

**Undergraduate Curriculum Council
Meeting Notes
March 12, 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, Myra Jones, Christiana Keinath, Evelyn Roach, Mike Stoots, Teresa Brooks Taylor

Members absent Melessia Webb, Lev Yampolsky

Guests Present Scott Honeycutt, Megan Krupa, Jamie Price, Alan Stevens, John Wheeler

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

Jason Davis moved to approve minutes from the March 5, 2025 meeting. Allen Coates seconded. The motion passed.

New Business

- Revise Curriculum: Substantive - English Major, B.A.

Scott Honeycutt provided an overview of the revision to the minor which establishes a major core and creates three concentrations: English Teacher Education, Literary Studies, Creative Writing. The revision removes two courses and adds Southern Appalachian Literature and Environmental Literature as elective options.

Primary Reviewer Chelsie Dubay

Confirmation from Primary Reviewer Chelsie Dubay

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

Chelsie Dubay motioned to approve the proposal as written. Jason Davis seconded. The motion was approved.

Education Proposals (4)

-New Course: ECED 4117/5117 Learning Environments for Integrated Early Childhood PreK-3

Amy Malkus provided an overview of the proposed course which is designed to add Special Education content with the goal of meeting NAEYC and DEC standards. This course focuses on PreK-3rd grade and will be used in the undergraduate and graduate licensure programs.

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

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Curriculum & Instruction, Clemmer College of Education and Human Development, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course.
- ✓ Course appropriate at 4000 level.
- ✓ Credit hours appropriate at 3.

- Revise Academic Minor - Secondary Education Teacher Preparation

Megan Krupa provided an overview of the revisions to the minor which 1) eliminates EDFN 3301 Issues in Education, EDFN 3310 Educational Psychology, CUA1 4416 Residency I: Middle and Secondary School Curriculum, Instructional Methods, and Assessment, CUA1 4426 Residency I: Secondary School Curriculum and Methodology Field Experience, READ 4557 Adolescent Literacy Assessment and Instruction, and COMM 4417 Teaching Secondary Speech and Theater; 2) adds CUA1 4418 K-12 or Secondary School Curriculum, Instructional Methods and Assessment and CUA1 4428 K-12 of Secondary School Curriculum and Methodology Field Experience; and 3) changes the name of the minor from Secondary Teacher Education Preparation to Teacher Education Multiple Disciplines.

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 Curriculum & Instruction, Clemmer College of Education and Human Development, and university.
- ✓ Courses appropriate.

- Revise Curriculum: Non-Substantive - B.S. Special Education

John Wheeler provided an overview of the revision which reduce SPED 4710 Residency I in Special Education from 5 credits to 3 credits then increase free electives by 2 credits.

- Revise Curriculum: Non-Substantive - Special Education Major, B.S.

John Wheeler provided an overview of the revision which clarifies the licensure and non-licensure pathways within the final semester by adding Licensure Option: 12 credits (SPED 4580 Residency II Field Experience in Special Education and SPED 4581 Residency II Seminar in Special Education) and Non-Licensure Option: 12 credits of advisor approved electives.

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

Confirmation from Primary Reviewers Christiana Keinath and Daniel Hedden for the 2 Non-Substantive Curriculum Revision Proposals

- ✓ Proposals consistent with university goals
- ✓ Proposals add value to Department of Educational Foundations/Special Education, Clemmer College of Education and Human Development, and university.
- ✓ Courses appropriate.

Daniel Hedden motioned to approve the 4 Education proposals as written. Christiana Keinath seconded. The proposals were approved.

Computing Proposals (3)

-New Course: CSCI 3240 Computation and Complexity Theory

Chelsie Dubay provided an overview of the proposed course which is part of the effort to modernize the algorithms course sequence and meet an accreditation visit recommendation to increase focus on computer theory. This course introduces the theory of computation: automata and languages, computability theory, and complexity theory.

-New Course: CSCI 4647 Network Defense and Countermeasures

Chelsie Dubay provided an overview of the proposed course which provides comprehensive cybersecurity training in threat analysis, network protection, and incident response.

