

**Undergraduate Curriculum Council
Meeting Notes
November 20, 2024**

Members Present Rhonda Brodrick, Allen Coates, T. Jason Davis, Chelsie Dubay, Cynthia Edwards, Julie Fox-Horton, Daniel Hedden, Christiana Keinath, Evelyn Roach, Mike Stoots, Melessia Webb

Members absent Bradley Edwards, William Flora, Stacie Hill, Myra Jones, Teresa Brooks Taylor, Lev Yampolsky

Guests Present Whitney Bignell, Bethany Novotny, Phyllis Thompson

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

Jason Davis moved to approve the November 6, 2024 minutes. Julie Fox-Horton seconded. The motion passed.

New Business

- Revise Course Substantive Modification (Major) – HDAL 2350 Solving the Puzzle of Life

Bethany Novotny provided an overview of the proposed course which is designed to explore topics that support personal, academic, and career well-being with the goal of enhancing self-esteem and life satisfaction. The course focuses on career exploration and career readiness.

Primary Reviewer Julie Fox-Horton found the proposal to be clearly presented with no areas of concern.

Confirmation from Primary Reviewer Julie Fox-Horton

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Counseling and Human Services, the College of Health Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 2000-level course.
- ✓ Course appropriate at 2000 level.
- ✓ Credit hours appropriate at 3.

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

- Revise Course Substantive Modification (Major) – NTFD 3350 Optimizing Childhood Nutrition and Health (new course number NTFD 4350)

Whitney Bignell provided an overview of the proposed course which has been redesigned to provide a foundational understanding of childhood nutrition and its impact on the developing child.

Primary Reviewers Christiana Keinath and Jason Davis found the proposal to be well written with no areas of concern.

Edits completed during the meeting:

- Grading Scale – edit to read F Below 68%

Confirmation from Primary Reviewers Christiana Keinath and Jason Davis

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Rehabilitative Sciences, the College of Health Sciences, 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.

Jason Davis motioned to approve the proposal with the edit to the grading scale. Christiana Keinath seconded. The motion was approved.

- Revise Course: Substantive Modification (Major) – NTFD 4465 Experimental Food Science (new course title Food is Medicine)

Whitney Bignell provided an overview of the proposed revised course which presents food-based nutritional treatments that can be integrated into health care to treat patients with specific disease conditions and social needs.

Primary Reviewer Allan Coates found the proposal to be well written with no areas of concern.

Edits completed during the meeting:

- Grading Scale – edit to read F Below 68%
- Modified Co-requisites – Add NTFD 4466 Food is Medicine (This edit was redacted later in this meeting when the nutrition curriculum revision proposal was reviewed.)

Confirmation from Primary Reviewer Allan Coates

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Rehabilitative Sciences, the College of Health Sciences, 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.

Allan Coates motioned to approve the proposal with the edit to the grading scale. Julie Fox-Horton seconded. The motion was approved.

- New Course – NTFD 4466 Food is Medicine Lab

Whitney Bignell provided an overview of the proposed 1 credit lab course in which students will apply content from NTFD 4465 to create food designed to help manage chronic health conditions.

Primary Reviewer Melessia Webb found the proposal to be well written with no areas of concern.

Edits completed during the meeting:

- Grading Scale – edit to read F Below 68%

Confirmation from Primary Reviewer Melessia Webb

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Rehabilitative Sciences, the College of Health Sciences, 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 1.

Melessia Webb motioned to approve the proposal with the edit to the grading scale. Christiana Keinath seconded. The motion was approved.

- Revise Curriculum (Substantive) – Nutrition

Whitney Bignell provided an overview of the proposed curriculum revision which revises the general education requirements to include NTFD 2420 Principles of Nutrition Science, CHEM 1030 Introduction to Chemistry Survey, and HSCI 2230/2231 Introduction to Microbiology with Lab; establishes a Nutrition Core Curriculum; establishes concentrations in Dietetics, Nutrition and Wellness, and Nutrition for Healthcare; and revises NTFD 3350 Optimizing Childhood Nutrition and Health (new course number NTFD 4350).

Primary Reviewer Julie Fox-Horton found the proposal to be well written with no areas of concern.

Confirmation from Primary Reviewer Julie Fox-Horton

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

Julie Fox-Horton motioned to approve the proposal pending two revisions: 1) Evelyn Roach will remove the co-requisite NTFD 4466 from the NTFD 4465 course revision proposal, and 2) revision of the grading scales on the NTFD 3350, NTFD 4465, and NTFD 4466 proposals to F Below 60. Jason Davis seconded. The motion was approved.

- New Course – ME 3310 Experimental Methods I

This proposed course will replace ME 3023 Measurements in Mechanical systems in the current curriculum. This course is part of the joint degree with Tennessee Technological University (TTU). The course has completed the TTU curriculum process. Approval of the course through ETSU's curriculum process is necessary to align curricula between the two universities.

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

- ✓ Course consistent with university goals
- ✓ Course adds value to Department of Engineering, Engineering Technology, and Surveying, the College of Arts & Sciences, and the university.
- ✓ Course objectives are appropriate.
- ✓ Learning outcomes are evaluated to be of appropriate rigor for a 3000-level course.
- ✓ Course appropriate at 3000 level.
- ✓ Credit hours appropriate at 3.

Jason Davis motioned to approve the proposal as written. Mike Stoots seconded. The motion was approved.

- Revise Curriculum (Non-Substantive) – TTU ETSU BSE

This proposed curriculum revision updates course numbers for ME 3210 Thermodynamics and ME 4010 Machine Design; replaces ME 3023 Measurements in Mechanical Systems with ME 3310 Experimental Methods 1; and adds two technical electives ENTC 3340 Electrical Machinery and ENTC 4989 Internship/Cooperative Educ.

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

Edits completed during the meeting:

- Summary of Revision – correct spelling of course; change ENTC 3320 to ENTC 3340

Confirmation from Primary Reviewers Mike Stoots and Daniel Hedden

- ✓ Proposal consistent with university goals
- ✓ Proposal adds value to the Department of Engineering, Engineering Technology, and Surveying, the College of Arts & Sciences, and the university.
- ✓ Courses appropriate.

Mike Stoots motioned to approve the proposal with the edits to the Summary of Revision. Allen Coates seconded. The motion was approved.

Other Discussion:

Next Meeting: Wednesday, December 11, 2024

The agenda for the December meeting should be light. Evelyn Roach told UCC members agendas will be heavy in the spring with at least 2 programs proposing substantive curriculum revisions.

Jason Davis motioned to adjourn the meeting. Christiana Keinath seconded. Chelsie Dubay adjourned the meeting at 2:50 pm.

Respectfully submitted,
Rhonda Brodrick
Approved 12/11/24