMT 3000. With permission of the originator, the course title was corrected prior to the meeting.

Confirmation from Primary Reviewer Jennifer Young

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Allied Health Sciences, the College of Clinical & Rehabilitative Sciences, and the university.
- ✓ Justification for revision is appropriate.
- ✓ The courses are appropriate.

Mathew Desjardins motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

-Revise Program Policy–B.S.N. Nursing–Admission

Tabitha Quillen provided an overview of the proposed policy revision which standardizes admission processes across BSN tracks and creates a admission criteria equivalent to those of peer institutions.

Prior to the meeting, Primary Reviewer Jennifer Young found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jennifer Young and Paul Baggett

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Undergraduate Programs, the College of Nursing, and the university.

- ✓ Justification for revision is appropriate.

Mathew Desjardins motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

- New Course – ARTA 3956 Topics in Art

Tao Huang provided an overview of the proposed seminar course taught on a rotating basis by faculty. The course will vary according to the instructor's expertise and interests. The course is repeatable for credit and will give students opportunities to explore types of art not covered in other art and design courses.

Prior to the meeting, Mathew Desjardins and Brad Edwards found the proposal to be well written with no areas of concern.

The following edits were completed during the meeting:

- Course Objectives – change furthers to further
- Expected Learning Outcomes – change furthers to further

Confirmation from Mathew Desjardins and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Art & Design, the College of Art & Sciences, 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 are appropriate in terms of range and repeatability.

Mathew Desjardins motioned to approve the proposal with the edits completed during the meeting. Jason Davis seconded. The motion passed.

New Course - BIOL 4057 Fundamentals of Molecular Medicine

Alan Holmes provided an overview of the proposed elective course for the Biomedical Sciences Concentration. This course completes an in-depth review of 15 major topics and provides opportunities for real world application.

With permission of the originator, Mathew Desjardins made minor edits prior to the meeting. Brad Edwards found the proposal to be well written with no areas of concern.

The following edits were completed during the meeting:

- Grading Scale – Change to read Below 60 = F

Confirmation from Mathew Desjardins and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Biological Sciences, the College of Art & Sciences, 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 are appropriate at 3.

Mathew Desjardins motioned to approve the proposal with the edit completed during the meeting. Jason Davis seconded. The motion passed.

New Course - BIOL 4297 Molecular Evolution and Evolutionary Genetics

Lev Yamposky did not attend the meeting. As presented in Curriculog, the proposed course is designed to cover a knowledge gap created when the traditional evolution course was shelved. This course focuses on molecular and genetic foundations of evolutionary processes.

Prior to the meeting, Mathew Desjardins and Brad Edwards contacted Lev Yamposky to clarify the grading scale. Edits were not possible during the meeting because the originator was not present.

Confirmation from Mathew Desjardins and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Biological Sciences, the College of Art & Sciences, 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 are appropriate at 4.

Mathew Desjardins motioned to approve the proposal with the provision that the originator correct/clarify the grading scale. The committee requested Julie Fox-Horton work with the originator to fix the grading scale then approve the proposal. Jason Davis seconded. The motion passed.

Revise Articulation Agreement – Chemistry and Pharmacy 3+1 Program

Robert Standaert provided an overview of the proposed policy revision which addresses changes in College of Pharmacy admission requirements. The changes include:

- Adding HSCI 3020 Human Physiology
- Decreasing biology requirements from 8 credits to 4 credits by dropping BIOL 1120/1121 Biology for Science Majors Lecture/Lab
- Eliminating the ECON requirement
- Increasing flexibility in the Biochemistry requirement by adding BIOL 4647/4657 Biochemistry of Macromolecules Lecture/Lab or HSCI 3030/3031 Introductory Biochemistry Lecture/Lab
- Updating P1 courses to the proposed 2028 COP curriculum

Prior to the meeting, Primary Reviewers Jason Davis and Allen Coates found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Allen Coates

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Chemistry, the Colleges of Arts & Sciences and Pharmacy, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Jason Davis motioned to approve the proposal as written. Allen Coates seconded. The motion passed.

-Revise Program Policy–Bachelor of Arts, All Music Concentrations: Composition, Music History, Performance, Contemporary Music Performance–Progression

Alan Stevens provided an overview of the proposed policy revision which clarifies the applied lesson sections of the current policy. Students are required to complete applied lessons level 1

for 1 year (2 semesters/not to exceed 4 semesters) and applied lessons level 2 for 1 year (2 semesters/not to exceed 6 semesters). Upon completing level 2, applied lessons level 3 is required every semester until the degree is completed.