-New Course: CSCI 4757 Business Process Integration

Chelsie Dubay provided an overview of the proposed course which explores the concepts of the enterprise structure and organizational data, master data, transactional data, business scenarios and processes, and business processes integration points.

Primary Reviewers Allen Coates and Brad Edwards found the course proposals to be well written with no areas of concern. Evelyn Roach noted there were no graduate assignments entered for CSCI 4757 Business Process Integration; this does not impact approval at the UCC level, but it will impact approval at the Graduate Curriculum level.

Confirmation from Primary Reviewers Allen Coates and Brad Edwards for the 3 New Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add 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 3000 and 4000-level courses.
- ✓ Courses are appropriate at 3000 and 4000 level.
- ✓ Credit hours for all courses are appropriate at 3.

Allen Coates motioned to approve the 3 computing proposals as written. Brad Edwards seconded. The courses were approved.

Music Proposals – Part 1 (7)

-New Course: MUSC 1101 Music Major 101

Alan Stevens provided an overview of the proposed course which is designed to provide students with information that leads to successful practices as a music major, including practice strategies, study schedules, and preparation for performances.

Primary Reviewers for Music Proposals Part I: Jason Davis and Julie Fox-Horton

Edits completed in the meeting

- Catalog Description – change and more to “and skills needed to succeed as a music major.”
- Learning Outcome #4 – Recognize and ask for support with program expectations.

-Revise Course: Substantive Modification: MUSC 1202 Symphonic Wind Ensemble

Alan Stevens provided an overview of the revisions to the courses which include modifications to the course and transcript titles, credit hours, and catalog description.

-Revise Course: Substantive Modification: MUSC 1204 Orchestra

Alan Stevens provided an overview of the revision to the course which modifies credit hours from 1 to 0-1. The 0-credit option is only for music majors.

-New Course: MUSC 1205 Symphonic Band

Alan Stevens provided an overview of the proposed course which creates a lower tier ensemble for any students who do not make the audition cut for Wind Ensemble or Concert Band.

-Revise Course: Substantive Modification: MUSC 1221 Choir

Alan Stevens provided an overview of the revision to the course which modifies credit hours from 1 to 0-1.

-Revise Course: Substantive Modification: MUSC 1251 Chorale

Alan Stevens provided an overview of the revision to the course which modifies credit hours from 1 to 0-1.

- New Course: MUSC 1405 Introduction to Aural Skills

Alan Stevens provided an overview of the course which is designed to address attrition issues and increase student success in the major by introducing aural skills prior to completing the three-semester aural skills sequence (Aural Skills I, II, and III). This course includes chromatic solfege, intervallic training, pitch matching exercises, and an introduction to basic harmonic progressions.

Edits completed in the meeting

- MUSC 1405 Course Objective #3 – Introduce pitch matching exercises and tuning techniques

Confirmation from Primary Reviewers Jason Davis and Julie Fox-Horton for the 3 New and 4 Substantive Revision Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, 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 courses.
- ✓ Courses appropriate at 1000 level.
- ✓ Credit hours appropriate at 0-1 (MUSC 1202, 1204, 1205, 1221, 1251), 1 (MUSC 1101), and 3 (MUSC 1405).

Jason Davis motioned to approve the 7 Part 1 Music Proposals with edits completed during the meeting. Julie Fox-Horton seconded. The courses were approved.

Music Proposals – Part 2 (4)

-Revise Course: Substantive Modification: MUSC 2600 Secondary Strings

-Revise Course: Substantive Modification: MUSC 2650 Secondary Woodwinds

-Revise Course: Substantive Modification: MUSC 2660 Secondary Brass

-Revise Course: Substantive Modification: MUSC 2690 Secondary Percussion

Alan Stevens provided an overview of the proposed revisions to these existing courses. The revisions, which include modifying the course and transcript titles, credit hours, and/or catalog descriptions, are designed to make the major more competitive/standardized with other Tennessee institutions.

Primary Reviewers for Music Proposals Part 2: Mike Stoots and Teresa Brooks Taylor

Edits completed in the meeting

- Academic Misconduct (all proposals) – edit to read “depending on the severity”

Confirmation from Primary Reviewers Mike Stoots and Teresa Brooks Taylor for the 4 Course Revision Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 2000-level courses.
- ✓ Courses appropriate at 2000 level.
- ✓ Credit hours reduction from 2 to 1 is appropriate.

