

UNIVERSITY CURRICULUM COMMITTEE

Minutes #1 approved (2018-2019 Undergraduate Catalog)

August 30, 2017

Members Present: Cook, Duce, Dustin, Mikulec, Morey, Prud`homme, Rosenthal, Segelcke, Standard, Stapleton, Trefzger, Zeng

Members Absent: Ciani, Shim, Wolf

Guests Present: Danielle Lindsey, Office of the Registrar

1. Rosenthal convened the meeting at 3:08 p.m.
2. **INTRODUCTIONS:** Members and guest introduced themselves.
3. **ELECTION OF OFFICERS AND LIAISONS:**
 - a. **Chairperson:** *Serves as ex-officio member on the Council on General Education (CGE) and Council for Teacher Education (CTE).* Rosenthal opened the nominations. Trefzger nominated Standard, Stapleton seconded and Standard accepted the nomination. With no additional nominations, Standard was elected chairperson by acclamation of the committee. Rosenthal turned the meeting over to Standard. Standard will serve as ex-officio member of the CGE and asked if someone could serve as the CTE ex-officio member. Dustin will serve as the ex-officio member of CTE.
 - b. **Vice Chairperson:** *Serves as ex-officio member of the Academic Affairs Committee (an internal committee of the Academic Senate) and serves as the UCC chair in their absence.* Standard asked for nominations. Trefzger nominated Dustin who accepted the nomination, Stapleton seconded the nomination. Dustin was elected vice chairperson by acclamation of the committee. Dustin is unable to serve on Academic Affairs. Duce offered to serve as the ex-officio member for the Academic Affairs Committee.
 - c. **Recording Secretary:** *Performs UCC secretary duties in their absence.* Standard asked for someone to serve as the Recording Secretary. Prud`homme will serve as the Recording Secretary.
4. **LIAISON ASSIGNMENTS TO THE COLLEGE CURRICULUM COMMITTEES:** UCC members are asked to serve as liaisons to the College Curriculum Committees (CCC). The liaison to a College Curriculum Committee will contact the committee at least once during the year and ask to attend a meeting and offer assistance when or if needed in regards to the curriculum process.

Committee members serving as liaisons are:

College of Arts and Sciences (Tuesday, 1-2 p.m in STV 140): Mikulec

College of Applied Science and Technology (Friday, 10:30 a.m. in TUR 101): Prud`homme

College of Business (NA): To be decided later.

College of Education (Monday – September 11 at 12-1 p.m., and then once a month at 1 p.m., in DEG 504 or 551): Trefzger

College of Fine Arts (Thursday, 8-8:50 a.m., in CE 224): Cook

Mennonite College of Nursing (PCC meets Tuesday from 1-3 p.m. in EDW 306): Zeng

5. **REVIEW OF UCC RESPONSIBILITIES:** Rosenthal distributed a handout and asked the new member to stay after the meeting for a review of the information on the handout:

UCC 1st Day Welcome and Process

Principles

- **Expertise is at the departmental level**—UCC's role is almost always to be supportive but also to make a thorough review and to ask questions where appropriate.

- **UCC policy is directed by the Baccalaureate Degree Document.**
- **Curriculum is a faculty responsibility**, however delivery of that curriculum is a shared responsibility with administration. That’s why chairs and deans sign curriculum proposals.
- **How does the curriculum serve the students?** (How do they move through it?)

Flow	Faculty initiator →	DCC →	CCC → CGE	CTE →	UCC → GCC	Senate President/Provost BOT/BHE
Signatures		DCC Chair Dept Chair	CCC Chair Dean	CTE Chair	UCC Chair	Senate Provost
Circulation			10 days			10 days

Catalog Year

The current catalog is in effect 2017 through 2018. The proposals reviewed and approved this year (if received by the deadlines) will take effect in the 2018-2019 catalog, unless they are new major degree programs that require IBHE approval, which likely will fall under the next catalog.

Deadlines for the 2018-2019 Undergraduate Catalog:

*New Degree Programs	January 26, 2017
New/Deleted Minors, Sequences	September 11, 2017
New/Deleted 100, 200, or 300-level Course Proposals	October 2, 2017
Revised Program Proposals (Major, Minor, Sequences)	October 2, 2017
Revised 100, 200, or 300-level Course Proposals	November 6, 2017
Any changes to catalog requested/approved through Editorial Request	November 27, 2017

*Any proposal for a new degree program not approved by the UCC, Senate, BOT, and IBHE in time for it to be published in the catalog year for which it was proposed will appear in the next available catalog.

