

Undergraduate Curriculum Committee  
Minutes, March 31, 2010

The meeting was called to order by chair, Alison Deadman at 2:00 pm with the following voting members present: Alison Deadman, Keith Green, Steve Ellwanger, Chul-Young Roh, Allan Forsman, Kathy Campbell, Wesley Buerkle, Mel Page, Debbie Dotson, Jill LeRoy-Frazier, and Suzanne Smith.

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

The following guests attended: Daryl Haley, Ted Olson, William Clark, Andrew Czuchry, Linda Garceau, Randy Byington.

**Agenda Items:**

**1. Approval of minutes.** Motion by Buerkle to accept minutes with editorial changes (inclusion of Report of actions by the chair on behalf of the committee), 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:**
    - Minor in Art History
  - **Non Substantive Curriculum Change:**
  - **New Courses**
  - **Substantial course modification**
    - ANTH 4830 Anthropological Theory
- **Returned for minor revision (approval pending these changes)**
  - **TBR proposals Substantive Curriculum Change**
    - Minor in Family Studies
    - Changes to Allied Health Curriculum
  - **Non Substantive Curriculum Change:**
    - **Anthropology (conditional upon approval of ANTH 4830)**
  - **New Courses**
    - ALHE 4125 Rural Health Research and Practice

- ALHE 4030 Professional Issues in Allied Health
- **Substantial Course Modification**
- **Approved**
  - **TBR proposals Substantive Curriculum Change**
    - Changes to Allied Health Curriculum
  - **Non Substantive Curriculum Change:**
  - **New Courses**
    - ARTA 4417/5517 Comic Book Illustration
    - CSCI 4617/5617 XML for Programmers
    - ALHE 4125 Rural Health Research and Practice
    - ALHE 4030 Professional Issues in Allied Health
  - **Substantial Course Modification**

### **3. Proposals to be considered**

*New Course (to be considered for a second time) ENGL-4007/5007 Grant Writing—Steve Ellwanger & Wesley Buerkle*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=2580](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=2580)

1. Rational for Proposal—Since this course is supposed to be a part of the Minor in Technical Writing, a Non-Substantive Curriculum Change for the minor has to accompany this proposal.
2. Course to be required for major, minor in requesting department?—Change no to yes.
3. Contact information for similar courses—Need to include this information since creator answered yes to “Course similar to course(s) in other departments?”

Page made a motion to table this proposal. Seconded by Green and passed by acclaim.

*New Course APST-3510 Coal Mining in Appalachia: History and Current Issues—Wesley Buerkle & Kathy Campbell*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=3514](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3514)

1. Credit Hours (maximum)—Change from 3 to N/A.
2. Course Description—Delete “This course will” from description. Begin description with “Explores.”
3. Staffing--Will there be adequate faculty to teach this course since Dr. John Lewis was hired for only 3 years?
4. Grade Assignment: Participation—How will this be measured? Creator might want to address this

under Major Assignments.

5. Attendance Policy—Might want to clarify whether the six class meetings include excused, unexcused, or all absences.

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

*TBR Proposal Entrepreneurship Minor—Suzanne Smith & Jason Davis*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=2798](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=2798)

1. Purpose—In sentence 2, add the phrase “with an opportunity to study” before “personal finance, events management and corporate etiquette” since these are examples of guided electives.
2. Need—Fix since the only thing under need is “u.”
3. Form PS: Electives—Give examples of those guided electives.
4. Form PJ: Evaluation Plans—There is a question on method No. 1 since students usually declare a | minor pretty late in their academic career and they cannot declare a minor in Banner. Method No. 3 is okay but not enough in isolation.
5. Form SE—There is a calculation error in the Student Enrollment Projections.

Davis made a motion to approve pending editorial changes and approval of the associate course. Seconded by Page and passed by acclaim.

