

Undergraduate Curriculum Committee
Minutes, March 17, 2010

The meeting was called to order by chair, Alison Deadman at 2:00 pm with the following voting members present: Alison Deadman, Steve Ellwanger, Allan Forsman, Amy Swango-Wilson, Kathy Campbell, Wesley Buerkle, Mel Page, Debbie Dotson, and Suzanne Smith.

The following ex-officio members attended: Marsh Grube (Academic Affairs).

The following guests attended: Randy Byington, Bill Duncan, Mary Langenbrunner, and Vida Hull.

Agenda Items:

1. Approval of minutes. Motion by Page to accept minutes as written, seconded by Forsman, and passed by acclaim.

2. Report of actions by the chair on behalf of the committee.

- **Returned for revision and reconsideration by the committee**
 - **TBR proposals Substantive Curriculum Change:**
 - **Non Substantive Curriculum Change:**
 - **New Courses**
 - **Substantial course modification**

- **Returned for minor revision (approval pending these changes)**
 - **TBR proposals Substantive Curriculum Change**
 - Revise admission criteria for BFA
 - **Non Substantive Curriculum Change:**
 - **New Courses**
 - **Substantial Course Modification**

- **Approved**
 - **TBR proposals Substantive Curriculum Change**
 - Revise admission criteria for BFA
 - **Non Substantive Curriculum Change:**
 - Biological Sciences: Biology
 - Biological Sciences: Biochemistry
 - Sociology and Anthropology: Sociology
 - History
 - Geography
 - Communication: Speech
 - Psychology
 - Political Science

- Philosophy: Philosophy
 - Philosophy: Philosophy and Religious Studies
 - Communication: Communication
 - Criminal Justice
 - Physics
 - Geology
 - Mathematics
 - Chemistry: Chemistry Professional Concentration
 - Chemistry: Biochemistry Concentration
 - Chemistry: ACS Concentration
 - Chemistry: Chemistry Concentration
- **New Courses**
 - **Substantial Course Modification**

3. Proposals to be considered

TBR Proposal: Substantive Curriculum Change to Bachelor of Science in Allied Health—Suzanne Smith & Mel Page

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2703

1. Appendix A: Proposed Allied Health Core—“or CHEM 1110/11 General Lecture 1/Lab.” Since this is not an option in the current Allied Health Core, it needs to be discussed in the Summary of Actions.
2. Correct typographical errors.

Forsman made a motion to approve conditional upon approval of ALHE 3020. Seconded by Page and passed by acclaim.

New Course: ALHE 4030 Professional Issues in Allied Health—Suzanne Smith & Mel Page

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=2688

1. Change Proposed Implementation Term to Summer 2010.
2. Attendance Policy—Deduction for late assignments has to agree with grading scale (points or percentage).
3. Required Textbook(s)—6th edition of the Publication Manual of the American Psychological Association is available.

Page made a motion to approve pending editorial changes. Seconded by Dotson and passed by acclaim.

New Course: ALHE 4125 Rural Health Research and Practice—Alan Forsman & Jason Davis

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3532

1. Purpose and Goals—Add the word “to” to the sentence “The goals are” and delete it from each listed goal.
2. Major Assignment: Evaluation of knowledge and skills—paragraph 2, sentence 2—clarify minimal expectation by adding this or these (Unwillingness to complete this minimal expectation or these minimal expectations).
3. Major Assignment: Final written report—add “section” before “faculty” in the last line.
4. Grade Assignment—Clarify statement about the Modules/Readings so students know that they will be graded only on the quizzes. Omit “Required before community” in the section on IRB training. A word is missing from the Team Evaluation.
5. Class Attendance Policy—change word “expected” in first sentence to “mandatory.”

Forsman made a motion to approve pending editorial changes. Seconded by Buerkle and passed by acclaim.

