

2016-17 Undergraduate Curriculum Committee

Meeting Minutes

Friday, November 11, 2016

LIB 475

I. Call to Order

The meeting was called to order at 2:00 p.m. by Chair, Dr. Theresa McBreen.

Members present: Mike Boyle, Virginia Hemby-Grubb, Terrence Lee, Karen Reed, Sean Salter, and Peter McCluskey, Alan Musicant

Student/Upper Class Rep Present: N/A

Ex-Officio members present: Mitzi Brandon, Teresa Thomas, and Donna Bettis

Guests present: Dawn McCormack, Gretchen Leming, Dana Miller, Joe Morgan, Adam Clark, Shane Smith, Dianna Rust, Soraya Noguiera, Michael Rice, Clay Harris, Taylor Moss, and others

II. Old Business

Approved Minutes from October 14, 2016 meeting. All in favor. None opposed.

III. New Proposals:

College of Basic and Applied Sciences

A. Course Title Change

1. MATH 3320: Teaching Mathematics in Grades 5-8
Change to Teaching Mathematics in the Middle Grades

Discussion

- No further explanation or questions.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
All in favor. None opposed.

B. Course Title Change

1. MATH 3330: Teaching Mathematics in Grades 9-12
Change to Teaching Mathematics in Secondary Grades

Discussion

- No further questions or explanation needed.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

All in favor. None opposed.

C. Title Change of Degree Program/Concentration

1. Change title of minor, "Military Science," to "Military Science and Applied Leadership"

Discussion

- Teresa Thomas had to determine abbreviation--Military Science & App Leadership
- Shane Smith present to explain title change in existing minor in Military Science to be more descriptive about leadership training on student transcripts

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
All in favor. None opposed.

D. New Course and Cross-Listing of Course

1. MS/PRST 4520: Leading and Developing Teams

Discussion

- Registrar's Office needs CIP codes on both MC forms
- MC Form corrected on the cross-list course to MS 4520

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
All in favor. None opposed.

E. Title Change of Degree Program/Concentration

1. Change of Title for Aerospace Administration Concentration to Aviation Management Concentration
2. Must be sent to TBR for approval

Discussion

- Title change will more accurately reflect what the students are accomplishing and that is aviation

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
All in favor. None opposed.

F. Non-Sub Revisions in Curriculum of Existing Major, Minor, and Concentration

1. Modify UD form (2017-18) for Concentration: Geology; Career Path: Earth Science

Discussion

- U.D. forms need modifications. Mitzi Brandon will work with department on this.

Approval

- Sean Salter made motion to approve; Karen Reed seconded that motion.

2. Modify UD form (2017-18) for Concentration: Geology; Career Path: Geology

Contingent upon letter G. passing.

Discussion

- U.D. forms need modifications. Mitzi Brandon will work with departments on this.

Approval

- **Proposal was tabled at this time** to obtain clarification on additional hours in the lab as part of this course description.

Motion to table made by Terrence Lee and seconded by Sean Salter

G. Changes in Credit Hours

1. Increase GEOL 4130: Hydrogeology from 4 to 5 credit hours

Discussion

- Increase lab one credit hour. Representative Clay Harris justified student lab hours to give students credit for number of hours lab work performed. Further justification will have to be investigated.

Approval

- **Proposal was tabled at this time** to obtain clarification on additional hours in the lab as part of this course description
- Motion to table made by Terrence Lee and seconded by Sean Salter. Approved unanimously.

H. Course Prefix/Number Change

1. Change Course Prefixes for 107 UG ABAS Courses

Discussion

- All MC forms corrected with CIP codes and schedule type

Approval

- Terry Lee made motion to approve all; Sean Salter seconded that motion.

College of Behavioral and Health Sciences

A. Proposed New Course

1. IDES 1010: Interior Design Career Orientation
2. U.D. form needs modifications. Mitzi Brandon will work with the department.

Discussion

- One credit hour course introduction to Careers in Interior Design

Approval

- Mike Boyle made motion to approve; Terry Lee seconded that motion. Unanimous approval.

B. Change in Credit Hours

1. EXSC 4250: Internship in Exercise Science
 - Currently 12-credit course
 - Propose adding 6-credit section for ABM Exercise Science students

Discussion

- Option for 6 credit hours or 12 credit hours-Variable credit option of 1-12 or 6 or 12.
- Change cannot be made for Spring 2017 because registration has already begun. It must be Summer or Fall 2017. Change will be made for Fall 2017.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. All in favor. None opposed.

C. Non-substantive Revisions in Curriculum

1. Add the following courses to "Pick 5 List" for UG LSTS Degree

ATHC 4690

LSTS 3000

LSTS 3371

LSTS 4350

Discussion

- Change can take place in Fall 2017 and be retroactive for existing majors.
- Need to add some courses on the UG LSTS Degree Plan List

Approval

- Sean Salter made the motion to approve; Alan Musicant seconded that motion. Unanimous approval.

D. Proposed New Course

1. CJA 3190: Disasters and Criminal Justice

Discussion

- No representative present from Criminal Justice Administration
- Someone had a question about library needs. Will be resolved directly with department.