Prior to the meeting, Primary Reviewers Jason Davis and Allen Coates contacted Alan Stevens to clarify how the proposed changes would impact a student changing majors to music and whether students who reach the maximum number of semesters at levels 1 or 2 without being successful are out of the program.

Confirmation from Primary Reviewers Jason Davis and Allen Coates

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Justification for revision is appropriate.

Jason Davis motioned to approve the proposal as written. Allen Coates seconded. The motion passed.

-Revise Program Policy–Bachelor of Music and Bachelor of Arts, All Concentrations–Progression Admission

Alan Stevens provided an overview of the proposed policy revision which clarifies the applied lesson sections of the current policy, removes wording related to financial aid, and adds a passing score of 85% for the Music Theory and Aural Skills Diagnostic Exam.

Prior to the meeting, Primary Reviewers Jason Davis and Allen Coates contacted Alan Stevens to clarify information related to whether students who are unable to reach the passing score are out of the program.

Confirmation from Primary Reviewers Jason Davis and Allen Coates

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Justification for revision is appropriate.

Jason Davis motioned to approve the proposal as written. Mathew Desjardins seconded. The motion passed.

Alan Stevens provided an overview of the next four proposed policy revisions. Piano Proficiency Exam (PPE) is required in all Bachelor of Music concentrations except one. The exam is taken after MUSC 1020 Class Piano 2. This policy clarifies what happens when students fail the exam by proposing students be required to add MUSC 1801 Applied Piano 1 in all subsequent semesters until they pass the PPE.

-Revise Program Policy–Bachelor of Music, Instrumental Performance–Progression

-Revise Program Policy–Bachelor of Music, Instrumental/General Music Education–Progression

- Revise Program Policy–Bachelor of Music, Vocal Performance–Progression

- Revise Program Policy–Bachelor of Music, Vocal/General Music Education–Progression

Prior to the meeting, Primary Reviewers Melessia Webb and Chelsie Dubay found the proposals to be well written with no areas of concern.

Confirmation from Primary Reviewers Melessia Webb and Chelsie Dubay

- ✓ Proposals consistent with university goals
- ✓ Proposals add value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Justifications for revision are appropriate.
- ✓ Course is appropriate.

Chelsie Dubay motioned to approve agenda items 15 - 18 as written. Melessia Webb seconded. The motion passed.

-Revise Academic Minor – Park and Recreation Management

Jason Davis provided an overview of the proposed revisions to the minor which removes SALM 3120 Outdoor Recreation (no longer offered) and increases minor flexibility by redistributing courses into 10 hours of required courses and 9 hours of elective courses.

Prior to the meeting, Primary Reviewers Chelsie Dubay and Melessia Webb contacted Jason Davis to clarify if there was room for the additional credit within the minor. No edits were required.

The following edits were completed during the meeting:

- Justification for the Program Revision – correct spelling of concurrently
- Present the Transition Plan for Students Currently in the Minor – correct spelling of regularly

Confirmation from Primary Reviewers Chelsie Dubay and Melessia Webb

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

Chelsie Dubay motioned to approve the proposal with the edits completed during the meeting. Allen Coates seconded. The motion passed.

-Revise Curriculum: Non-Substantive–Engineering Technology Major, B.S. (Electronics Engineering Technology Concentration)

Mathew Desjardins provided an overview of the proposed revisions which ensure the curriculum remains current and responsive to industry changes. The revision adds one elective course, ENTC 4517 Industrial Automation and Robotics, deletes two courses, ENTC 2330 Network Systems and ENTC 4307 Telecommunications, and alphabetizes the special elective courses.

Prior to the meeting, Primary Reviewers Jason Davis and Chelsie Dubay found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Chelsie Dubay

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Jason Davis motioned to approve the proposal as written. Chelsie Dubay seconded. The motion passed.

-Revise Curriculum: Non-Substantive–Engineering Technology Major, B.S. (Industrial Technology Concentration)

Mathew Desjardins provided an overview of the proposed revisions which ensure the curriculum remains current and responsive to industry changes.

