

**Minutes**  
University Wide Undergraduate Curriculum Committee  
Tuesday, September 03, 2013  
**16A Leonard Hall**

I. Call to Order

In attendance: Clewell, Deckert, Fair, Greenawalt, Killam, Knight, Lewis, McCracken, McDevitt, McKee, Minnick, Muchtar, Pistole, Sechrist

Excused: Moerland, Mocek

- Co-Chairs Report: When sending out the Economic Honors Program email it was noticed that the department also needed to submit a change to the paragraphs about the Honors program as well so they submitted that on the revised proposal.
- Approval of Minutes from 8/27/13 Curriculum Committee Meeting  
On a Knight/Lewis motion the minutes were approved as corrected.
- Liberal Studies Committee Report  
8/29/13 Minutes- **See X Drive for Minutes**. Meetings with Provost on writing across curriculum are continuing. Focus is likely to be on writing providing assistants in the writing center that can focusing more on college level needs.
- Items for Review/Possible Action:
  - a. 13-56 HPED 256 Applied Human Structure and Conditioning, distance education
    - On a Lewis/Killam motion the distance education proposal was approved.
  - b. 13-61 HPED 209 Motor Behavior, distance education
    - Complete how each learning objective will be met (Missing number 8 off of syllabus of record. Learning Objective 9 is listed as 8.)
    - Pages need to be numbered.
    - Is the course syllabus the distance syllabus?
    - Right after Module #14 in the note– take out the words “and requirements”
    - On a Deckert/Lewis motion the distance education proposal was provisionally approved.
  - c. 13-41 DVST 089 Developmental Mathematics: Arithmetic Operations and Basic Algebra, new course
    - Need to show data where DVST 091 is not enough to prepare students and that a 2 credit course is needed. What content are you adding to make the credit change from 1 to 2?
    - Why not add DVST 093 along with this to make a 3 credit course? Why do other universities do a 3 credit course?
    - Need a letter of support from the Math Department (stating how students perform after 091 and 092).
    - On a Greenawalt/Deckert motion the distance education proposal was postponed. One abstention.
  - d. 13-43 BTST 475 Web Design Theory and Application, course number and title change (was BTST 401 Web Design), course revision
    - Under evaluations methods there are two B’s (page 10).

- Page 6, #4 missing.
  - VII is missing on page 11, VIII should be special requirements.
  - Need page numbers.
  - There should be a note stating the computing requirements.
  - Update bibliography.
  - Do you want to delete 401?
  - Address and justify how the 600 level course material is becoming a 400 level course with the same content, description and objectives. Better explain dual listing.
  - Resubmit as a new course since none of the learning objectives are the same as 401.
  - On a Lewis/Knight motion the proposal was returned.
- e. 13-49 DISB 440 Professional and Ethical Behaviors, new course
- Feedback to Jan Baker since Nancy Yost has retired.
  - Address outcomes. Suggest higher level and diverse verbs for outcomes.
  - Reword the last part of the course description. “The range of services in which they can be employed.” Also, remove the first sentence of description or is this a pre-requirement? .... Start with emphasize. 0-3 and over 21 “age group” added.
  - 00 rather than 0l in credits listed in description.
  - Need to update attendance policy to fit with current Univ. policy.
  - Page numbers.
  - Clarify the required text and its location. Is there a link?
  - On a Knight/Lewis motion the proposal was provisionally approved.
- f. 13-42 Bachelor of Science Clinical Laboratory Science, program revision
- “Chem” should be capped on page 2.
  - Need page numbers.
  - Page 12 needs to be edited to remove student names in email from George Long.
  - On a Deckert/Minnick motion the proposal was approved. (Greenawalt abstained.)
- g. 13-54 Foreign Language College Language Requirements, program catalog description change
- Ask if they want to add a sentence about the policy for foreign language secondary majors.
  - On a Greenawalt/Knight motion the proposal was approved. (Deckert abstained)

The meeting was adjourned at 5:10 PM.

Respectfully submitted,  
Justin Fair