

Undergraduate Curriculum Committee
Meeting Minutes
October 24, 2019
UC 222

Members Present: Eric Elliot, Denise McKenney, Geoffrey Gurka, Daniel Schultz-Ela, Sarah Lanci, Lucy Graham, Keith Fritz, Jennifer Hancock, Sean Flanigan, John Seebach, Ann Gillies, Matt Schlieff,

Members Absent:

Ex-officio members present: Maggie Bodyfelt, Barbara Borst (Amber D’Ambrosia), Morgan Bridge, Johanna Varner

Recording Secretary: Aaron Osborne

Chair Hancock called the meeting to order at 3:31pm.

I. Announcements

- A. Aaron Osborne was introduced as the new special Projects Coordinator, working with the Undergraduate Curriculum Committee.
- B. The CIM email that was sent from the executive committee on October 8, 2019 discussing faculty curriculum proposals displayed as being from Morgan Bridge, since she was the one logged in to CIM at the time. However, the email was actually from Jennifer Hancock, the UCC Chair.

II. Ex-Officio Reports

- A. Assistant Vice President of Academic Affairs for Assessment and Accreditation
Bridge thanked everyone for the time and effort they put into this committee and into the new curriculum system (CIM), particularly the committee chairs.
- B. Registrar’s Office
No updates.
- C. Financial Aid
No updates.
- D. Library
It is requested that the library receive notice as soon as possible if a new course or program is being proposed to allow sufficient time to prepare the needed documentation. This should occur before workflow begins.
- E. Catalog Description Reviewer
It is requested that the description reviewer receive notice as soon as possible if a new course or program is being proposed to allow sufficient time for revisions, if needed. This should occur before workflow begins.
- F. Essential Learning

It is requested that ESSL receive notice as soon as possible if a course is being modified or a new course is being proposed to allow sufficient time for ESSL review and approval. This should occur before workflow begins.

III. Curriculum Proposals

Summary of committee actions on curriculum proposals begins on page 3.
Further details of proposals begin on page 6.

IV. Old Business

The committee was asked how they would like the September meeting to be recorded. It was decided that both agenda and minutes would reflect the CIM training and the attendance at the CIM training webinar.

V. Information Items

Chair Hancock reiterated that:

- A. Course justifications need to make a strong case for curriculum change
- B. Departmental approvals to include dates and those faculty and department heads involved in the decision
- C. Other departments that may/will be impacted should be consulted/notified
- D. Course deletions/deactivations frequently trigger other program sequencing/modification curriculum changes/All need to be submitted at same time
- E. Major departmental curriculum changes should be submitted at the same time
- F. Misspelled words on agenda corrected for agenda posting to the website
 - a. MUSA 214 Theory III – Chromatic Concerts (correctly changed to Concepts)
 - b. MUSA 266 History of Popular Muisc – GTAH1 (correctly changed to Music)

VI. New Business

- A. Feedback on CIM now that many have used the software
 - a. The committee response was positive for the initial use of CIM.
- B. Executive Committee process
 - c. After discussion, it was decided that faculty will receive an email for any proposal that is not moved to the undergraduate curriculum committee folder, after the executive committee meeting.
- C. CIM Training Webinar posted to Curriculum Website
- D. CIM Email notification rules for inbox
 - a. A written guide was handed out and Aaron Osborne is available to walk through the process with anyone that would like additional help.

Adjournment:

With no objections from the committee, Chair Hancock adjourned the meeting at 5:00pm.

Respectfully submitted by Aaron Osborne, October 24, 2019.

**Summary of UCC Actions on Curriculum Proposals
October 24, 2019**

Proposal	Committee Action	Members	Effective Date
Course Inactivation: ARKE 300 Human Evolution	Tabled	Hancock Lanci	Summer 2020
Seebach discussed the justification for the proposed change. Further discussion was held concerning the role of faculty in curriculum. Hancock suggested that terminology may need to be added to better articulate the role of faculty in the curriculum process. This lead to a discussion that terminology be included so it more explicitly states in the curriculum manual that curriculum is the purview of the faculty.			
Course Inactivation: ARKE 301 The Emergence of Human Culture	Approved	Elliot Schlieff	Summer 2020
No discussion. Proposal justification for inactivation: “Because of the chronic problem of low enrollments in ARKE's upper division courses, Jessica Herrick wants us to offer only one such course per semester. Thus, the material reason for the deletions is the current inability to teach all listed ARKE courses within a standard two year rotation. We decided to collapse these two courses into a new course in order to address this problem. ARKE 301 and 302 together cover the topic of world prehistory in an in-depth way, and we will unavoidably lose some material, but they can reasonably be collapsed into a single course (ANTH 222).”			
Course Inactivation: ARKE 302 From Domestication to States	Approved	Elliot Schlieff	Summer 2020
No discussion. Proposal justification for inactivation: “It is unavoidable that we will lose half of the content of the proposed deletions in the replacement course ANTH 222. The material reason for the deletions, however, is the current inability to teach all listed ARKE courses within a standard two year rotation. ARKE 300, 301 and 302 are being deleted in order to ease this problem. ARKE 301 and 302 together cover the topic of world prehistory in an in-depth way, but could reasonably be collapsed into a single course (ANTH 222).”			
Course Modification: MANG 491 Business Strategy	Approved	Lanci Flanigan	Summer 2020
No discussion.			
Course Modification: ENGR 321 Fluid Mechanics	Approved	Lanci Elliot	Summer 2020
No discussion.			
Course Inactivation: MUSA 128 Workshop in Music	Approved	Flanigan Schlieff	Summer 2020
Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.			
Course Inactivation: MUSA 228 Workshop in Music	Approved	Flanigan Schlieff	Summer 2020

Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.

Course Inactivation: MUSA 328 Workshop in Music	Approved	Flanigan Schlieff	Summer 2020
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Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.

Course Inactivation: MUSA 428 Workshop in Music	Approved	Flanigan Schlieff	Summer 2020
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Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.

Course Modification: MUSA 114 Theory I-Introduction	Approved	Schlieff Seebach	Summer 2020
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Discussion covered the rigidity of the current music course sequencing system and the need for flexibility in the system for students to take courses. Hancock asked that justifications and changes be written clearly now so they are clear to anyone reading them now or in the future.

Course Modification: MUSA 214 Theory III – Chromatic Concepts	Approved	Lanci Schlieff	Summer 2020
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No discussion.

Course Modification: MUSA 215 Theory IV – Twentieth Century Form and Analysis	Approved	Lanci Schlieff	Summer 2020
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No discussion.

Course Modification: MUSA 220 Music Appreciation-GTAH1	Approved	Seebach McKenney	Summer 2020
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No discussion.

Course Modification: MUSA 250 Beginning Conducting	Approved	McKenney Flanigan	Summer 2020
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Discussion reiterated the need for flexibility in the course sequencing and appropriate clarification in proposal justifications.

Course Modification: MUSA 266 History of Popular Music-GTAH1	Approved	Seebach McKenney	Summer 2020
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No discussion.

Course Modification: MUSA 326 Music History and Literature I	Approved	Gurka Seebach	Summer 2020
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Approval pending edit for verification of "Ancient music." That verification has since been made. The change to the course prerequisite prevents underclassmen from registering for upper-division courses.

Course Modification: MUSA 327 Music History and Literature II	Approved	Gurka Seebach	Summer 2020
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No discussion.

Course Modification: MUSA 350B Advanced Conducting: Instrumental	Approved	McKenney Flanigan	Summer 2020
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Discussion reiterated the need for flexibility in the course sequencing and appropriate clarification in proposal justifications.

CIM Report Oct 28, 2019 9:18am
Course Changes Pending Approval from Final Approvals

Code	Field	Old Value	New Value
ARKE 301	Inactive	Proposal justification for inactivation: "Because of the chronic problem of low enrollments in ARKE's upper division courses, Jessica Herrick wants us to offer only one such course per semester. Thus, the material reason for the deletions is the current inability to teach all listed ARKE courses within a standard two year rotation. We decided to collapse these two courses into a new course in order to address this problem. ARKE 301 and 302 together cover the topic of world prehistory in an in-depth way, and we will unavoidably lose some material, but they can reasonably be collapsed into a single course (ANTH 222)."	
	Effective Term:		Summer 2020
ARKE 302	Inactive	Proposal justification for inactivation: "It is unavoidable that we will lose half of the content of the proposed deletions in the replacement course ANTH 222. The material reason for the deletions, however, is the current inability to teach all listed ARKE courses within a standard two year rotation. ARKE 300, 301 and 302 are being deleted in order to ease this problem. ARKE 301 and 302 together cover the topic of world prehistory in an in-depth way, but could reasonably be collapsed into a single course (ANTH 222)."	
	Effective Term:		Summer 2020
ENGR 321	Prerequisites:	MATH 152 or MATH 136, and PHYS 131/PHYS 131L	MATH 152 or MATH 136; PHYS 131, PHYS 131L, and ENGR 261
	Effective Term:		Summer 2020
MANG 491	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Duties and responsibilities of decision makers in analyzing the organization, its operating environment and the subsequent development of objectives, policies, and long term planning for organizations. Includes complex cases taken from actual experiences in situations involving analysis, planning, and decision making. Required of all BBA and BS Accounting students. To be taken last semester of program.	Duties and responsibilities of decision makers in analyzing the organization, its operating environment and the subsequent development of objectives, policies, and long term planning for organizations. Includes complex cases taken from actual experiences in situations involving analysis, planning, and decision making.
	Effective Term:		Summer 2020

