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Undergraduate Curriculum Council Minutes

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4-10-2024

### 2024 April 10 - Undergraduate Curriculum Council Minutes

University Governance, East Tennessee State University

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**Undergraduate Curriculum Council  
Meeting Notes  
April 10, 2024**

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

**Members absent** Paul Baggett, Julie Bowers, Colin Glennon, Stacie Hill, Melessia Webb

**Guests Present** Mary Easterday, Ester Verhovsek Hughes, Beatrice Owens

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**

Chelsie Dubay moved to approve the March 6, 2024 minutes. Jason Davis seconded. The motion passed.

**New Business**

**- New Course—RHSC 4107 Counseling and Communication Skills for Rehabilitation Professionals**

Mary Easterday introduced the proposed course which provides an overview of counseling skills necessary to work with patients in clinical and other rehabilitative settings.

Prior to the meeting, Julie Bowers, Jason Davis, Paul Baggett, Jennifer Young, Brad Edwards, and Allen Coates were assigned to review the proposal. Julie Bowers requested clarification of the wording of Expected Learning Outcomes 3 and 10. With permission of the originator, edits to these ELO's were made prior to the meeting. Jason Davis clarified there were no pre-requisites for the course. Mary Easterday stated students would be admitted to the course with permission of the instructor.

During the meeting, the following edits were made:

- Course repeatable for credit – change to no
- Total credits if repeatable – remove content to leave this section empty

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value to the Department of Rehabilitative Sciences, the College of Clinical & Rehabilitative 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.

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

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

Ester Verhovsek Hughes provided an overview of the proposed revision. SACSCOC accreditation Standard 10.8 requires substantive documentation of work completed outside of the institution. It is difficult to obtain documentation that supports awarding hours based on the standard. This revision deletes the Field Cognate of 1-15 credits and replaces it with 15 credits of advisor approved electives composed of existing ETSU courses.

Prior to the meeting, Daniel Hedden, Mathew Desjardins, Chelsie Dubay, Colin Glennon, and Melessia Webb were assigned to review the proposal. Members found the proposal to be well written with no areas of concern.

#### Confirmation from UCC Members

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

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

#### **Other Discussion:**

Julie Fox-Horton noted Colin Glennon, Jason Davis, Jennifer Young, and herself were due to rotate off the committee in 2024. Julie Bowers will also rotate off this year rather than as scheduled in 2026. With the planned academic restructuring, there may be additional shifts in membership.

#### Election of UCC Chair for 2024/25 Academic Year

- Chelsie Dubay was elected UCC chair for the 2024/25 academic year.
- Rhonda Brodrick will continue as UCC secretary.

Julie Fox-Horton reported the UCC attendance policy has been added to the governance page. There are currently 5 proposals in the system that may or may not reach the committee for review.

The next meeting will be on April 24, 2024.

Jason Davis motioned to adjourn the meeting. Chelsie Dubay seconded. Julie Fox-Horton adjourned the meeting at 2:30 pm.

Respectfully submitted,

Rhonda Brodrick, UCC Secretary

Approved 5/8/24