

**Undergraduate Curriculum Committee**  
**January 28, 2009**

The first meeting of the Undergraduate Curriculum Committee for the Spring semester 2009 was held on January 28, 2009 in the Graduate School conference room, Dossett Hall room 308.

**Agenda Items:**

**1. Call to order.**

The meeting was called to order by Tedesco at 2:00 pm with the following voting members present: Theresa McGary (At-large, Arts & Sciences); Jill LeRoy-Frazier (Cross-Disciplinary Studies); Kathy Campbell (Sherrod Library); Diana Mozen (Kinesiology, Leisure & Sports Sciences); Mike Stoots (Public Health); Suzanne Smith (Business & Technology); Scott Contreras-Koterbay (Arts & Sciences); Alison Deadman (At-large, Arts & Sciences), Keith Green (At-large, Arts & Sciences).

The following guests were also present:

David Champouillon (Music); Edward Baryla (Business); Thomas Holmes (Arts & Sciences).

**2. Approval of minutes of December 10, 2008, meeting.**

A correction in the list of members attending the December 10, 2008 meeting was requested. With this corrections made, a motion to approve the minutes was made by Kontreras-Coterbay and seconded by Mozen. The motion passed with all in approval.

**3. Actions by the chair on behalf of the committee.**

The chair reported on the following activities:

- a. **Approval of BIOL/MATH 2390, Computational Biology.**
- b. **Approval of HIST/PSCI 4740, Seminar in China Studies.**
- c. **Returned PSCI 3750, International Law and Organization**
- d. **Returned PSCI 3350, International Political Economy**
- e. **Returned TBR proposal for major in International Political Affairs**

A question about the computational biology class proposal was aired and the chair said she would clarify this for the committee at the next meeting.

**4. New business: curriculum and course proposals to be considered for the first time.**

Dr. David Champouillon was asked to introduce each of the following courses (the courses were discussed in the order 4c, d, a, b, e)

- a. **New course: MUSC 2560, Jazz Theory/Improvisation (Dr. David Champouillon)**

Champouillon summarized his rationale for this proposal which was then discussed in detail by the committee who made the following recommendations:

- ❖ In the *Course Title* the slash be removed and replaced with the word “and.”
- ❖ In the *Transcript Title* the slash be removed and replaced with a space.
- ❖ In the *Rationale* the acronym NASM be spelled out in full (National Association of Schools of Music)
- ❖ In the *Rationale* the phrase “Jazz Studies program” be replaced by “Jazz Studies courses” or similar, as the university does not officially recognize a program as such in jazz studies.
- ❖ In the *Prerequisites*, MUSC 1410 be removed (as having MUSC1420 as a prerequisite means that students will have had to have taken MUCS 1410 anyway).
- ❖ In the *Prerequisites* the phrase “or permission of instructor” be removed and placed in the course description (as Banner cannot cope with this phrase in prerequisites).
- ❖ Under *Grading Scale* (on the syllabus) the phrase “University Grading Scale” be removed.

Contreras-Koterbay put forward a motion to accept this course proposal with the changes discussed. The motion was seconded by Stoots and passed with all in favor.

**b. New course: MUSC 4560, Jazz Pedagogy (Dr. David Champouillon)**

Champouillon summarized his rationale for this course proposal which was then discussed in detail by the committee. The following suggestion was made:

- ❖ On the syllabus, the material under the heading *Grading Scale* beginning with “Grading will be based...” and ending with “...Jazz rehearsal techniques” be moved to the *Grade Assignment* section.
- ❖ Under *Grading Scale* the phrase “Grading will follow the ETSU published university grading scale” be removed.

A motion to accept the proposal pending the discussed changes was proposed by Green and seconded by Mozen. It passed unanimously.

**c. New course: MUSC 1262, Jazz Combo (Dr. David Champouillon)**

Champouillon summarized the need for this course, explaining the difference between a jazz ensemble (larger) and a jazz combo (smaller) and the associated different focuses – ensemble playing versus improvisation. The committee asked several questions about the course and made the following recommendations:

- ❖ In the *Rationale for Proposal* the phrase “Jazz Studies program” be modified to “Jazz Studies area” or similar to avoid confusion as the university does not officially recognize a program in this area.

