

Undergraduate Curriculum Committee  
Agenda  
November 13, 2014  
University Center Room 221

**Meeting was called to order by Vice-chair Jeremy Hawkins at 3:31 pm.**

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

**Committee member unable to attend:** Tonya Chapin (Health Sciences)

**Ex-Officio members present:** Jeff Grossman (Library), Paula Nichols (Academic Schedule Coordinator), Holly Teal (Registrar), Regis Tucci (Course Description Evaluator), and Steve Werman (Academic Affairs).

**Guests:** Kurt Haas (Essential Learning Committee); James Ayers, Russ Walker, and Kimberly White (Physical and Environmental Sciences); Ben Keefer and Jon Sluder (WCCC-Business, Applied Science and Information Services); Vail Shoultz-McCole (WCCC-Hospitality, Human Services and Education).

I. Announcements

- a. The proposal deadline is 11/20 for the 12/13 meeting. Please note that the subcommittee review assignments will be distributed as early as possible on Friday, 11/21 with comments due by noon on Tuesday, 11/25 (during Thanksgiving break but campus still open).

Vice-chair Hawkins made the above announcement.

*[Correction: The next meeting is on 12/11, not on 12/13.]*

II. New Business

- a. Revision to Important Dates and Deadlines for 2014-15 (attached to agenda)
  - i. Deadline to submit proposals to switch Applied Studies to Essential Learning Category was extended from 11/6/14 to 12/18/14.
  - ii. Essential Learning Committee minutes due by Noon on same deadline as curriculum proposals to the UCC\_Chair to be considered at the next meeting.

**Motion: to approve the revised Important Dates and Deadlines for 2014-15 (Carpenter/Hancock); motion carried.**

- b. New curriculum change form: Delete/Deactivate/Reactivate (attached to agenda)

The options for program deletion, deactivation, and reactivation were added to the revised intra-departmental change memo in error. The new form is to be used for those options for the remainder of this year. At the April meeting, the change memo will be revised for next year to remove the options of program deletion, deactivation, and reactivation.

**Motion: to adopt the new Program Delete/Deactivate/Reactivate form (Carpenter/Van Brussell); motion carried.**

### III. Curriculum Proposals

#### a. Physical and Environmental Sciences

##### i. New Program

##### 1. BS Chemistry, Biochemistry Concentration

James Ayers, Russ Walker and Kimberly White were in attendance to present the proposed new concentration.

Longest noted an error in the Restricted Electives on the program sheet: BIOL 341/314L needs corrected to read BIOL 341/341L.

Per Longest, the following Biology courses listed under Restricted Electives have prerequisites that aren't included in the Biochemistry concentration:

BIOL 341/341L General Physiology and Lab

Prerequisites: BIOL 106 or 209. The faculty is willing to consider changing that to BIOL 105 or 209.

BIOL 403 Evolution

Prerequisites: BIOL 106, 107, 208, 301 and senior standing. Due to the many prerequisites this course may not work for most biochemistry majors.

As Biology faculty recommended this course as a restricted elective, the proposing department would like to leave it as is.

BIOL 442 Pharmacology

Prerequisites: BIOL 209/L, one year of chemistry, and junior or senior standing. Faculty is willing to consider removing BIOL 209/209L.

Ayers stated that since the above courses are restricted electives and not required courses, he doesn't anticipate issues. Students could take the prerequisites as electives or ask for instructor permission.

Policy requires concentrations within a major to have the same core. The BS, Chemistry program sheet does have the same courses as the Biochemistry concentration but they are not grouped the same way. The B.S., Chemistry program sheet could be reformatted so that the core matches the Biochemistry concentration without constituting a program modification.

**Motion: to approve the BS Chemistry, Biochemistry Concentration program addition corrected as noted and with the condition that the BS, Chemistry program sheet be reformatted and verified by the Chair (Carpenter/Daniels); motion passed.**

#### b. Biology

- i. Intradepartmental change: modify a course prerequisite within the same department:
  - 1. BIOL 409 Gross and Developmental Human Anatomy
  - 2. BIOL 409L Gross and Developmental Human Anatomy Lab

Longest presented the intra/deparmental changes for BIOL 409/409L,

**Motion: to approve the modified course pre-requisites for BIOL 409/409L (Kessler/Hancock); motion carried.**

- ii. Intradepartmental change: modify a course catalog description:
  - 1. BIOL 409 Gross and Developmental Human Anatomy
  - 2. BIOL 409L Gross and Developmental Human Anatomy Lab

**Motion: to approve the modified catalog descriptions for BIOL 409/409L (Hancock/Ferreira-Lillo); motion carried.**

- c. WCCC: Business, Applied Science and Information Services
  - i. Program Modification
    - 1. AS, Agriculture Science

Ben Keefer presented the program modification to add two restricted electives to the AS, Agriculture Science program as required by a new articulation agreement for students to transfer into one of three bachelor degree pathways at CSU. BIOL 203 and PHYS 100 have been added as restricted electives to the Soil & Crop Science track. It was clarified that the proposing department has not discussed the changes with Biology or Physics faculty, but that only a small number of students will choose the Soil & Crop Science track.