- Remove COMM 2045 Public Speaking as a major-specific General Education Requirement
- Industrial Technology Concentration
 - Add ENTC 3710 Manual Numerical Control Programming
 - Remove ENTC 3620 Thermal and Fluid Technologies and ENTC 3670 Energy/Power/Transportation
- Industrial Operations Requirement
 - Add ACCT 2000 Accounting for Nonbusiness Majors
 - Add CSCI 1250 Introduction to Computer Science I
 - Remove CSCI 1800 Visual Programming and CSCI 2100 Introduction to C

Prior to the meeting, Primary Reviewers Colin Glennon and Jennifer Young contacted Mathew Desjardins to clarify whether the deleted courses will be available for students enrolled under the current catalog. Keith Johnson confirmed appropriate courses would be available.

The following edit was completed during the meeting:

- Total Requirements for Engineering Technology Major – changed to 79

Confirmation from Primary Reviewers Colin Glennon (e-mail) and Jennifer Young

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Jennifer Young motioned to approve the proposal with the minor edit. Jason Davis seconded. The motion passed.

-Revise Curriculum: Non-Substantive–Engineering Technology Major, B.S. (Manufacturing Engineering Technology Concentration)

Mathew Desjardins provided an overview of the proposed revisions which ensure the curriculum remains current and responsive to industry changes.

- General Education – clarification of chemistry and physics requirements
- Concentration
 - Replace CSCI 2100 Introduction to C with CSCI 1250 Introduction to Computer Science 1
 - Added CHEM 1120/1121 General Chemistry Lecture/Laboratory II
 - Deleted CHEM 1110/1111 General Chemistry Lecture/Laboratory I
 - Electives added: ENTC 4350 Biomedical Instrumentation I, ENTC 4517 Industrial Automation and Robotics, ENGR 1120 Programming for Engineers
 - Electives removed: ENTC 4217 Tool Design, CSCI 1800 Visual Programming I, CSCI 2100 Introduction to C

Prior to the meeting, Primary Reviewers Colin Glennon and Brad Edwards contacted Mathew Desjardins to clarify whether the deleted courses will be available for students enrolled under the current catalog. Keith Johnson confirmed appropriate courses would be available.

Confirmation from Primary Reviewers Colin Glennon (e-mail) and Brad Edwards (e-mail)

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Jason Davis motioned to approve the proposal as written. Chelsie Dubay seconded. The motion passed.

-Revise Curriculum: Substantive–B.S. Engineering Technology

Richard Prince provided an overview of the proposed revisions which remove low-level mathematics and technical calculus courses from the core engineering technology curriculum then adds METC 1140 Connections to Mechatronics, MATH 1910 Calculus 1, and MATH 1920 Calculus 2. Changes in the Biomedical Concentration include removing ENTC 3331 Electrodynamics for Engineers, adding PHYS 2020/2021 General Physics II – Noncalculus Lecture/Lab.

Prior to the meeting, Primary Reviewers Colin Glennon and Allen Coates contacted Richard Prince to clarify which course(s) will replace ENTC 3331 for current students. The originator explained current students may choose from any currently listed ENTC upper-level advisor-approved elective – most likely a course from the electrical engineering technology concentration. Dr. Coates corrected one minor typo in the academic justification prior to the meeting.

Confirmation from Primary Reviewers Colin Glennon (e-mail) and Allen Coates

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Allen Coates motioned to approve the proposal with one minor edit completed prior to the meeting. Jason Davis seconded. The motion passed.

-Revise Curriculum: Non-Substantive–B.S. Interior Architecture

Mathew Desjardins provided an overview of the proposed revision which removes 3 courses from the General Education Requirement courses: SRVL 1020 Introduction to Service-Learning in the Community, COMM 2045 Public Speaking, and COMM 2055 Argumentation and Debate.

This proposal was reviewed during the meeting.

Confirmation from Council Members

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

Chelsie Dubay motioned to approve the proposal as written. Jason Davis seconded. The motion passed.

-Revise Curriculum: Non-Substantive–Surveying and Mapping Science Major, B.S.

Mathew Desjardins provided an overview of the proposed revision which removes the restriction on which communication course must be taken and moves FNCE 3130 Real Estate Law from a major core requirement to an advisor-approved elective.

This proposal was reviewed during the meeting.

Confirmation from Primary Reviewers Colin Glennon (e-mail) and Brad Edwards

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Business & Technology, and the university.
- ✓ Justification for revision is appropriate.
- ✓ Courses are appropriate.

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

Other Discussion: None

The next meeting will be on March 27, 2024.

Mathew Desjardins motioned to adjourn the meeting. Jason Davis seconded. Julie Fox-Horton adjourned the meeting at 4:10 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved 4/10/24