

**Undergraduate Curriculum Council
Meeting Notes
October 23, 2024**

Members Present Rhonda Brodrick, Chelsie Dubay, Bradley Edwards, Cynthia Edwards, William Flora, Julie Fox-Horton, Daniel Hedden, Stacie Hill, Christiana Keinath, Evelyn Roach, Mike Stoots, Teresa Brooks Taylor, Melessia Webb

Members absent Allen Coates, T. Jason Davis, Myra Jones, Lev Yampolsky

Guests Present Jillian Alexander, Tod Emma, Michelle Freeman, Thomsas Jones, Kevin Kilgore, Dhirendra Kumar, Jaime Price, Jeffrey Snodgrass, Taylor Stevenson, William Trainor, Jr., Alli Williams

The UCC meeting was called to order at 2 p.m. by Chelsie Dubay. The meeting was conducted virtually using Zoom. Roll was taken by Rhonda Brodrick.

Old Business

Mike Stoots moved to approve the September 25, 2024 minutes. Brad Edwards seconded. The motion passed.

New Business

- New Course – CBAT 1500 Designing Your Life

Jillian Alexander provided an overview of the proposed experiential learning course which applies design thinking to decision-making, prototyping, and networking skills. Students will be encouraged to explore strategies for success and plan career paths.

Prior to the meeting, Primary Reviewer Julie Fox-Horton contacted Jillian Alexander to question course overlap with CDST 3100 Interdisciplinary Design Thinking.

Edits completed during the meeting:

- Academic & Credit Number Justification – Edit final sentence in first paragraph to read relevant to “students in the College of Business and Technology.”
- Course Similar to Other Courses – Add CDST 3100 Design Thinking

Questions were raised for discussion including potential course topic overlap with CDST 3100, the impact on financial aid, and leveling of the course (similar content; CDST is 3000 level and CBAT proposed as a 1000 level).

Mike Stoots motioned to table the proposal to allow time for the departments to review the course syllabi and clarify the intent of the CBAT course. The CBAT proposal may need to be revised to more clearly indicate the differences between courses. The proposal will be added to the agenda for the next meeting (November 6). Teresa Brooks Taylor seconded. The motion passed.

- Establish Minor – Healthcare Foundations

Jeffrey Snodgrass and Ali Williams provided an overview of the proposed 22 credit minor which provides foundational knowledge for students pursuing healthcare related careers and gives

students the opportunity to take classes across 3 colleges. Students are required to declare a major by the time they reach 60 credits. With dual enrollment, students can accumulate 60 credits but be ineligible to declare their intended major because they are lacking courses required for the major. This minor helps students keep moving toward their intended major; it also benefits students who elect to change to a different health related major.

Primary Reviewers Mike Stoots and Daniel Hedden found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Mike Stoots and Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Allied Health Sciences, the College of Health Sciences, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Brad Edwards motioned to approve the proposal as written. Mike Stoots seconded. The motion was approved with one abstention.

- Establish New Concentration in an Existing Program – Biology Education – BS, Biology

Thomas Jones and Dharendra Kumar provided an overview of the proposed new concentration which realigns a secondary education concentration that used to have a minor. This concentration is the new pathway allowing students to seek secondary education licensure and qualify to teach biology at the high school level.

Prior to the meeting, Primary Reviewers Melessia Webb and Brad Edwards found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Melessia Webb and Brad Edwards

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Biological Sciences, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Julie Fox-Horton motioned to approve the proposal pending the approval of CUA1 4418 and CUA1 4428 (to be reviewed later in this meeting). Christiana Keinath seconded. The motion was approved.

- Establish New Concentration in an Existing Program – Biology and Chemistry Education – BS, Biology

Thomas Jones and Dharendra Kumar provided an overview of the proposed new concentration. Like the preceding proposal, this concentration will allow students to seek secondary education licensure and qualify to teach biology and chemistry at the high school level.

Prior to the meeting, Primary Reviewers Melessia Webb and Brad Edwards found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Melessia Webb and Brad Edwards

- ✓ Proposal consistent with university goals

- ✓ Proposal adds value to the Department of Biological Sciences, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Brad Edwards motioned to approve the proposal pending the approval of CUI 4418 and CUI 4428 (to be reviewed later in this meeting). Mike Stoots seconded. The motion was approved.

- New Course – FNCE 4007 Finance in Art and Media

William Trainor and Kevin Kilgore provided an overview of the proposed course which is designed to address business community feedback that CBAT students are weak in expressing creativity in oral and written forms. This course challenges students to critically think on their feet as they analyze financial issues as portrayed in the media.