Course associated with this proposal:

*MGMT-3340 Law and Intellectual Property for the Arts—Mel Page & Steve Ellwanger*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=2803](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=2803)

1. Main concern is that the Course Title refers to the Arts but the Course Description, textbooks, and readings deal only with the music business. Need to either change both the course title and description to reflect the music business or broaden the course to reflect all the Arts.
2. Grade Scale—Add percentage to the scale.
3. Other Information—This section relates to the delivery of the course so the creator might want to delete the information on academic honesty.
4. Textbooks—Update information on textbooks.

Page made a motion to return the proposal for consideration of our concerns. Seconded by Ellwanger and passed by acclaim.

*TBR Proposal Certificate in Public Health—Debbie Dotson & Amy Swango-Wilson*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=11&Instance=3671](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=11&Instance=3671)

1. Two of the courses have prerequisites. Even though there is the option of “or permission of instructor” will students being admitted to the certificate program have a guarantee that they will not have to take the prerequisites? Will students in the traditional degree program question why the certificate students are held to a less rigorous standard (not being required) and feel they are

being unfairly treated?

2. The proposal would be strengthened by identifying your target population more clearly.
3. The proposal would be strengthened if you could identify examples of area degree completion programs that these students would be eligible for once they had completed the certificate program.
4. Would students have their own cohort classes? Can current faculty handle the extra cohort sections or would you need to pay overload/hire extra adjuncts/faculty? (If so, this would need to be reflected in your financial projections.) If mainstreamed, how will you deal with different experiences and need of these students compared to the traditional population?
5. Projected numbers—Is this an overly ambitious projection? How will this be marketed?
6. Any ideas about how much support will the directors of the regional health departments and the state give to students in this program? Will students be interested if they have to pay \$3750.00 to \$4500.00 for the courses?

Motion made by Page to table this proposal. Seconded by Green and passed by acclaim.

Course Associated with this proposal:

*Substantial Course Modification PUBH-4220 Family Health and Human Sexuality—Debbie Dotson & Chul-Young Roh*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=10&Instance=3223](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=10&Instance=3223)

1. Since this course covers so much material, the committee would like the department to consider whether this should be two separate courses.
2. Current Credit Hours (maximum) and Proposed Credit Hours (maximum)—Change to N/A.
3. Learning Outcomes—Replace apply and choose with verbs that are measurable. It was suggested that AIDS be changed to HIV in the tenth learning outcome.
4. Major Assignments—It was suggested that debate topics concerning bioethics be removed from the debate topic list and that a research component be added to the debate assignment.
5. Grade Assignment—Concern was expressed that students have a lot of say in the grade assignment for the debate.

Page made a motion to return to the department for revision. Seconded by Forsman and passed by acclaim.

*New Course Proposal GREK-1010 Introductory Ancient Greek I—Keith Green & Jill LeRoy-Frazier*

[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=3534](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3534)

Tabled since Dr. Crofts (or his representative) was not present at his scheduled time. Since there did not appear to be any significant issues, it was decided to give feedback to Prof. Crofts, ask him to make the changes and then discuss them with him at the next meeting.

*New Course Proposal GREK 1020 Introductory Ancient Greek II –Keith Green & Jill LeRoy-Frazier*  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2\\_a&FormID=6&Instance=3536](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2_a&FormID=6&Instance=3536) (Keith Green & Jill LeRoy Frazier)

Tabled since Dr. Crofts (or his representative) was not present at his scheduled time. Since there did not appear to be any significant issues, it was decided to give feedback to Prof. Crofts, ask him to make the changes and then discuss them with him at the next meeting.

*New Course ALHE 4135 Rural Health Program Planning—Jason Davis & Alan Forsman*  
[http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5\\_2a&FormID=6&Instance=3782](http://etsuis.etsu.edu/CPS/forms.aspx?DispType=OutputForms&NodeID=5_2a&FormID=6&Instance=3782)

1. Rationale for Proposal—Might want to include information on how this course will strengthen your program.
2. Course Syllabus—See if you can fix the formatting (it was suggested that you try a hard return).

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

#### **4. Other Business.**

#### **5. Adjournment.**

A motion was made by Page at 4:00 to adjourn, seconded by Deadman with all in favor.

Respectfully submitted by Kathy Campbell