- ❖ Under *Prerequisites* the phrase “permission of instructor” be removed (Banner cannot deal with it) and if necessary be put in the course description.
- ❖ Under *Course Description* the words “The study of” be removed.
- ❖ On the syllabus, under *Goals* in the third bulleted point, the words “and post-secondary” be removed (students are already engaged in post-secondary studies).
- ❖ Under *Grade Assignment* the order of assignments be changed to match the order given under *Major Assignments* and the wording be modified to clarify which assignment is being referred to.

A motion to accept the proposal with the suggested changes was put forward by Deadman, seconded by Green, and passed with all in accord.

**d. New course: MUSC 3262, Jazz Combo (Dr. David Champouillon)**

This proposal was discussed in tandem with 4c. The committee expressed concern that the syllabi were identical. On further discussion it transpired that this was a follow on class for more advanced students. The committee requested the following changes be made to delineate this class from the lower division Jazz Combo class.

- ❖ The *Rationale* include a statement explaining that this is an advanced form of the lower division class MUSC 1262
- ❖ The *Transcript Title* might also reflect that this is an advanced Jazz Combo
- ❖ The *Prerequisites* be moved to the *Course Description* (Banner cannot cope with prerequisites like this)
- ❖ The *Course Description* be changed to read “Advanced jazz combo performance.”
- ❖ On the syllabus, under *Purpose and Goals*, the “Goals” be modified to reflect the advanced level of the course and to differentiate it from the lower division course.
- ❖ Under *Learning Outcomes* the outcomes be modified to reflect the advanced level (Champouillon suggested that students would only lead a combo at the advanced level, so he would delete his outcome from the lower division class)
- ❖ The *Major Assignments* be modified to differentiate and show a more advanced level of study between this class and the lower division jazz combo.

Green proposed and Campbell seconded a motion to accept this course with the suggested changes. The motion passed with all in favor.

**e. Substantial course modification: MUSC 2666, Brass Methods (Dr. David Champouillon)**

Champouillon explained that formerly Brass Methods had consisted of two classes, a one-credit and a two-credit class which had to be taken

concurrently. This proposal stream-lines the brass methods course and makes one three-credit class. The committee made the following recommendations:

- ❖ On the syllabus, under *Purpose and Goals* the wording be changed so that it does not look as if students are being prepared for a second career.
- ❖ Under *Major Course Topics* “Tuba” be added.
- ❖ Under *Grading Scale*, the section beginning “Grading will be based...” and ending “...Written final examination: 20%” be moved to the *Grade Assignment* section.

A motion put forward by Deadman and seconded by Mozen to accept with the recommended changes was unanimously approved.

#### **5. New Business: TBR proposals.**

Dr. Baryla explained that these proposals are all designed to bring the admission standards of the various areas consistent. The committee looked at all four proposals and made the same recommendation – that there be a statement of the *Need and Impact* for these changes (including accreditation requirements where pertinent) and that the statement of *Purpose and Goals* be fleshed out.

- a. **Establish minimum GPA, Finance Major, College of Business and Economics (Dr. Edward Baryla).**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=2295](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2295)

- b. **Establish minimum GPA, Economics Major, College of Business and Economics ( Dr. Edward Baryla).**

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=2578](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2578)

- c. **Establish minimum GPA, BBA, Management (Dr. Phillip Miller).**
- d. **Establish minimum GPA, BBA, Marketing (Dr. Phillip Miller).**

In light of the discussion and recommendations, Deadman proposed a motion to reject all four proposals and to request that they be brought before the committee again when the suggested changes had been made. The motion, seconded by Contreras-Koterbay passed with all in favor.

#### **6. Other: removal from consideration of Physics/Astronomy minor.**

The chair reported that the Physics/Astronomy minor proposal had been withdrawn as it did not comply with the University’s new directive on minors.

#### **7. Adjournment.**

With no other business to discuss, Contreras-Koterbay put forward a motion to adjourn which was seconded by Stoots and passed unanimously.