MUSA 114	<p>Banner Corequisites:</p> <p>Prerequisites:</p> <p>Effective Term:</p>	<p>Ear Training and Sightsinging I Class Piano I</p> <p>Satisfactory score on theory placement examination; concurrent enrollment in MUSA 116; concurrent enrollment in MUSA 130 or prior knowledge of the keyboard</p>	<p>Ear Training and Sightsinging I</p> <p>Satisfactory score on theory placement examination</p> <p>Summer 2020</p>
MUSA 128	<p>Inactive</p> <p>Effective Term:</p>	<p>Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.</p>	<p>Summer 2020</p>
MUSA 214	<p>Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):</p> <p>Effective Term:</p>	<p>The full use of chromaticism through secondary dominants, altered chords, Neapolitan and augmented sixth chords, and modulation techniques. Continues into 20th Century including the use of advanced chromaticism, serialism, and atonality. Includes advanced development of ear training and sightsinging. Emphasis on harmonic and rhythmic dictation. Continuation of MUSA 115 and MUSA 117.</p>	<p>Full use of chromaticism through secondary dominants, altered chords, Neapolitan and augmented sixth chords, and modulation techniques. Continues into 20th Century including the use of advanced chromaticism. Includes advanced development of ear training and sightsinging.</p> <p>Summer 2020</p>
MUSA 215	<p>Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):</p> <p>Effective Term:</p>	<p>Study of various compositional approaches and techniques of the 20th Century, correlated with the study of musical form. Includes advanced development of ear training and sight singing. Emphasis on harmonic and rhythmic dictation. Continuation of MUSA 214.</p>	<p>Final components of Common Practice Period harmony, including augmented sixth and common-tone diminished seventh chords, then progressing into musical form. Study of 20th century techniques, including Impressionism, Expressionism, Neo-Classicism, Neo-Romanticism, Serialism and other atonal techniques. Jazz Theory will also be covered.</p> <p>Summer 2020</p>
MUSA 220	<p>Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):</p> <p>Effective Term:</p>	<p>Masterpieces of music, composers, and performers useful for the music student who has a weak background in the Masters.</p>	<p>Overview of the basic elements of music and of Western music history. Emphasis on listening to a variety of music with intellect and emotion, and above all, purposeful attention. Examples come mainly from the Western "classical" tradition, jazz, and popular music.</p> <p>Summer 2020</p>

MUSA 228	Inactive	Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.	
	Effective Term:		Summer 2020
MUSA 250	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Basic concepts and techniques necessary to conduct music. Students will be expected to master patterns, fermatas, dynamics, etc. Observation of other conductors and score study is included. Required of all music majors.	Development of basic techniques necessary for musical leadership. Students are expected to master fundamental patterns, fermatas, dynamics, etc. Includes observation of professional conductors.
	Prerequisites:	MUSA 214	
	Corequisites:	MUSA 215	
	Effective Term:		Summer 2020
MUSA 266	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Differences in style, musical elements, lyrical content, and outstanding artists/writers in the areas of popular, rock, Country Western, and jazz idioms. Evolutionary aspects and social significance are introduced as background references. Guest lectures, class listening sessions, film strips, and music video augment the lecture sessions. Open to all students.	Introduction to musical and cultural roots of popular music. Focus is to engage listening skills at a higher level, identify elements of popular music, evaluate the intent of lyrics, differentiate between styles of popular music, and examine the social impact popular music has on society, and vice versa.
	Effective Term:		Summer 2020
MUSA 326	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Literature and styles of the master composers of music through the Ancient, Medieval, Renaissance, and Baroque periods. Course work is designed for the music major, utilizing a lecture and listening laboratory format and one scholarly research paper of the student's choice.	Literature and styles of the master composers of music through the Medieval, Renaissance, and Baroque periods.
	Prerequisites:	MUSA 114	MUSA 214
	Effective Term:		Summer 2020
MUSA 327	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Literature and styles of the master composers of music through the classic, romantic, and modern ages. Coursework is designed primarily for the music major, utilizing a lecture and listening laboratory format and one scholarly research paper of the student's choice.	Literature and styles of the master composers of music through the classic, romantic, and modern ages.
	Prerequisites:	MUSA 114	MUSA 214
	Effective Term:		Summer 2020

MUSA 328	Inactive	Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.	
	Effective Term:	Summer 2020	
MUSA 428	Inactive	Proposal justification for inactivation: Discussion noted that the course was last offered in 1992.	
	Effective Term:	Summer 2020	
MUSA 350B	Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	More difficult techniques such as advanced meters, advanced score study, interpretive conducting and ensemble rehearsal techniques. Required of all music education majors.	Development of advanced techniques, score study, interpretive conducting, gestural vocabulary, ensemble rehearsal techniques, and rehearsal observations.
	Effective Term:	Summer 2020	