Prior to the meeting, Primary Reviewers Teresa Brooks Taylor and Julie Fox-Horton found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Teresa Brooks Taylor and Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to department of Economics and Finance, the College of Business & Technology, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course.
- ✓ Course appropriate at 4000 level.
- ✓ Credit hours appropriate at 3.

Julie Fox-Horton motioned to approve the proposal as written. Melessia Webb seconded. The motion was approved.

- Revise Curriculum: Substantive – Bachelor of Business Administration

Michelle Freeman provided an overview of the proposed curriculum revision which is the result of an extensive review of the BBA core curriculum. The following changes were made to the Major Specific Compass Core Requirements: MATH 1530 Probability and Statistics – Noncalculus was removed and replaced with ECON 2070 Quantitative Methods for Business I, MKTG 3300 Business Communications was added in the Global Citizen category. The following change was made to the BBA Core: ECON 2070 Quantitative Methods for Business I was moved to a Major Specific Compass Core requirement.

Prior to the meeting, Primary Reviewers Mike Stoots and Daniel Hedden found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Mike Stoots and Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Accountancy, the College of Business & Technology, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Daniel Hedden motioned to approve the proposal as written. Mike Stoots seconded. The motion was approved.

- Revise Program Policy – Digital Media - Progression

Tod Emma provided an overview of the proposed policy revision which implements a maximum attempts policy for all Digital Media majors. Students will be allowed to attempt DIGM core courses (DIGM 1400, 1500, 1800, 1900, and 2990) a maximum of three (3) times.

Prior to the meeting, Primary Reviewers Melessia Webb and Brad Edwards found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewers Melessia Webb and Brad Edwards

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Digital Media, the College of Business & Technology, and university

Brad Edwards motioned to approve the proposal as written. Christiana Keinath seconded. The motion was approved.

- New Course - CUA1 4418 K-12 or Secondary School Curriculum, Instructional Methods, and Assessment

Jaime Price provided an overview of the proposed course which provides teacher candidates with instruction related to classroom management, lesson planning, and assessment. This course is taken concurrently with CUA1 4428 K-12 or Secondary School Curriculum and Methodology Field Experience in the fall semester of the senior year. These courses support the new concentration proposals (biology, biology and chemistry) presented earlier in this meeting.

UCC Members reviewed the proposal during the meeting.

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value to department of Curriculum & Instruction, Clemmer College of Education & Human Development, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course.
- ✓ Course appropriate at 4000 level.
- ✓ Credit hours appropriate at 3.

Julie Fox-Horton motioned to approve the proposal as written. Brad Edwards seconded. The motion was approved.

- New Course - CUA1 4428 K-12 or Secondary School Curriculum and Methodology Field Experience

Jaime Price provided an overview of the proposed course, the field experience taken concurrently with CUA1 4418 K-12 or Secondary School Curriculum, Instructional Methods, and Assessment. Students will complete 135 hours with assigned mentors in a residency experience. Credits are increased from 2 to 3 to reflect the 135-hour residency.

UCC Members reviewed the proposal during the meeting.

Confirmation from UCC Members

- ✓ Course consistent with university goals
- ✓ Course adds value to department of Curriculum & Instruction, Clemmer College of Education & Human Development, and the university.

- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 4000-level course.
- ✓ Course appropriate at 4000 level.
- ✓ Credit hours appropriate at 3.

Christiana Keinath motioned to approve the proposal as written. Mike Stoots seconded. The motion was approved.

The final two proposals were added to the agenda in response to a request from Evelyn Roach. They related to curriculum changes planned for Spring 2025; therefore, they must be approved prior to spring enrollment which begins in November. Like the Biology and Biology and Chemistry proposals already approved in this meeting, these proposals relate to curriculum revisions that will allow graduates to seek secondary education licensure and qualify to teach mathematics and history.

- Establish New Concentration in an Existing Program – Mathematics Major, B.S. (Mathematics Education Concentration) – B. S.

UCC Members reviewed the proposal during the meeting and confirmed the following:

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Mathematics & Statistics, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

- Revise Curriculum: Substantive – B.S./B.A. History

UCC Members reviewed the proposal during the meeting and confirmed the following:

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of History, the College of Arts & Sciences, and university
- ✓ Learning outcomes appropriate.
- ✓ Courses appropriate.

Mike Stoots motioned to approve the mathematics and history proposals as written. Julie Fox-Horton seconded. The motion was approved.

Other Discussion: None

Chelsie Dubay adjourned the meeting at 3:35 pm.

Respectfully submitted,
Rhonda Brodrick
Approved