

**Undergraduate Curriculum Council
Meeting Notes
March 5, 2025**

Members Present Rhonda Brodrick, Allen Coates, T. Jason Davis, Chelsie Dubay, Bradley Edwards, Cynthia Edwards, William Flora, Julie Fox-Horton, Daniel Hedden, Stacie Hill, Christiana Keinath, Evelyn Roach, Mike Stoots, Teresa Brooks Taylor,

Members absent Myra Jones, Melessia Webb, Lev Yampolsky

Guests Present Brian Bennett, Karen Brewster, Alyson Chroust, Ann Gilger, Matthew Palmatier, Daniel Westover

The UCC meeting was called to order at 2 p.m. by Chelsie Dubay. The meeting was conducted virtually using Zoom. Roll was taken by Rhonda Brodrick.

Old Business

Mike Stoots moved to approve minutes from the February 26, 2025 meeting. Jason Davis seconded. The motion passed.

New Business

-Revise Curriculum: Substantive – Theatre, Musical Theatre

Karen Brewster provided an overview of the revisions to the minor which include 1) replacing MUSC 1300 Theory and Aural Skills with MUSC 1405 Introduction to Aural Skills 3 credits and 2) increasing MUSC 1841 Applied Voice Level I, MUSC 2941 Applied Voice Level II, and MUSC 3941 Applied Voice Level III from 1 credit to 2 credits each.

Primary Reviewers Allen Coates and Brad Edwards found the proposal to be well written. They noted MUSC 1405 Introduction to Aural Skills has not been approved by the UCC. It is on the March 12 agenda.

Confirmation from Primary Reviewers Allen Coates and Brad Edwards

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Department of Theatre & Dance, College of Arts & Sciences, and university.
- ✓ Courses appropriate.

Brad Edwards motioned to approve the proposal as written pending the approval of the MUSC 1405 new course proposal. Allen Coates seconded. The motion was approved.

-Revise Curriculum: Non-Substantive – B.S./B.A. Psychology (Clinical Psychological Sciences)

Matthew Palmatier provided an overview of the proposed revision which increases student options by adding SOCI 4440 Sociology of Religion as an interdisciplinary elective.

Primary Reviewers Christiana Keinath and Daniel Hedden found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Christiana Keinath and Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Department of Psychology, College of Arts & Sciences, and university.
- ✓ Courses appropriate.

Daniel Hedden motioned to approve the proposal as written. Christiana Keinath seconded. The motion was approved.

-Revise Course (Substantive): CSCI 1250 Introduction to Computer Science I

Brian Bennett provided an overview of the revised course which introduces the programming and problem-solving process and the elements of good programming style. The title of the course will change to better reflect the content of the course (from Introduction to Computer Science I to Introduction to Programming and Computer Science). Ethics material from CSCI 1260 will be moved back into this course.

Primary Reviewer Jason Davis and Julie Fox-Horton found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewers Jason Davis and Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Computing, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course.
- ✓ Course appropriate at 1000 level.
- ✓ Credit hours appropriate at 4.

Jason Davis motioned to approve the proposal as written. Julie Fox-Horton seconded. The motion was approved.

-Revise Course (Substantive): CSCI 1260 Introduction to Computer Science II

Brian Bennett provided an overview of the revised course which introduces object-oriented programming and design including designing, coding, debugging, and executing programs. The title of the course will change from Introduction to Computer Science II to Introduction to Object-Oriented Programming, and the learning outcomes were revised to reflect removal of the ethics content.

Primary Reviewer Jason Davis

Edits completed in the meeting

- Modified Prerequisite(s) – Add B- or better in CSCI 1250

Confirmation from Primary Reviewer Jason Davis

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Computing, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course.
- ✓ Course appropriate at 1000 level.
- ✓ Credit hours appropriate at 4.

Jason Davis motioned to approve the proposal with edits completed in the meeting. Mike Stoots seconded. The motion was approved.

-Revise Course (Substantive): CSCI 3000 Career Readiness in Computing

Brian Bennett provided an overview of the revised course which focuses on professional issues such as finding and securing employment, non-technical elements of professional competence, and strategies for career development after college. This course allows greater emphasis on networking early in the program. The revised course outcomes reflect the reduction in credits from 3 to 1.