Approval

- Mike Boyle made the motion to approve; Alan Musicant seconded that motion. Unanimous approval.

E. Proposed New course

1. CJA 3130: Victimology

Discussion

- No additional considerations noted

Approval

- Sean Salter made the motion to approve; Mike Boyle seconded that motion.

F. Other

1. Approval of several courses to auto-substitute for nursing elective in RN to BSN program

Discussion

- Does not need to go through UCC. Strike from this agenda.
- Send through BHS Dean's Office for approval

Approval

- N/A

College of Business

A. Course Title Change and Course Description Change

1. INFS 4740

- Change title and description from Information Resource Management to Information Technology Management

Discussion

- **CIP Code** question on both U.D. forms. Registrar's Office will verify with department.
- There is a great need to use better, more descriptive terminology for course titles and update them, especially in the area of Computer Information Systems.

Approval

- Sean Salter made the motion to approve; Terrence Lee seconded that motion. None opposed.

2. INFS 3800

·Change title and description from Project Management and System Development to Information Systems Analysis and Design

Discussion

- **CIP Code** question on both U.D. forms. Registrar's Office will verify with department.
- There is a great need to use better, more descriptive terminology for course titles and update them, especially in the area of Computer Information Systems.

Approval

- Sean Salter made the motion to approve; Terrence Lee seconded that motion. None opposed.

B. Course Title Change

1. FIN 4110

·Change title from Managerial Finance to Cases in Finance

Discussion

- No additional details needed.

Approval

- Terrence Lee made motion to approve all three FIN courses at once; Sean Salter seconded that motion. All three approved unanimously. (FIN 4110, FIN 3950, and FIN 3910).

2. FIN 3950

·Change title from Intermediate Financial Management to Corporate Finance

Discussion

- No additional details needed.

Approval

- Terrence Lee made motion to approve all three FIN courses at once; Sean Salter seconded that motion. All three approved unanimously. (FIN 4110, FIN 3950, and FIN 3910).

3. FIN 3910

- Change title from Computer Applications in Finance to Financial Modeling

Discussion

- No additional details needed.

Approval

- Terrence Lee made motion to approve all three FIN courses at once; Sean Salter seconded that motion. All three approved unanimously. (FIN 4110, FIN 3950, and FIN 3910).

C. Non-substantive Revisions in Curriculum

1. Major: Business Education (B.S.) with non-teaching option

- Change title of “option”
- Replace existing courses and change elective course requirements

Discussion

- We want to add more emphasis than “non-teaching”-Skills for students to be employable

Approval

- Terrence Lee voted approve; Sean Salter seconded that motion. Unanimous vote to approve.

D. Non-substantive Revisions in Curriculum

1. Delete/Add Major Course

- Delete MKT 4710: International Business from major requirements
- Add MKT 4510: International Marketing as major requirement

Discussion

- MKT 4710 cross-listed with MGMT course. The two departments are now separated. Marketing wants their own international marketing course.

Approval

- Sean Salter made the motion to approve; Terrence Lee seconded that motion. None opposed.

E. Major: Business Education (B.S.) with Secondary Ed Minor

·Replace BCED 2320: Document Production and BCED 2340: Micro WP Applications with INFS 2400: Web Development and INFS 2600: Programming Logic

Discussion

- BCED courses being inactivated
- State requirement for teacher licensure

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. Approved

F. Other

1. Business Education major

·Delete the “Training and Development” option

Discussion

- No further discussion needed

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. Approved.

G. Inactivation of Courses

1. BCED 2320: Document Production

2. BCED 340: Microcomputer WP Applications

Discussion

- No further discussion needed

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. Approved.

H. Other

1. Remove MKT 3850: Promotion from major requirements and make it a UD Marketing “elective” course

Discussion

- Marketing had too many courses and not enough electives

Approval

- Mike Boyle made the motion to approve; Terry Lee seconded that motion. All approved.

I. Course Title Change and other updates

1. Change 2 course titles

- a. Change from BCED 4240: Materials and Methods in Basic Business to
BCED 4240: Materials and Methods in Business and Marketing Education

- b. Change from BCED 4250: Innovations and Problems in Administrative Business Services and Technology to BCED 4250: Innovations and Problems in Information Technology

Discussion

- MC forms need corrections; Mitzi and Darlene will work on those corrections

Approval

- Mike Boyle made the motion to approve; Terrence Lee seconded that motion. Both approved unanimously.

2. Update 3 course descriptions

- a. BCED 4240: Materials and Methods in Basic Business

- b. BCED 4250: Innovations and Problems in Administrative Business

- a. BCED 4340: Integrated Administrative Technology

Discussion

- No further discussion or explanation needed.

Approval

- Mike Boyle made the motion to approve; Terrence Lee seconded that motion. Both approved unanimously.

College of Media and Entertainment

A. Non-substantive Revisions in Curriculum

1. Remove Computer Literacy Requirement (3 hours); replace with 3 hours of electives within Audio Production concentration.

Discussion

- UD form needs correction; Mitzi Brandon will work with the department.

Approval

- Mike Boyle made the motion to approve; Terrence Lee seconded that motion. Both approved unanimously.