Note: Deadlines are when the proposal must arrive at the University Curriculum Committee.

How do we work?

- Jeri Ryburn assigns proposals to committees of two members.
- Members will receive a link to the online proposal(s) by email from Curriculum Forms.
- Members report back in two weeks (typically). If there are questions or problems, reviewers should certainly feel free to contact the initiator to try to correct before meeting.
- We do not review proposals from our own department/school.
- We do not review “stand alone” courses, but can review course proposals that are part of a program change. However, course proposals are not approved by the UCC; they are approved by the Executive Secretary.

What to look for?

- Catalog description
- Consistency
- Letters of support for courses or programs that affect other departments

6. STAFF REPORT:

- Rosenthal – Editorial requests for programs adding/removing electives.

The School of Biological Sciences is asking to add a PHY course as an elective to several sequences. The “Editorial Changes in the Undergraduate & Graduate Catalogs” document approved by the UCC

states the following is not editorial: “removal or addition of a course or courses, not within the same department/school or program, to specified program electives (there are exceptions).” The course being added is taught by both a biologist and a physicist. Could this be considered an exception? The committee did not object to allowing the addition of this PHY course to the BSC sequences editorially. Cook will submit an online editorial request.

- Rosenthal – Amy Hurd, Director of the Graduate School, will visit a future meeting to present information on accelerated B.A./M.A. degree programs.
- Ryburn – There are two proposals to review on September 13, 2017. The committee agreed that with no proposals ready to review next week, the September 6 meeting can be cancelled.

7. MISCELLANEOUS:

Cook said that the School of Biological Sciences noticed the faculty list in their section of the 2017-2018 catalog is out of date and asked if anything could be done. It was explained that because of the time frame for preparing the catalog, the faculty lists are about a year behind. The published catalog would not be revised. Lindsey told the committee that for this reason and because of the time required to compile and proof the faculty listing, it will be removed from the back of the catalogs and in the department and school sections in all future undergraduate and graduate catalogs. PRPA (Planning, Research and Policy Analysis) will publish the updated faculty list online. The list will be kept up to date.

Trefzger asked about student membership. Ryburn said that Ashley Shannon, the Student Body Vice President, is seeking students who can serve. Rosenthal asked Ryburn to send Ashley’s contact information to the members so they can recruit students from their classes.

8. **ADJOURNED:** Cook moved to adjourn, Stapleton seconded. The meeting adjourned at 3:46 p.m. The next meeting will be September 13, 2017.
9. **INFORMATION:** The University Curriculum Committee Executive Secretary approved the following:

Temporary Course:

CJS

389A25 CRIMES OF THE POWERFUL

3 sem. hrs.

Analyzes the relationship between power and crime, and crimes committed by those in powerful positions and/or institutions. Prerequisites: CJS 101; Major or minor only or consent of the department advisor.

Revised Courses:

COM

(Changed number, revised title and description)

350 DOCUMENTARY FILM HISTORY AND THEORY

3 sem. hrs.

Historical, philosophical, and theoretical consideration of documentary approach in film and television. Also offered as THE 350. Formerly COM 270 DOCUMENTARY IN FILM AND BROADCASTING.

Revised courses continued:

HSC

(Changed hours, revised description)

**398A27 PROFESSIONAL PRACTICE: MEDICAL LABORATORY SCIENCE:
HEMATOLOGY
2.5 sem. hrs.**

Structured, off-campus clinical laboratory experience under the guidance of qualified medical laboratory professionals. Students receive individualized training and practicum to develop professional attitudes, competencies and analytical skills. Prerequisites: Grade of C or better in HSC 260, 261, 262, 263, 301, 302, 308 taken within the last 7 years.

(Changed hours, revised description)

**398A28 PROFESSIONAL PRACTICE: MEDICAL LABORATORY SCIENCE:
MICROBIOLOGY
3 sem. hrs.**

Structured, off-campus clinical laboratory experience under the guidance of qualified medical laboratory professionals. Students receive individualized training and practicum to develop professional attitudes, competencies and analytical skills. Prerequisites: Grade of C or better in HSC 260, 261, 262, 263, 301, 302, 308 taken within the last 7 years.