*[Note: The agenda bundle distributed prior to the meeting excluded the program sheet in error. The program sheet was brought up on the projector for the committee to review during the meeting.]*

**Motion: to approve the AS, Agriculture Science program modification (Hancock/Ferreira-Lillo); motion carried.**

- d. WCCC: Hospitality, Human Services, and Education
  - i. Intradepartmental change: modify a course pre-requisite within the same department:
    - 1. EDEC 114 Introduction to Infant/Toddler Lab Techniques
    - 2. EDEC 290 Early Literacy for the Child
    - 3. EDEC 240 Curriculum and Development: Early Childhood
    - 4. EDEC 250: Exceptionalities in Early Childhood Education
    - 5. EDEC 299: Student Teaching in Early Childhood

Vail Shoultz-McCole presented the EDEC changes being made to align the program with State standards. The new prerequisite wording for EDEC 299 needs corrected to read: "... and permission of instructor."

**Motion: to approve the modified course pre-requisites for EDEC 114, 290, 240, 250 and 299; (Atkinson/Driskell); motion carried.**

- ii. Intradepartmental change: modify a course catalog description:
  - 1. EDEC 101 Introduction to Early Childhood
  - 2. EDEC 102 Introduction to Early Childhood Professional Lab Experiences
  - 3. EDEC 103 Guidance Strategies
  - 4. EDEC 113 Infant and Toddler Theory and Practice
  - 5. EDEC 114 Introduction to Infant/Toddler Lab Techniques
  - 6. EDEC 205 Nutrition, Health, Safety
  - 7. EDEC 230 Curriculum and Development Infant/Toddler
  - 8. EDEC 230 Curriculum and Development Infant/Toddler
  - 9. EDEC 230 Curriculum and Development Infant/Toddler
  - 10. EDEC 238 Early Childhood Development 0-8 Years
  - 11. EDEC 240 Curriculum and Development: Early Childhood
  - 12. EDEC 241 Early Childhood Administration: Human Relations
  - 13. EDEC 250 Exceptionalities in Early Childhood
  - 14. EDEC 264 Administration in Early Education
  - 15. EDEC 290 Early Literacy for the Young Child
  - 16. EDEC 299 Student Teaching in Early Education

It was noted that the agenda and change memo list EDEC 230 three times instead of once. The change memo will be corrected.

**Motion: approve the modified course catalog descriptions for EDEC 101, 102, 103, 113, 114, 205, 230, 238, 240, 241, 250, 264, 290 and 299 (Longest/Jackson).**

Werman noted that the course titles for EDEC 240, 290, and 299 are listed slightly differently in this agenda item than in the previous agenda item. The official titles of the courses will be verified.

**Modified Motion: to approve the modified course catalog descriptions with verification of the correct course titles (Longest/Ferreira-Lillo); motion carried.**

IV. Old Business

- a. SBS proposal tabled from 10/23/14:
  - i. Add course to Essential Learning Category
    - 1. ARKE 205 Principles of Archaeology

Haas stated that the Essential Learning Committee has reviewed the course for the category and asked for further clarification on the EL learning outcomes. Per Vice-Chair Hawkins, the Essential Learning minutes will be on the agenda for approval at the December UCC meeting.

- b. Corrections needed from 10/23/14 to course addition form for ESSL 290  
Maverick Milestone:
  - i. Prerequisites:
    - 1. correct misspelling of “hours”
    - 2. add “Permission required before enrolling in the course more than once”
    - 3. add “Must be taken before the student completes 75 credit hours”.
  - ii. Catalog description:
    - 1. delete last sentence: “Students must take the course before 75 hours are completed.”

Vice-Chair Hawkins stated the needed corrections for final approval of ESSL 290 have been received.

V. Other

**Meeting adjourned at 4:00 p.m. (Longest)**

Respectfully submitted,  
Jessie Barnett