The UCC reviewed this proposal during the meeting.

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value Department of Computing, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course.
- ✓ Course appropriate at 3000 level.
- ✓ Credit hour reduction from 3 to 1 is appropriate.

Jason Davis motioned to approve the proposal as written. Allen Coates seconded. The motion was approved.

-New Course: CSCI 2400 Computer Hardware and Network Administration

Brian Bennett provided an overview of the proposed course which will replace CSCI 1400. This course introduces concepts and skills necessary to install, upgrade, maintain, and troubleshoot computers and computer networks.

Primary Reviewers Allen Coates and Brad Edwards

Edits completed in the meeting

- Prerequisite(s) – remove CSCI 1100
- Course objective 1 – edit to read Instill students with an understanding of the hardware and networks that their software relies on.

Confirmation from Primary Reviewers Allen Coates and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Computing, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course.
- ✓ Course appropriate at 2000 level.
- ✓ Credit hours appropriate at 3.

Allen Coates motioned to approve the proposal with edits completed in the meeting. Brad Edwards seconded. The motion was approved.

-New Course: CSCI 2240 Data Structures and Algorithms

Brian Bennett provided an overview of the course which is proposed to modernize the algorithms course sequence by offering a comprehensive study of the data structures and accompanying algorithms that support modern software systems. Previously two courses, content will be combined into one course which will free up credits and allow for new courses.

Primary Reviewers Mike Stoots and Teresa Brooks Taylor

Edits completed in the meeting

- Will the course be used in major, minor, graduate degree, or certificate? Change to yes
- If yes, has the department submitted a curricular revision proposal? Change to yes
- Major Assignments, Exams, and Grade-weight Values – change minor assignments to Labs

Confirmation from Primary Reviewers Mike Stoots and Teresa Brooks Taylor

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Computing, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course.
- ✓ Course appropriate at 2000 level.
- ✓ Credit hours appropriate at 3.

Mike Stoots motioned to approve the proposal with edits completed in the meeting. Teresa Brooks Taylor seconded. The motion was approved.

-New Course: ASLS 1010 Beginning American Sign Language I

Ann Gilger provided an overview of the proposed course which will be the first pre-requirement for the American Sign Language (ASL) minor. This course addresses issues related to Deaf Culture, signing skills, and the history of ASLS development.

Primary Reviewers Jason Davis and Julie Fox-Horton

Edits completed in the meeting

- Course previously offered – change to no

Confirmation from Primary Reviewer Jason Davis and Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Literature & Language, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course.
- ✓ Course appropriate at 1000 level.
- ✓ Credit hours appropriate at 3.

Jason Davis motioned to approve the proposal with the edit completed in the meeting. Julie Fox-Horton seconded. The motion was approved.

-New Course: ASLS 1020 Beginning American Sign Language II

Ann Gilger provided an overview of the proposed course which will be the second pre-requirement for the American Sign Language (ASL) minor. This course addresses issues pertaining to Deaf Culture as well as signing at an intermediate beginner level.

The UCC reviewed this proposal during the meeting.

Edits completed in the meeting

- Course previously offered – change to no

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Literature & Language, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 1000-level course.
- ✓ Course appropriate at 1000 level.
- ✓ Credit hours appropriate at 3.

Christiana Keinath motioned to approve the proposal with the edit completed in the meeting. Mike Stoots seconded. The motion was approved.

-New Course: ASLS 2010 Second-Year American Sign Language I

Ann Gilger provided an overview of the proposed course which will be the first course in the ASL minor. This course expands vocabulary and enhances signing skills through class discussions, simulations, and attendance of Deaf events.

Primary Reviewers Mike Stoots and Teresa Brooks Taylor

Edits completed in the meeting

- Academic Justification – Add After completing ASLS 1010 and ASLS 1020 or testing out of these pre-requirements, students are eligible to enroll in ALSL 2010.
- Course previously offered – change to no

Confirmation from Primary Reviewer Mike Stoots and Teresa Brooks Taylor

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Literature & Language, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course.
- ✓ Course appropriate at 2000 level.
- ✓ Credit hours appropriate at 3.

Mike Stoots motioned to approve the proposal with edits completed in the meeting. Teresa Brooks Taylor seconded. The motion was approved.