(Changed hours, revised description)

**398A29 PROFESSIONAL PRACTICE: MEDICAL LABORATORY SCIENCE:
IMMUNOHEMATOLOGY
2.5 sem. hrs.**

Structured, off-campus clinical laboratory experience under the guidance of qualified medical laboratory professionals. Students receive individualized training and practicum to develop professional attitudes, competencies and analytical skills. Prerequisites: Grade of C or better in HSC 260, 261, 262, 263, 301, 302, 308 taken within the last 7 years.

MAT

(Revised description and prerequisites)

**201 TEACHING MATHEMATICS IN THE ELEMENTARY SCHOOL
3 sem. hrs.**

Background for meaningful teaching of whole numbers, fractions, and geometry/measurement concepts. Emphasis on planning instruction for elementary students. May include Clinical Experiences. Not for credit major or minor. Prerequisites: Grade of C or better in MAT 130 and 152 and either Mathematics placement or a grade of C or better in MAT 119. Elementary Education major only. Completion of 60 hours and 2.50 major and overall GPA.

SOC

(Changed number, Gen Ed category)

**241 PEOPLE IN PLACES: UNDERSTANDING AND DEVELOPING
COMMUNITY ICL
3 sem. hrs.**

Consideration of the ingredients of community vitality; how globalization has affected community life; the environmental implications of cities, suburbs and rural places; and strategies for community development. Not for credit if had SOC 240. Prerequisite: COM 110 or ENG 101.

Revised courses continued:

THE

(Changed number, revised title and description)

350 DOCUMENTARY FILM HISTORY AND THEORY

3 sem. hrs.

Historical, philosophical, and theoretical consideration of documentary approach in film and television. Also offered as COM 350. Formerly THE 270 DOCUMENTARY IN FILM AND BROADCASTING.

Decimalized Courses:

HSC

398A25 PROFESSIONAL PRACTICE: MEDICAL LABORATORY SCIENCE: MICROBIOLOGY SIMULATION

3 sem. hrs.

Structured, on-campus laboratory experience under the guidance of qualified medical laboratory professionals. Students receive individualized training and practicum to develop professional attitudes, competencies and analytical skills. Prerequisites: Grade of C or better in HSC 260, 261, 262, 263, 301, 302, 308 taken within the last 7 years.

IDS (Also approved for AMALD):

121A65 TEXTS AND CONTEXTS: CITY AS TEXT-HAVANA CUBA LH

3 sem. hrs.

Interdisciplinary writing-intensive course focusing on significant humanities texts in relationship to their historical and cultural contexts. The purpose of this course is to study Cuba, with an emphasis on the society, people, history, culture, economy, religion, traditions, education, and politics of the region. May not be taken under the P/NP option. Prerequisites: COM 110 and ENG 101 or concurrent registration.

MUS

330A61 PEDAGOGY AND LITERATURE: VIOLIN

2 sem. hrs.

Methods of teaching, class and individual instruction; emphasis on technique and a comparison of various teaching procedures. Survey of important literature and composers for violin. Multiple enrollments are allowed; maximum 4 hours. More than 1 area may be taken concurrently.

330A62 PEDAGOGY AND LITERATURE: VIOLA

2 sem. hrs.

Methods of teaching, class and individual instruction; emphasis on technique and a comparison of various teaching procedures. Survey of important literature and composers for viola. Multiple enrollments are allowed; maximum 4 hours. More than 1 area may be taken concurrently.

330A63 PEDAGOGY AND LITERATURE: CELLO

2 sem. hrs.

Methods of teaching, class and individual instruction; emphasis on technique and a comparison of various teaching procedures. Survey of important literature and composers for cello. Multiple enrollments are allowed; maximum 4 hours. More than 1 area may be taken concurrently.

330A64 PEDAGOGY AND LITERATURE: BASS

2 sem. hrs.

Methods of teaching, class and individual instruction; emphasis on technique and a comparison of various teaching procedures. Survey of important literature and composers for bass. Multiple enrollments are allowed; maximum 4 hours. More than 1 area may be taken concurrently.

