

## MINUTES

University Wide Undergraduate Curriculum Committee

Tuesday, January 29, 2019

### 103 Humanities and Social Sciences Building

#### I. Call to Order

In attendance – Barefoot, Engelstad, Fair, Fefolt, Irani, Killam, Kissel, L. Miller, A. Racchini, J. Racchini, Reilly, Scott, and Sechrist    Excused – Ali, Black, Greenawalt, Mocek  
Absent – Givner, M. Miller

#### II. Approval of January, 22, 2019 Minutes

Motion to approve Minutes as submitted: A. Racchini, Barefoot seconded.

#### III. Co-Chairs Report

Sechrist reported that the chair of MIS did not think that it was appropriate for him to request a letter of support from COSC in regards to their new course.

Request from CHHS for a new prefix to for special topics 281 course for University College. Sechrist suggested establishing a new prefix by making a simple proposal for a special topics course. The other colleges already have a college prefix, or in the case of Business, they are using an existing course.

Sechrist/Fair motion to approve

#### IV. Liberal Studies Committee Report

Written report submitted.

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

- a. 18-61 Minor in Audiology, credit hour change, program catalog description change
  - i. No liberal studies so remove that from records
  - ii. Courses need to be in alphabetical order by prefixes
  - iii. Course titles need to be complete and correct
  - iv. No dashes between the course numbers and titlesOn Killam/A. Racchini motion for provisional approval.
- b. 18-64 COMM 101 Introduction to Communications, Media, and Culture, catalog description change, course title change (was Communications Media in American Society), course revision, liberal studies (information literacy)
  - i. LS recommendation reword No. 4 Analyze media .....
  - ii. Add critical thinking assignment to section L
  - iii. Changed to proposal title to the new title in the meeting.
  - iv. Where does No. 2 (Describe different technologies ...) learning objective fit in liberal studies categories—it is missing on the table.
  - v. No. 4 (Analyze media consumption?)
  - vi. Consider reducing the number of learning outcomes to fourOn Englestad/Fair motion for provisional approval.
- c. 18-67a HIST 230 Queer Global History, new course, distance education, liberal studies elective (global and multicultural awareness, information literacy, technology literacy)
  - i. LS recommendation: Check catalog description

- ii. Change course number in section B
  - iii. Inconsistency between what is written in regular assignments and in the distance education section
  - iv. Too many SLOs selected for LS. Number should be closer to actual number of course SLOs.
  - v. More information needed on how it will address women and racial minorities  
On Irani/Fair motion for provisional approval.
  
- d. 18-67b HIST 231 History of Jerusalem, new course, distance education, liberal studies elective (information literacy, technology literacy)
  - i. Too many SLOs selected for LS. Number should be closer to actual number of course SLOs.
  - ii. More information needed on how it will address women and racial minorities  
On Irani/Fair motion for provisional approval.
  
- e. 18-69 Associate of Applied Sciences – Baking and Pastry Arts, new program
  - i. Work on program outcomes and assessments; need more than one; two to three outcomes suggested.
  - ii. Delete the statement in section C and replace with a statement about how the students will now be taking Liberal Studies courses.
  - iii. List required baking/pastry courses for the degree—check with Lynnan about this.
  - iv. BTED 101 in the liberal studies section no longer exists.
  - v. Correct RS to RLST in the Humanities line.
  - vi. In the Mathematics line remove 3 credits\*
  - vii. The correct total number of credits is 60-61 because of the 21-22 credits in natural science. Can they have 61 credits? PASSHE policies are ok with 61.
  - viii. Write out “and” instead of & in the degree title.
  - ix. Instead of \* for footnotes use (1), (2), (3) (see page 101 in the current catalog).  
On Irani/Fair motion for provisional approval.
  
- f. 18-72 Bachelor of Science-Chemistry/Pre-Pharmacy Track, liberal studies revision  
On Killam/Irani motion for approval. Fair abstains.
  
- g. 18-73 BLAW 375 Contracts and Agency in Sport, new course
  - i. Overlap with sports/athletics course KHSS 460 Law and Issues in Sports.  
Request that Webb work with KHSS to try and reduce overlap.
  - ii. Shorten and revise SLO’s and assessments.
  - iii. Request letter of support from KHSS  
On Fair/Killam motion to return. J. Racchini abstains.
  
- h. 18-74a COMM 403 Multimedia News Writing, catalog description change, course title change (was Broadcast News Writing), course revision
  - i. Remove duplicate catalog description. Begin the first sentence “Introduces various styles of scripts .....” Last sentence: “Focuses on writing skills for different platforms.”
  - ii. Repeatable course? If not, remove the numbers
  - iii. Learning objective 4 should change; maybe combine 1 and 2.
  - iv. Provide more detail for assessment.  
On Fair/Killam motion for provisional approval.
  
- i. 18-74c COMM 451 Multimedia News Production, catalog description change, course title change (was Broadcast News Process), course revision
  - i. Change catalog description: Needs to reflect what course does, not what students will do.

- ii. Learning objective No. 4. Use “perform” instead of practice. No. 3 remove “strengths and weaknesses.” Learning objective No. 1 may not apply to 400-level course.
- iii. Provide more detail for assessment.  
On Killam/Scott motion to return.

j. 18-74d COMM 150 Media Aesthetics, catalog description change, course title change (was Aesthetics and Theory of Communications Media), course revision

- i. Last sentence “Emphasizes the use of media ...” in catalog description changed in the meeting.

On Fair/Killam motion for approval.

k. 18-74e COMM 445 Cinematic Directors, catalog description change, course title change (was Applications and Techniques of Motion Pictures), course revision

- i. Change catalog description: Second sentence: Reword second and third sentences; start with verbs to focus on what class does rather than what students do.
- ii. Class hours and lab hours?

On Fair/Killam motion for provisional approval.

Comments on Academic Program Learning Outcomes Rubric for Curriculum Review:

Sechrist: Suggest adding use of repeated verbs otherwise committee was satisfied with the rubric, but wondered what standard will be acceptable. Killam: Question about fourth category: Are assessments formative or summative?

Motion to adjourn at 5:03 p.m.: Barefoot/Fair.

Respectfully submitted by Laurie S. Miller, secretary.