Teresa Brooks Taylor motioned to approve the 4 Part 2 Music Proposals with the edit to the Academic Misconduct Policy. Christiana Keinath seconded. The courses were approved.

Music Proposals – Part 3 (4)

-New Course: MUSC 1510 Applied Winds for Music Education Majors I

-New Course: MUSC 1520 Applied Strings for Music Education Majors I

-New Course: MUSC 1530 Applied Voice for Music Education Majors I

-New Course: MUSC 1540 Applied Percussion for Music Education Majors I

Alan Stevens provided an overview of the proposed courses which provide instruction in brass and woodwind instruments/stringed instruments/voice/percussion in preparation for advancement to Applied Music Education Majors II courses.

Primary Reviewer for Music Proposals Part 3: Chelsie Dubay

Edits completed in the meeting

- Academic Misconduct (all proposals) – edit to read “depending on the severity”

Confirmation from Primary Reviewer Chelsie Dubay for the 4 New Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 1000-level courses.
- ✓ Courses appropriate at 1000 level.
- ✓ Credit hours appropriate at 1.

Jason Davis motioned to approve the 4 Part 3 Music Proposals with the edit to the Academic Misconduct Policy. Teresa Brooks Taylor seconded. The courses were approved.

Music Proposals – Part 4 (4)

-New Course: MUSC 2810 Applied Winds for Music Education Majors II

-New Course: MUSC 2820 Applied Strings for Music Education Majors II

-New Course: MUSC 2830 Applied Voice for Music Education Majors II

-New Course: MUSC 2840 Applied Percussion for Music Education Majors II

Alan Stevens provided an overview of the proposed courses which provide instruction in brass and woodwind instruments/stringed instruments/voice/percussion in preparation for advancement to Applied Winds for Music Education Majors III.

Primary Reviewers for Music Proposals Part 4: Christiana Keinath and Daniel Hedden

Edits completed in the meeting

- Academic Misconduct (all proposals) – edit to read “depending on the severity”

Confirmation from Primary Reviewers Christiana Keinath and Daniel Hedden for the 4 New Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 2000-level courses.
- ✓ Courses appropriate at 2000 level.
- ✓ Credit hours appropriate at 1.

Christiana Keinath motioned to approve the 4 Part 4 Music Proposals with the edit to the Academic Misconduct Policy. Daniel Hedden seconded. The courses were approved.

Music Proposals – Part 5 (5)

-Revise Course: Substantive Modification: MUSC 3205 Lab Ensemble

Alan Stevens provided an overview of the proposed revisions which include changes to course credits, corequisites, and the catalog description. This course enables students to apply content learned in a companion conducting theory course.

-New Course: MUSC 3810 Applied Winds for Music Education Majors III

-New Course: MUSC 3820 Applied Strings for Music Education Majors III

-New Course: MUSC 3830 Applied Voice for Music Education Majors III

-New Course: MUSC 3840 Applied Percussion for Music Education Majors III

Alan Stevens provided an overview of the proposed courses which provide instruction in brass and woodwind instruments/stringed instruments/voice/percussion in preparation for a professional career in music education.

Primary Reviewers for Music Proposals Part 5: Allen Coates and Brad Edwards

Edits completed in the meeting

- Course Objective #4 (all proposals) – Change “To study” to “To introduce”
- Academic Misconduct (all proposals) – edit to read “depending on the severity”

Confirmation from Primary Reviewers Allen Coates and Brad Edwards for the Substantive Revision and 4 New Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 3000-level courses.
- ✓ Courses appropriate at 3000 level.

- ✓ Credit hours appropriate at 0-1 (MUSC 3205) and 1 (MUSC 3810, 3820, 3830, and 3840).

Allen Coates motioned to approve the 5 Part 5 Music Proposals with edits completed in the meeting. Brad Edwards seconded. The courses were approved.

Music Proposals – Part 6 (5)

-New Course: MUSC 4400 Elementary Music Methods and Materials

Alan Stevens provided an overview of the proposed course which addresses an accreditation recommendation to increase content in teaching elementary school music. This course covers music pedagogical methods, approaches for introducing concepts level by level, and materials necessary for teaching music at the elementary school level.