-New Course: ASLS 2020 Second-Year American Sign Language II

Ann Gilger provided an overview of the proposed course, which will be the second course in the ASL minor. This course focuses on expanding vocabulary, idioms, manual & non-manual aspects of ASL, cross-cultural communication, and cultural knowledge at an intermediate level.

Primary Reviewers Allen Coates and Brad Edwards

Edits completed in the meeting

- Course previously offered – change to no

Confirmation from Primary Reviewer Allen Coates and Brad Edwards

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Literature & Language, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course.
- ✓ Course appropriate at 2000 level.
- ✓ Credit hours appropriate at 3.

Allen Coates motioned to approve the proposal with the edit completed in the meeting. Brad Edwards seconded. The motion was approved.

-Revise Minor: American Sign Language Minor

Ann Gilger provided an overview of the revisions to the minor which will consist of 18 credits. There will be 2 pre-required courses: ASLS 1010 Beginning American Sign Language I and ASLS 1020 Beginning American Sign Language II. Six courses (3 credits each) will compose the minor: ASLS 2010 Second-Year American Sign Language I, ASLS 2020 Second-Year American Sign Language II, ASLS 3010 Introduction to Deaf Culture, ASLS 3020 Linguistic Perspectives on ASL, ASLS 3030 American Sign Language: Fingerspelling and Numbers, ASLS 3040 Third-Year American Sign Language.

There was significant discussion related to the pre-requirement courses. Ann Gilger and Daniel Westover explained pre-requirement courses were common in the language minors. Students have the option to complete testing to establish proficiency in the language. Depending on their level of proficiency, students may not be required to take ASLS 1010 and/or ASLS 1020. Students with no prior language skill would complete ASLS 1010 and ASLS 1020 prior to taking the minor courses.

Primary Reviewers Christiana Keinath and Daniel Hedden

Edits completed in the meeting

- Final Revision – Add an asterisk at the end of ASLS 1010 – Beginning American Sign Language I (3 credits) and ASLS 1020 – Beginning American Sign Language II (3 credits) then add *Based on placement test or equivalent

Confirmation from Primary Reviewers Christiana Keinath and Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to Department of Literature & Language, College of Arts & Sciences, and university.
- ✓ Courses appropriate.

Mike Stoots motioned to approve the proposal with edits completed in the meeting. Daniel Hedden seconded. The motion was approved.

Other Discussion:

Chelsie Dubay noted the agenda for the March 12 meeting is very heavy, with reviewer teams assigned up to 8 courses. She has grouped similar proposals with the goal of approving some proposals as a group rather than individually. If there are questions/concerns about the proposals, Chelsie requested the reviewers contact the originators and edit the proposals prior to the meeting to facilitate getting through the agenda.

Evelyn Roach noted there are still proposals pending, some at the UCC level and others at earlier stages, that need to be approved by the March 15 catalog deadline. Chelsie Dubay noted the committee has met weekly since February 12 to move proposals forward; however, a significant number of proposals did not arrive at the UCC level until March which leaves the committee scrambling to meet the deadline. The number of last-minute proposals is also creating pressure for Stacie Hill. She must build the courses in the system once they are approved; they must be ready for registration, which begins in early April. There was discussion about how to review the current backlog of proposals since the next scheduled UCC meeting is March 26th, and March 17-21 is spring break. Chelsie Dubay will determine how many proposals require immediate approval and present options for review at the March 12 UCC meeting. There was additional discussion about establishing a deadline for proposals to reach the UCC level. The UCC deadline would precede the March 15 catalog deadline and ensure the committee has time to complete its review process and move them forward for entry into the system.

Chelsie Dubay also asked UCC members to consider whether the committee needs to clarify expectations for certain sections in Curriculog that have generated discussion in recent proposal reviews (i.e., describing assignments, course objectives vs. student learning outcomes). The committee may need to review the directions in Curriculog to determine if clarification of the expectations would benefit originators and the review process.

Jason Davis motioned to adjourn the meeting. Julie Fox-Horton seconded. Chelsie Dubay adjourned the meeting at 3:50 pm.

Respectfully submitted,
Rhonda Brodrick
Approved 3/12/25