

Undergraduate Curriculum Committee
Meeting Minutes
September 25, 2014
University Center Room 222

Meeting was called to order by Chair Tonya Chapin at 3:30 p.m.

Committee members present: Carolyn Quinn-Hensley (Art), Don Carpenter (Business), Susan Longest (Biological Sciences), Lisa Driskell (Computer Science, Mathematics, and Statistics), Tonya Chapin (Health Sciences), Jeremy Hawkins (Kinesiology), Jennifer Hancock (Languages, Literature, and Mass Communication), Monte Atkinson (Music), Scott Kessler (Physical and Environmental Sciences), Jessica Herrick (for Erika Jackson, Social and Behavioral Sciences), Jennifer Daniels (Teacher Education), Jill Van Brussel (Theatre), Michael Carsten (WCCC).

Ex-Officio members present: Sylvia Rael (Library), Holly Teal (Registrar), and Steve Werman (Academic Affairs).

Guests: Carolyn Ferreira-Lillo, (Chair, WCCC Curriculum Committee), Lauren Cantwell (Library), Tracy Matthews and Adrienne Bethancourt (Health Sciences).

Recording Secretary: Jessie Barnett, Academic Affairs.

I. Announcements

- a. Update on committee terms

Chair Chapin announced that terms for Quinn-Hensley and Atkins will expire in 2016 rather than 2015, to allow for only one third of the committee changing at one time.

II. New Business

- a. Revision to Curriculum Policies and Procedures Manual, Table III-2

Hawkins explained that Table III-2 has been revised to more accurately reflect Kinesiology activity courses included in the Physical Education Recreation entry as follows: minimum base contact hours decreased from 2.0 contact hours per credit hour to 1.5; minimum academic engagement minutes decreased from 1500 to 1125; and minimum student preparation minutes increased from 750 to 1125.

Atkinson noted that the entry for Music: Studio should also be revised for accuracy to match the Art Studio entry, which would involve changing the Music: Studio entry as follows: minimum base contact hours decreased from 2.5 contact hours per credit hour to 2.0; minimum academic engagement minutes decreased from 1875 to 1500; and minimum student preparation minutes increased from 375 to 750.

Motion: to approve table with reflected changes to the entry for Physical Education Recreation Courses (Longest/Daniels); Amendment: to include changing the three right-

hand columns of the Music: Studio entry to match the Art Studio entry (Carpenter/Hawkins); motion carried.

III. Curriculum Proposals

a. WCCC: Business, Applied Science and Information Services— Administrative Office Technology

- i. Intra-departmental change memo:
 - 1. Modify a program: AAS, Administrative Office Technology.

Ferreira-Lillo presented the change memo to modify the AAS, Administrative Office Technology program sheet so that the course title for MGDA 111 reflects the new title approved last year.

Motion: to approve modified program sheet (Carpenter/Carsten); motion carried.

b. Kinesiology

Hawkins presented the Kinesiology proposals.

- i. Course Additions:
 - 1. KINA 115A Disc Golf and Ultimate
 - 2. KINA 121A Pickleball
 - 3. KINA 166A Touch Rugby

Motion: to approve the three Kinesiology course additions (Carpenter/Quinn Hensley); motion carried.

- ii. Course Modification:
 - 1. KINA 103 Diving

Motion: to approve the KINA 103 course modification; Daniels/Longest); motion carried.

c. Social and Behavioral Sciences

Herrick presented the History proposals.

- i. Course Additions:
 - 1. HIST 409 Material Culture Studies
- ii. Program Modifications:
 - 1. BA, History
 - 2. BA, History, Secondary Education Concentration

Motion: to approve the addition of HIST 409 and the accompanying program modifications (Atkinson/Driskell); motion carried.

Herrick presented the Psychology proposals.

iii. Course Modification:

1. PSYC 435

iv. Program Modifications:

1. BA, Psychology
2. BA, Psychology, Counseling Psychology Concentration

Motion: approve the modification to PSYC 435 and the accompanying program modifications (Carsten/Longest); motion carried.

d. Health Sciences

Matthews presented the Medical Laboratory Technician proposals.

- i. Intra-departmental change memo: modify a course co-requisite within the same department – remove MLTP 232L as a co-requisite from courses MLTP 242, 242L, 132, 132L, 141, 141L, 232, and 275.

Motion: to approve removing MLTP 232L as a co-requisite from the above listed courses (Kessler/Hawkins); motion carried.

ii. Course Modification:

1. MLTP 232 Clinical Microbiology II

Motion: to approve the modification to MLTP 232 (Longest/Daniels); motion carried.

iii. Course Deletion:

1. MLTP 232L Clinical Microbiology II Lab

Motion: to approve the deletion of MLTP 232L (Carsten/Driskell); motion carried.

iv. Program Modification:

1. AAS, Medical Laboratory Technician

The statement at the bottom of page 2 of the program sheet will be changed to read “The following applied courses must be completed with a grade of “B” or higher: MLTP 102, MLTP 180, MLTP 182, MLTP 250, and MLTP 252.”

Motion: to approve the program modification with the noted correction to the applied courses statement (Longest/Daniels); motion carried.

Bethancourt presented the RN-BSN proposals.

v. Course Additions:

1. NURS 424 Leadership for the RN
2. NURS 424L Leadership for the RN Lab

3. NURS 426 Nursing Research and Evidence Based Practice

It was noted that the three course addition forms need corrected to indicate that the department will offer these courses during the summer term.

There was discussion about differentiating the RN-BSN courses from the traditional BSN courses when the material is the same. Bethancourt stated that the intention is to gear the RN-BSN courses to a higher-level learner.

Motion: to approve the addition of NURS 424, 424L and 426 with the noted correction to the addition forms (Carsten/Longest); motion carried.

vi. Program Modification:

1. Nursing, RN-BSN

Motion: to approve the RN-BSN program modification (Daniels/VanBrussel); motion carried.

IV. Old Business

V. Other

a. Degree Works Update Continued– Holly Teal, Registrar

Teal provided further information about Degree Works:

- Degree Works has the capability of generating a report of which programs would be impacted by a course change. After pre-requisites are entered into Degree Works, course impacted by a course change proposal will also be included.
- Degree Works allows for more flexibility with data entry for pre-requisites than Banner.
- Once data on which semesters courses are offered has been added, Degree Works will have the capacity to build a four year plan incoming freshman.
- Please alert Teal if Degree Works reports are inaccurate.

Meeting adjourned at 4:40 pm (Hawkins).

Respectfully Submitted,
Jessie Barnett