-New Course: MUSC 4568 Orchestral Repertoire for Teaching

Alan Stevens provided an overview of the proposed course which addresses an accreditation recommendation to increase content for students seeking to teach secondary orchestral music.

-New Course: MUSC 4575 Instrumental Methods and Materials for Choral Conductors

Alan Stevens provided an overview of the proposed course which is designed to fill a deficit in instrumental knowledge for the vocal/general music education students. This course provides an overview of instrumental materials for vocalists.

-Revise Course: Substantive Modification: MUSC 4580 Band Methods and Materials I

Alan Stevens provided an overview of the proposed revision which combines two semesters of courses in band methods to a single course for instrumental/general music education majors. The revision includes changes to the course and transcript titles, credit hours, and catalog description.

-Revise Course: Substantive Modification: MUSC 4581 Orchestra Methods and Materials I

Alan Stevens provided an overview of the proposed revision which combines two semesters of courses in orchestra methods to a single course for instrumental/general music education majors. The revision includes changes to the course and transcript titles, credit hours, and catalog description.

Primary Reviewers for Music Proposals Part 6: Mike Stoots and Teresa Brooks Taylor

Edits completed in the meeting

- Academic Misconduct (all proposals) – edit to read “depending on the severity”
- Course Objectives #3 (MUSC 4568) – To explore methods that new . . .

Confirmation from Primary Reviewers Mike Stoots and Teresa Brooks Taylor for the 2 Substantive Revision and 3 New Course Proposals

- ✓ Courses consistent with university goals
- ✓ Courses add value to Department of Music, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for 4000-level courses.
- ✓ Courses appropriate at 4000 level.
- ✓ Credit hours appropriate at 2 (MUSC 4568, 4575) and 3 (MUSC 4400, 4580, 4581).

Mike Stoots motioned to approve the 5 Part 6 Music Proposals with edits completed in the meeting. Teresa Brooks Taylor seconded. The courses were approved.

Music Proposals – Part 7 (4)

-Revise Curriculum: Substantive Bachelor of Arts: Music (Composition Concentration)

Alan Stevens provided an overview of the proposed revision to the curriculum which 1) revises the core to include new courses, 2) separates aural skills from music theory, 3) divides applied composition into 3 levels, and 4) reworks the concentration to include courses more supportive of a professional composition degree program.

-Revise Curriculum: Substantive - Bachelor of Arts: Music (Contemporary Music Performance concentration)

Alan Stevens provided an overview of the proposed revision to the curriculum which 1) revises the title of the degree “Commercial Music”, 2) adjusts the core to include new courses, 3) adjusts the concentration to include new courses, and 4) revises existing requirements.

-Revise Curriculum: Substantive - Bachelor of Arts: Music (Music History Concentration)

Alan Stevens provided an overview of the proposed revision to the curriculum which 1) revises the core to include new courses, 2) separates music theory and aural skills, 3) adds an ensemble option to major ensemble category, and 4) moves applied lessons and ensemble from core to concentration.

-Revise Curriculum: Substantive - Bachelor of Arts: Music (Performance concentration)

Alan Stevens provided an overview of the proposed revision to the curriculum which 1) adds MUSC 1101 Music Major 101 and MUSC 1405 Introduction to Aural Skills to core, 2) separates theory and aural skills into 3 semesters of aural skills and 3 semesters of theory and analysis, and 3) adds courses to the concentration to address areas of deficit.

Primary Reviewers for Music Proposals Part 7: Jason Davis and Julie Fox-Horton

Edits completed during the meeting:

- Music History Concentration – Current and Proposed Program of Study – In the Proposed program of study column – add 0-3 under Free Electives (# of credits)

Confirmation from Primary Reviewers Jason Davis and Julie Fox-Horton for the 4 Substantive Curriculum Revision Proposals

- ✓ Proposals consistent with university goals
- ✓ Proposals add value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Jason Davis motioned to approve the 4 Part 7 Music Proposals with the edit to the Music History Concentration proposal. Julie Fox-Horton seconded. The proposals were approved.