B. Non-substantive Revisions in Curriculum

1. Remove INFS 3100 from list of computer literacy requirement option within Music Business Concentration

Discussion

- Mitzi will check with department about UD forms.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. Unanimous vote to approve.

C. Establish Degree Program from Existing Concentration

1. Create a freestanding degree program from the existing audio production concentration in the Department of Recording Industry

Discussion

- Phasing out of the concentration and establishment of concentration in the major

- Students can apply to freestanding major. Current students will have to switch to new catalog to get major instead of concentration.

Approval

- Sean Salter made motion to approve; Karen Reed seconded that motion.
- Proposal to be sent to TBR for 30-day review approval.

D. Course Prefix/Number Change

1. Change RIM 4200: Digital Audio Technology to RIM 2300.

Discussion

- No additional comments or questions needed.

Approval

- Sean Salter made motion to approve; Karen Reed seconded that motion.

E. New Academic Program: Degree/Minor/Concentration/Certificate

1. Establish new concentration for Media Management

B.S. in Mass Communication

Discussion

- No further questions or comments needed.

Approval

- Mike Boyle made the motion to approve; Alan Musicant seconded that motion.
- Will be sent to TBR for 30-day review approval.

F. Establish Degree Program from Existing Concentration

1. Freestanding degree program from existing EMC concentration-Video and Film Production
B.S. Video and Film Production

Discussion

- Correct wording that freestanding degree from existing concentration—Electronic Media Communication.
- Summer 2018 –EMC concentration will phase out
- Registrar’s Office-Students might be impacted by minor changes by having to move to a new catalog

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion. Must be sent to TBR for 30-day review approval.

G. Non-substantive Revisions in Curriculum

1. Remove computer Literacy requirement (3 hours) and replace with 3 hours of electives within Commercial Songwriting concentration.

Discussion

- UD form needs corrections. Mitzi Brandon will work with the department.

Approval

- Mike Boyle made the motion to approve; Terrence Lee seconded that motion. Both approved unanimously.

College of Liberal Arts

A. Proposed New Course and Non-substantive Revisions in Curriculum

1. ENGL 3691: Independent Literary Event Attendance Series

Discussion

- Clarification from LA representative that this course will not be taken without advisor approval
- Registrar's Office asked about the repeat on the MC form-can be repeated twice for a total of three credit hours. MC form corrected.
- Will be POD only and retroactive to all valid catalogs. Can count for major or minor.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

B. Proposed New Course and Non-substantive Revisions in Curriculum

1. GERM 3025: German Literature for Children and Young Adults

Discussion

- CIP code revised on MC form from 16.050 to 16.0501

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

C. Substantive Change Affecting 18+ Credit Hours since last TBR approval

1. Portuguese Studies Minor reorganization

Discussion

- Effective Fall 2017 semester.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
- Might need TBR approval.

D. Proposed New Course

1. MUAP 4572: Private Instruction Harp. 2 credits. UD for music majors.
2. MUAP 4571: Private Instruction Harp. 1 credit. UD for non-music majors.
3. MUAP 2572: Private Instruction Harp. 2 credits. LD for music majors.
4. MUAP 2571: Private Instruction Harp. 1 credit. LD for non-music majors.
5. MUHL 4690: Piano Literature I
6. MUHL 4700: Piano Literature II-Expansion of Piano Literature

Discussion

- Revised curriculum forms for MUHL 4690 to MUHL 4850: Piano Literature I
- Revised curriculum forms for MUHL 4700 to 4860: Piano Literature II

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

E. Non-substantive Revisions in Curriculum

1. BM Instrumental Performance (piano):

- Replacement of 6 hours of foreign language with 6 hours of piano pedagogy and literature: Piano Pedagogy II, Piano Literature II, Group Piano Pedagogy

Discussion

- No questions or further discussion needed.

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

F. New Academic Program: Degree/Minor/Concentration/Certificate

1. Establish a new academic program: A Certificate in Piano Pedagogy

Discussion

- Registrar's Office reminded the college rep that Certificate Programs are not available for Financial Aid

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.
- Will be sent to TBR for 30-day review approval.

G. Proposed New Course

1. MUPD 4340: Group Piano Pedagogy
2. MUPD 4320: Piano Pedagogy I
3. MUPD: 4325 Piano Pedagogy II

Discussion

- Revised curriculum forms for MUPD 4340 to 4380: Group Piano Pedagogy
- Revised curriculum forms for MUPD 4320 to 4360: Piano Pedagogy I
- Revised curriculum forms for MUPD 4325 to 4370: Piano Pedagogy II

Approval

- Sean Salter made the motion to approve; Karen Reed seconded that motion.

H. Proposed New Course

1. SOC 3300: Diversity in the Workplace

Discussion

- Course in Marketing with this exact title
- Strike statement on proposal that there is an option that this can be taken by business students
- MC Form revised to show prerequisites: LEAD 3000 or POD

Approval

- Terrence Lee made the motion to approve; Alan Musicant seconded that motion.

IV. Other business

N/A

V. Adjournment-Meeting adjourned at 3:15 p.m.