

## Undergraduate Curriculum Committee

### Minutes, September 10, 2008.

The first meeting of the UCC for the Fall semester of 2008 took place on September 10, 2008. Scheduled for the President's Conference Room, the meeting actually took place in the Foyer of Dossett Hall because the previous meeting in the President's Conference Room ran well over time.

The meeting was called to order by Marie Tedesco at ca. 3:10 pm, with the following voting members present: Marie Tedesco (Continuing Studies/chair); Scott Contreras-Koterbay (Arts & Sciences); Diana Mozen (Faculty Senate); Alison Deadman (Arts & Sciences/at-large); Keith Green (Arts & Sciences/at-large); Teresa McGarry (Arts & Sciences/at-large); Suzanne Smith (Business & Technology); Kerry Proctor-Williams (Clinical & Rehabilitative Sciences); Mary Langenbrunner (Education); Kathy Campbell (Library); Jill LeRoy-Frazier (Cross Disciplinary Studies)

The following ex-officio members attended: Marsh Grube (Academic Affairs); Billie Lancaster (Registrar's Office - Inventory); La Donna Hutchins (Registrar's Office - Catalogue); Denise Gilly (Registrar's Office).

The following guests attended: Melissa Schrift (Sociology/Anthropology)

#### Agenda Items:

1. **Welcome of new and old members and introduction of new members.** The chair extended a formal welcome to all present and asked members to introduce themselves to the rest of the committee.
2. **Election of secretary and chair/elect.** The chair opened the floor for nominations. Deadman was nominated by Green with the nomination seconded by Contreras-Koterbay. With no other nominations being put forward the nominations were closed and Deadman was elected by acclamation
3. **Approval of the minutes of April 23, 2008.** Discussion of the minutes focused on a few minor editorial changes. Mozen proposed a motion that the minutes be accepted with discussed changes. The motion was seconded by Green and passed unanimously.
4. **Actions by the chair on behalf of the committee.** The chair reported that she had approved BIOL 1310 and BIOL 1311 on behalf of the committee.
5. **Old Business**
  - a. **Non-substantive curriculum change: CUI, Interdisciplinary Studies, Elementary Education.** After brief discussion of the changes that had been previously requested, Contreras-Koterbay put forward a motion that the proposal be accepted. This was seconded by Mozen and passed unanimously.
  - b. **Non-substantive curriculum change: PEXS, physical education major.** Discussion focused on the proposal's rationale and the wording of the statement on staffing. A

motion to accept the proposal was put forward by Green and seconded by Mozen. The motion passed with two members opposed and all others in favor.

- c. **New course proposal: PEXS 4656, Sports conditioning and training.** Discussion pointed out a typographical error in the course description, expressed a desire for the learning outcomes to be more closely related to the course topics, and suggested revision of the attendance policy. It was noted in passing that the bibliography was sparse, but as this is something that is provided for the Dean of Sherrod library the committee did not make any recommendations here. Contreras-Koterbay put forward a motion to accept the proposal with the discussed changes. The motion was seconded by Mozen and passed unanimously.
  - d. **New course proposal: PEXS 4657, Sports Nutrition and Ergogenic Aids.** Discussion focused on details of the wording of the Learning Outcomes. Concern was expressed about the appearance of Google Scholar as a suggested source in the bibliography, because this does not encourage students to use the (superior) databases available through Sherrod Library – databases for which they pay. The library representative on this committee agreed to mention this to Dean Scher. Mozen put forward a motion to accept the proposal which was seconded by Green and passed unanimously.
  - e. **New course proposal: ANTH 4070, Practicing Anthropology.** Dr. Melissa Schrift explained that this course is both part of the sociology and anthropology majors and a course basic to the Appalachian Studies minor. During the discussion, it was suggested that Schrift revise the Rationale, remove the future tense from the Course Description, and change the word “know” in the Learning Outcomes to one that indicates a measurable outcome. Green put forward a motion to accept the proposal with the suggested emendations. The motion was seconded by McGarry and passed unanimously.
  - f. **New course proposal: ANTH 3050, Appalachian Culture.** Schrift told the committee that this class would provide students with hands-on skills that were often essential to proceeding to graduate studies or gaining employment in the field. The committee discussed the advisability of listing class topics in the Catalogue Description and suggested it revised to say “topics *may* include...” The learning outcomes were discussed and found to be acceptable, and a typographical error was pointed out in the Grade Assignment. Green put forward a motion to accept the proposal with the discussed changes. Seconded by Contreras-Koterbay, the motion passed unanimously.
6. **New Business:** There was no new business at this time.
  7. **Other:**
    - a. Grube provided clarification on the Board of Regents policy on when a non-substantive curriculum change is needed and when a substantive change is needed. Any change that brings the total number of hours changed in that particular curriculum since its either original acceptance or the last substantive curriculum change (whichever is the most recent) to eighteen (18) hours needs to be put forward as a *substantive* curriculum change.

- b. Grube informed the committee that over the summer she had worked on a set of instructions to accompany the forms in the curriculum process system, and that these should be approved for release shortly.
  - c. It was suggested that the committee might consider using a check-list when reviewing proposals before the meetings. The check-list can then be used in the meeting to keep the discussion focused and help matters move along.
  - d. It was asked if the committee would be revisiting the policy issues that had been discussed during the last academic year. Although no definitive answer was available at this time, it was suggested that as no recommendation had been made by the committee, it may well be fruitful to revisit this and other policy issues.
8. **Adjournment:** With no further business to discuss, Contreras –Koterbay proposed a motion to adjourn which was seconded by Mozen. The committee adjourned at 4:05 pm.

Submitted by Alison P. Deadman