Music Proposals – Part 8 (3)

-Revise Curriculum: Substantive - Bachelor of Music: Music (Performance Keyboard Concentration)

-Revise Curriculum: Substantive - Bachelor of Music: Music (Performance: Instrumental Concentration)

-Revise Curriculum: Substantive - Bachelor of Music: Music (Performance: Vocal Concentration)

Alan Stevens provided an overview of the proposed curriculum revisions which 1) add MUSC 1101 Music Major 101 and MUSC 1405 Introduction to Aural Skills to core, 2) separate theory and aural skills into 3 semesters of aural skills and 3 semesters of theory and analysis, and 3) add courses to the concentration to address areas of deficit.

Primary Reviewer for Music Proposals Part 8: Chelsie Dubay

Confirmation from Primary Reviewer Chelsie Dubay for the 3 Substantive Curriculum Revision Proposals

- ✓ Proposals consistent with university goals
- ✓ Proposals add value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Jason Davis motioned to approve the 3 Part 8 Music Proposals as written. Mike Stoots seconded. The proposals were approved.

Music Proposals – Part 9 (4)

-Revise Curriculum: Substantive - Bachelor of Music: Music (Music Education Instrumental/General concentration)

-Revise Curriculum: Substantive - Bachelor of Music: Music (Music Education: Vocal/General Concentration)

Alan Stevens provided an overview of the proposed curriculum revisions which 1) adjust applied courses, 2) add new courses related to elementary/general music education, and 3) add licensure classes in education.

-Revise Academic Minor - Music Minor

Alan Stevens provided an overview of the proposed revision to the minor which 1) replaces MUSC 1100 Music Fundamentals with MUSC 1405 Introduction to Aural Skills, 2) increases upper division elective credits by 1, and 3) adds new band to list of ensemble options.

-Establish Minor – Music Composition

Alan Stevens provided an overview of the proposed 20 credit minor which incorporates 10 existing courses (22 credits) and 1 new course, MUSC 3961 Applied Composition Level III (2 credits). This minor will give students interested, but not majoring, in music composition an opportunity to engage in composition courses.

Christiana Keinath and Daniel Hedden, Primary Reviewers for Music Proposals Part 9, found the proposals to be well written with no areas of concern.

Confirmation from Primary Reviewer Christiana Keinath and Daniel Hedden for the 2 Substantive Curriculum Revision, Academic Minor Revision, and Establish Minor proposals.

- ✓ Proposals consistent with university goals
- ✓ Proposals add value to the Department of Music, the College of Arts & Sciences, and the university.
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Daniel Hedden motioned to approve the 4 Part 9 Music Proposals proposal as written. Christiana Keinath seconded. The proposals were approved.

Proposals Added to the Agenda (2)

- Revise Curriculum: Non-Substantive – B.S. Mathematics (Mathematical Sciences Concentration)

The current concentration requires students enroll in either MATH 4137 Introduction to Modern Algebra II or MATH 4227 Analysis II. This revision proposes these courses be replaced with MATH 4157 Introduction to Modern Geometry to give students a broader view of mathematics.

The proposal was reviewed by UCC Members during the meeting.

Confirmation from UCC Members

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

Jason Davis motioned to approve the proposal as written. Brad Edwards seconded. The proposal was approved.

-Revise Course: Substantive Modification: CJCR 4801 Field Experience II in Criminal Justice

Brad Edwards provided an overview of the proposed revision which edits the credit hours to create additional flexibility for students and maximize their ability to pursue field experience opportunities. This proposal changes the course from 9 credits to 3-9 credits. The department also plans to offer the course in fall, spring, and summer semesters rather than only summer semester.

The proposal was reviewed by UCC Members during the meeting.

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Criminal Justice & Criminology, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course.
- ✓ Course appropriate at 4000 level.
- ✓ Credit hours appropriate at 3-9.

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

Other Discussion:

The next meeting will be on March 26 at 2 pm.

Jason Davis motioned to adjourn the meeting. Allen Coates seconded. Chelsie Dubay adjourned the meeting at 3:55 pm.

Respectfully submitted,

Rhonda Brodrick
Approved 3/26/25