

## MINUTES

University Wide Undergraduate Curriculum Committee

Tuesday, October 22, 2013

16A Leonard Hall

### I. Call to Order

In attendance: Caulfield, Clewell, Deckert, Fair, Greenawalt, Knight, Kim, Kuula, Lewis, McCracken, Minnick, Mocek, Muchtar, Pistole, Sechrist

Excused: Killam, McDevitt, McKee, Moerland Absent: Smith

### II. Approval of Minutes from October 15, 2013 Curriculum Committee Meeting

On a Knight/Kim motion the minutes were approved as presented.

### III. Co-Chairs Report

--The Co-chair has heard from Gary Dean chair of the Adult and Community Education Department, which is the department that is going to receive the BSED/Business Education program. He thought that he should prepare a proposal to receive the program. UWUCC agreed with the co-chair that what would be more appropriate is a letter of support that would accompany the proposal coming from the College of Business to relocate the program and its courses to Adult and Community Education. The Co-chair of the Graduate Committee feels that the courses with BTED should be moving to the College of Education (or should be changed to be BTED). A meeting is being held tomorrow in the Union Office to discuss the move further.

### IV. Liberal Studies Committee Report

October 17, 2013 Minutes - **See X Drive for Minutes.**

### V. Items for Review/Possible Action:

- a. 13-77 HPED 351 Managing Budgets and Technology in Sport, distance education
  - Objectives state how they will be taught or what is submitted, but fall short with assessment method for every objective B, D, and G specifically. Suggest author mentions exam number or discussions that will test that objective. References to actions under the objectives should be student centered vs. what the instructor will be doing.
  - How will the discussions be graded and how will they be used to assess objectives.
  - On a Lewis/Knight motion the distance education proposal was provisionally approved.
- b. 13-44 HIST 206 History of East Asia, course revision
  - On a Knight/Lewis motion the proposal was approved.
- c. 13-45 BIOL 119 Emerging Diseases, course revision, catalog description change
  - Begin the first sentence of the catalog description with Introduces infectious diseases ... to match the catalog style for descriptions.
  - On a Lewis/Minnick motion the proposal was approved.
- d. 13-70 CRIM 344 Terrorism, course revision, catalog description change
  - Add statement to end of course description stating that "(Also offered as PLSC 344 and may not be taken for duplicate credit.)"
  - Add mention of how participation may be graded.

- On a Greenawalt/Clewell motion the proposal was provisionally approved. (Lewis abstained)
- e. 13-79a Music Minor, program revision
- Put in sentence on page 76 of UG Catalog in the Existing Minor column rather than the courses that are listed since they do not appear in the catalog.
  - On top of side by side new side: instead of the second sentence being in the opening paragraph, put it below as footnote (1).
  - In side by side: do not need cr in bold credit hours
  - Minors list the total credits at the top but not at the bottom.
  - In the Summary of changes and the implementation section remove the language about going to 18 credits since that change has already been made in the catalog.
  - Lay out the Minor so it better matches the format used in the Undergraduate Catalog for minors.
  - Certification of how remedial students can make up audition if they fail. What if they fail and cannot pay for summer?
  - On a Lewis/Deckert motion the proposal was provisionally approved.
- f. 13-86a Homeland Security, new minor
- Need 3cr on required courses.
  - Add page numbers.
  - Catalog editor will want a footnote rather than an \*.
  - 18 doesn't have the word credits and should be indented to match catalog layout.
  - On a Greenawalt/Knight motion the proposal was provisionally approved.
- g. 13-86b PLSC 344 Terrorism, new course (cross-listed with CRIM 344 Terrorism)
- Add statement to end of course description stating that "(Also offered as CRIM 344; may not be taken for duplicate credit.)"
  - Add mention of how participation may be graded.
  - On a Greenawalt/Clewell motion the proposal was provisionally approved.
- h. 13-88 FIN 410 Financial Institutions and Markets, course revision
- Page 5: specific dates should not be contained in a syllabus of record. Same for midterm. Remove all specific dates in proposal as well as mention of instructor office hours. Also remove the specific section number and capitalize FIN.
  - Use LMS and not D2L or Moodle.
  - Generic attendance policy needed as well as 5-10 sources for a bibliography.
  - Roman numerals in the syllabus do not match the layout in the syllabus of record format.
  - The committee had a concern about the rigor of the course evaluation methods for a 400 level course. Share concerns with graduate committee co-chairs.
  - On a Deckert/Lewis motion the proposal was provisionally approved.

The meeting was adjourned at 5:07PM.

Respectfully submitted,

Justin Fair