

MINUTES

University Wide Undergraduate Curriculum Committee

Tuesday, April 2, 2013

16A Leonard Hall

I. Call to Order

In attendance: Deckert, Fair, Greenawalt, Kassoy, Killam, Knight, Lewis, McDevitt, McKee, Migyanka, Metz, Pistole, Sechrist, Tickell

Excused: Moerland, Van Dyke

Absent: Aiello, Haesemeyer

II. Approval of Minutes from 3/12/13 Curriculum Committee Meeting

On a Greenawalt/Knight motion the minutes were approved.

III. Co-Chairs Report:

We need to be more careful that program proposals are in the correct form before sending to Senate.

We need to make certain Liberal Studies courses are identified as such.

IV. Liberal Studies Committee Report

3/14/13 Minutes- **See X Drive for Minutes**

3/28/13 Minutes – Will be distributed at the meeting

V. Items for Review/Possible Action:

- a. 12-23c INDS 218 Computer Technology for Interior Design, catalog description and course title change
 - On a Killam/Lewis motion the changes were approved.
- b. 12-79 MATH 152 Elements of Math II, course revision
 - Change the catalog description to begin “Topics include organizing and analyzing data...”
 - On a Lewis/Fair motion the revision was approved. Metz abstained.
- c. 12-82b GEOG/RGPL 103 Global Cities: Issues in Planning and Development, course revision
 - On a Fair/Lewis motion the revision was approved. Sechrist abstained.
- d. 12-82c GEOG 104 World Geography: Global Context, course revision
 - On a Fair/Knight motion the revision was approved. Sechrist abstained.
- e. 12-80 ANTH 211 Cultural Anthropology, distance education
 - On pages 12, 13 and 16, change reference to week 16 to week 15
 - Still missing a module
 - Need to check course revision to see if it needs to be approved first
 - On a Greenawalt/Deckert motion the proposal was provisionally approved.
- f. 12-91 HPED 143 Contemporary Women’s Wellness, new course
 - Is it possible for a male to develop a plan based on what is learned in the course? (Objective 3)
 - Grading scale – change to C: 70-79%
 - Could this also be in Women’s Studies?
 - On a Deckert/Killam motion the course was provisionally approved pending the answer to the above questions. McKee abstained.
- g. 12-92a RLST 220 Buddhism, course revision, course title change, catalog description change
 - New syllabus catalog description - change sh to cr; 0 lab hours should go between 3 class hours and 3 credits
 - Need 2 hours for final exam
 - On a Fair/McKee motion the changes were approved
- h. 12-92b RLST 370 Religions of China and Japan, course revision, catalog description change
 - See first comment in above proposal
 - Add a space between RLST and 370 and between 30% (13 quizzes, ..
 - Culminating activity should be above the Evaluation Methods and needs 2 hrs.

- Unit II.4 change protest to Protestant
 - On a Fair/Killam motion the course was provisionally approved.
- i. 12-101a SAFE 211 Principles of Safety II - Construction Safety, catalog description change
 - On a Fair/Deckert motion the change was approved.
 - j. 12-101b SAFE 212 Hazardous Prevention Management I, catalog description change
 - On a Fair/Deckert motion the change was approved.
 - k. 12-101c SAFE 220 Hazardous Materials and Emergency Management, catalog description change
 - On a Fair/Deckert motion the change was approved.
 - l. 12-101d SAFE 215 Safety, Health and Environmental Communications, catalog description change
 - On a Migyanka/McDevitt motion the change was approved.
 - m. 12-101e SAFE 330 Recognition, Evaluation and Control of Occupational Health Hazards I, catalog description change
 - On a Migyanka/McDevitt motion the change was approved.
 - n. 12-101f SAFE 347 Ergonomics, catalog description change
 - On a Migyanka/McDevitt motion the change was approved.
 - o. 12-101g SAFE 430 Recognition, Evaluation and Control of Occupational Health Hazards II, catalog description change
 - On a Migyanka/McDevitt motion the change was approved.
 - p. 12-106a MGMT 461/561 Business Leadership Theory, new course
 - Catalog description should begin “Introduces...”
 - Should “instructor permission” be a prerequisite?
 - Under course outcomes, eliminate “among undergraduate and graduate students.”
 - Course outcome b, eliminate “the”? or change to Apply... or rewrite in some manner
 - Under catalog description add “3 lecture hours, 0 lab hours, 3 credits”; change crs to cr
 - Under Evaluation Methods, change Participation to “Students are expected to...”
 - Graduate grading scale F: <70%
 - On a Greenawalt/Killam motion the proposal was provisionally approved.
 - q. 12-106b MGMT 462/562 Applied Business Leadership Skills, new course
 - Catalog description should begin “Focuses on...”
 - Under course outcomes, eliminate “among undergraduate and graduate students.”
 - Course outcome b, change “focus” to another verb such as Analyze
 - Course outcome d, after the word “leader” there should be some additional words
 - Unit 2, are there 2 habits missing?
 - Under catalog description add “3 lecture hours, 0 lab hours, 3 credits”; change crs to cr
 - On a Fair/Knight motion the proposal was provisionally approved.
 - r. 12-107 MKTG 431 Business-to-Business Marketing, catalog description change
 - Cover page is incorrect – should have checked Catalog Description Change
 - On a Deckert/Killam motion the change was approved.
 - s. 12-108 BLAW 439/539 Energy Law, new course
 - Catalog description should not be just a list of topics – synthesize
 - There should only be 15 weeks – redo the outline
 - Grading scale: either A: > 85% or B: 77%-84%
 - Books under bibliography do not have a year; Clean up Energy Law in a Nutshell
 - Website on A5, list the universities and courses rather than the link
 - Outcome 1 – extra space between ‘of’ and ‘the’
 - After grading scale, Assignment Description – In one assignment, In another assignment students will...
 - Same comment for graduate description
 - Special requirements – strike the first line
 - Number all pages
 - On Migyanka/Greenawalt motion the proposal was returned
 - t. 12-109 FIN 425/525 Financial Derivative, course revision

- Cover page – list the course title
 - Capitalize FIN under prerequisite
 - Grading Scale should be D: 60-69%
 - Change objective 7 to Gain practical experience with...
 - Add comma after 3 lecture hours
 - Special requirements – strike the first line
 - Number the pages
 - On a Killam/Lewis motion the course was provisionally approved.
- u. 12-110 ACCT 475/575 Accounting for the Oil and Gas Industry, new course
- Prerequisites – names should not be listed just one ACCT and course #s
 - Policies is misplaced
 - Proposal does not include Roman numerals for syllabus of record sections
 - Evaluation procedures for ACCT 575 – Change F = below 70
 - Separate assignments and class participation
 - Change objective 7 to Complete a research paper...
 - Change objective 1 to Develop a critical understanding...
 - Change objective 2 to Review and analyze...
 - Second supplemental reading does not have a year
 - On a Knight/Lewis motion the course was provisionally approved. Tickell abstained.

The meeting was adjourned at 5:30 PM.

Respectfully submitted,
Mary Lou Metz