Editorial Requests (Courses):

CHE

(Revised prerequisites)

140 GENERAL CHEMISTRY I NSA

4 sem. hrs.

Introduction to stoichiometry, thermochemistry, atomic structure, molecular structure and bonding, chemical equilibrium and kinetics with applications to gases, solids, liquids, and solutions. First half of a 2-semester sequence. Lecture and lab. May not be taken under the P/NP option. Materials charge optional. Prerequisites: Designed primarily for students with high school credit in chemistry. Grade of C or better in MAT 119; or grade of C or better or concurrent registration in MAT 118 or 120 or 144 or 145; or consent of the Department of Chemistry.

CJS

(Changed hours to variable)

**398A02 PROFESSIONAL PRACTICE: CRIMINAL JUSTICE
INTERNSHIP II**

3-6 sem. hrs.

Intensive experience in a single criminal justice agency setting. CR/NC only. Prerequisites: CJS 398A01 and consent of the department internship coordinator. Criminal Justice Sciences major only. See Criminal Justice Sciences major requirements for enrollment limitations.

COM

(Revised title, description)

264 MEDIA PROGRAMMING

3 sem. hrs.

Format and scheduling of programs as practiced by station, cable, network and other program suppliers and viewed from the perspective of the advertiser, the manager, the consumer, and the government. Formerly *BROADCAST AND CABLE PROGRAMMING*. Prerequisites: COM 111 and 160.

ENG

(Added "Includes Clinical Experiences: 10 hours")

194 INTRODUCTION TO ENGLISH EDUCATION

3 sem. hrs.

This course introduces current scholarship in the field of English Education, including learning theory, teacher research, culturally responsive teaching, and professional practice. Includes Clinical

Experiences: 10 hours. Formerly ENG 289A30. Prerequisites: ENG 100 with a grade of C or better, ENG 102, or concurrent registration. Admission to teacher candidacy in English.

GEO

(Changed title)

205 ENVIRONMENT, RESOURCES, AND SUSTAINABILITY

3 sem. hrs.

Interaction between humans and the environment, focusing on the geographical dimensions of natural resource use, pollution, and environmental conservation. Formerly *LIVING IN THE ENVIRONMENT*.

(Revised prerequisite)

360 GROUNDWATER GEOLOGY

3 sem. hrs.

Groundwater occurrence and movement, aquifer evaluation, field and lab measurements, contamination and other applications. Field trips. Prerequisites: GEO 202 or 203 and MAT 146.

HSC

(Changed title, revised description)

213 HOSPITAL INPATIENT CLASSIFICATION AND REIMBURSEMENT PROCESSES

3 sem. hrs.

Application of inpatient diagnoses and procedure classification and healthcare reimbursement processes, including quality and performance monitoring. Formerly *ADVANCED APPLICATIONS OF HEALTH DATA CLASSIFICATIONS*. Prerequisites: HSC 202, 212, and 298A03.

MAT

(Revised prerequisite)

150 FUNDAMENTALS OF STATISTICAL REASONING QR

4 sem. hrs.

Develop statistical reasoning to analyze data and use elementary probability ideas to justify the validity of the analysis. Not for credit major or minor. Prerequisite: Grade of C or better in MAT 113, 118, 120, 130 or 145.

MUS

(Added "Heterogeneous" to title)

330A60 PEDAGOGY AND LITERATURE: HETEROGENEOUS STRINGS

2 sem. hrs.

Methods of teaching, class and individual instruction; emphasis on technique and a comparison of various teaching procedures. Survey of important literature and composers for strings. Multiple enrollments are allowed; maximum 4 hours. More than 1 area may be taken concurrently.

THE

(Revised title, description)

341 PERFORMANCE STUDIES

3 sem. hrs.

Group and individual forms of interpretation and performance, with experiences to provide the student with practical explorations of theory and principle. Formerly *ORAL INTERPRETATION OF LITERATURE II*. Prerequisites: THE 101, 103, 104, or consent of the instructor.

Reinstated Course:

MUS

356A01 INTRODUCTION TO ETHNOMUSICOLOGY

3 sem. hrs.

Introduction to the nature of ethnomusicological inquiry, history, key concepts, methods, and practitioners. Prerequisites: MUS 253 and 254, or equivalent.