Non-Substantive Curriculum Modification: Anthropology—Wesley Buerkle & Kathy Campbell

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=17&Instance=3493

1. Summary of Actions—“This action will not change the total number of required hours for the major” is not an accurate statement since if the substantial course modification is approved for ANTH 4830, that course will change from a 3 to 4 hour course.
2. List modified ETSU courses for this curriculum change—Change n/a to true (ANTH 4830). “Undergraduate Courses Included?”--Change False to True.
3. Insert proposed curriculum revision with changes in bold—It was suggested that the creator might want to include an explanation of the reduced requirements for intensive classes that apply to students who transfer with more than 50 hours. Change “Guided Electives” to bold face. Electives need to be changed from 10-25 credit hours to 10-24 credit hours.
4. Proposed Implementation Term—Change from Spring 2010 to Fall 2010.

Page made a motion that we approve this proposal conditional upon the approval of ANTH 4830. Seconded by Forsman and passed by acclaim.

Substantial Course Modification: ANTH 4830 Anthropological Theory—Mike Stoots & Steve Ellwanger

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=3331

1. Catalog Description—Replace “an examination of” with Examines.
2. Rationale for Proposal—Rationale should focus on the student. Remove #3 from the rationale.
3. Current Credit Hours (Maximum) and Proposed Credit Hours (Maximum)—change to N/A.
4. Prerequisites—Reconsider whether this course should have prerequisites since it is a culminating or capstone course.
5. Purpose and Goals—Omit the word “understanding” from the second sentence. Add an

active verb to the goals.

6. Major Assignments—Reconsider whether an exit exam should be a part of this course. In the paragraph describing the assignments, omit the last two sentences (they belong in the rationale).
7. Grade Assignment—In the second sentence, add “2” after the colon and before the word “exams.”
8. Attendance Policy—In the second sentence, omit the phrase “for example.” Also in the second sentence, consider rewording “two points from making a better grade” to “two percentage points at the end of the semester from making a better grade.”
9. Required Textbook(s)—A 4th edition (2007) of the McGee and Warms book is available. The Bohannon and Glazer book is out of print.

Page made a motion to return to the creator to address the committee’s concerns. Seconded by Ellwanger and passed by acclaim.

To be reconsidered: TBR Proposal: Establish a minor in Family Studies—Amy Swango-Wilson & Jill LeRoy Frazier

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2344

1. Proofread for errors.
2. Proposed Implementation Date—Change to Fall 2010.
3. Purpose (Goals and Objectives)—It was suggested to made a bulleted list with the objectives and to delete the word “to” from each objective and to add it to the statement, “The objectives of this proposal are to...” Another suggestion was to change “The expected student learning outcomes are:” to “At the conclusion of this course, students are expected to:” Delete #3 from the list of learning outcomes since it is not an outcome.
4. Curriculum—In first sentence, change 120 semester credit hours to 18 semester credit hours.
5. Form PS: Program Structure: G. Other credits—Add credit hours for HDAL 4137 Violence & Prevention.
6. FORM PJ: Program Performance and Justification—Percentages do not add up to 100% under Evidence of Demand and Need.
7. Form SE: Student Enrollment Projections—Need to fill in the FTE column. The information underneath the graph needs to be replace with information on how the creator calculated the information in the graph.

Forsman made a motion to approve pending editorial changes (Marsh will help). Seconded by Swango-Wilson and passed by acclaim.

TBR Proposal: Establish a minor in Art History—Keith Green & Jason Davis

http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2814

1. Proposed Implementation Date—Change to Fall 2010.
2. Purpose (Goals and Objectives)—Add learning outcomes

3. Curriculum: Hours required—Marsh will fix.
4. Need—Has to be filled in with information concerning the need for the minor based on data (e.g. job market and outlook). Could use some of the information from Form SE: Student Enrollment Projections.
5. Impact—Change to reflect how it will impact students rather than the department.
6. Form PS: Program Structure—Marsh will fix.
7. Evaluation Plans—Needs to focus on goals, objectives, and learning outcomes.
8. Form SE: Student Enrollment Projections—Have to include information in the FTE column.

Smith made a motion to return for revision. Seconded by Buerkle and passed by acclaim.

4. Other Business.

5. Adjournment.

A motion was made by Page at 4:05 to adjourn, seconded by Deadman with all in favor.

Respectfully submitted by Kathy Campbell