

Undergraduate Curriculum Committee

Meeting Minutes

Wednesday, April 22, 2026

Chair: Chelsie Dubay | Recorder: Chelsie Dubay | Held via Zoom

Attendance

Committee Members Present

- Brad Edwards
- William Flora
- Julie Fox-Horton
- Chelsie Dubay (Chair)
- Cindy Phillips
- Allen Coates
- Jason Davis
- Daniel Hedden
- Christiana Keinath
- Teresa Taylor
- Myra Jones
- Cynthia Edwards

Originator/Presenter

- Scott Contreras-Koterbay (Department of Art and Design) — presented Blocks 1, 2, and 3

Vacancies Noted

- Faculty Senate representative (still vacant; request previously made)
- Clinical and Rehabilitative Sciences representative (no current representation; will be requested)

Approval of Previous Meeting Minutes

Approval of the prior meeting's minutes was deferred. Allen Coates noted his attendance was not recorded, and Brad Edwards's attendance was also missing. The Chair confirmed the auto-transcription tool does not reliably capture attendance and that she manually reconciles the participant log.

Corrections to be made by the Chair:

- Add Allen Coates and Brad Edwards to the attendance roster.
- Correct the list of presenters to include both Kevin Reeves and Richard Carter (digital jewelry design and casting course; biology major curriculum revision).

- Confirm the digital jewelry design and casting course (4000-level) was approved with permission for the SHOUT Team to revise lower-level Bloom's-taxonomy action verbs in the learning outcomes.
- Confirm the biology major curriculum revision was approved without major issues.

Action: Chair will resend corrected minutes for an offline vote prior to the next regular meeting.

Agenda Overview

Six blocks were originally on the agenda, with Blocks 1 through 3 originating from the Department of Art and Design (presented by Scott Contreras-Koterbay) and Blocks 4 through 6 originating from Clinical and Rehabilitative Sciences (originator absent). Each block contained five proposals — predominantly new course proposals and major course revisions — followed by program policy revisions at the end.

Block 1 — Art and Design (Course Revisions and One New Course)

Reviewers: Allen Coates and Brad Edwards

Originator: Scott Contreras-Koterbay

Dr. Contreras-Koterbay introduced Block 1 as part of the largest revision to the Art History program at ETSU in approximately 30–40 years. The Italian Renaissance, Northern Renaissance, and Baroque content previously offered as separate 4000-level courses is being consolidated into a single 3000-level survey course (ARTH 3050). Several other 4000/5000 dual-listed courses are being repositioned as 3000-level undergraduate-only courses to support a more focused, narrower set of 4000-level offerings.

Proposals Reviewed

ARTH 3050 — Early Modern Art (course consolidation; new 3000-level course)

- Justification commended by Brad Edwards as one of the most comprehensive he has read.
- **Change made during meeting:** Allen Coates added a missing comma in the justification box (after the third item in the four-part justification).

ARTH 4017 — Classical Art (course revision)

- Title and content updated to reflect Dr. Michael Fowler's expansion into Eastern Mediterranean and Ancient Middle Eastern art.
- Course is being moved from a 4000/5000 dual-listed course to a 3000-level undergraduate-only course; cross-listing is intentionally being removed.
- No additional changes.

ARTH 4027 — Medieval Art (course revision)

- Reduced from 4000/5000 dual-listed to 3000-level undergraduate-only, consistent with the broader survey scope of the content.
- No changes required.

ARTH 4087 — Asian Art (course revision)

- Reduced from 4000-level to 3000-level; will no longer be dual-listed at the graduate level. The lower-level positioning supports new 4000-level offerings by Dr. Yi Liu.
- Originator confirmed awareness of the cross-listing change.
- No additional changes.

ARTH 4127 — Violence and Visual Culture (NEW course; 4000/5000 dual-listed)

- Previously offered twice as a special topic with full undergraduate and graduate enrollment. Will remain dual-listed.
- **Changes made during meeting (grading scale):** Brad Edwards updated the graduate grading scale to align in style with the undergraduate scale. Specifically, the graduate "A" range was set to 97–100, and a gap was corrected so that "B" reads 89–86 (previously the table showed B+ as 92–90 and B as starting at 88, with no value for 89).
- Discussion: Chair asked whether the prerequisite would deter enrollment given the course's prior popularity as a special topic. Originator confirmed Dr. Fowler does not anticipate a deterrent effect; the prerequisite supports a 3000-level intermediate step that students often need before reaching specialized 4000-level content.

Block 1 Discussion and Vote

- **Motion:** Allen Coates moved to approve Block 1 as amended.
- **Second:** Brad Edwards.
- **Result:** **PASSED** (by Zoom poll).

Block 2 — Art and Design (New Courses)

Reviewers: Christiana Keinath, Cindy Phillips, and Daniel Hedden

Originator: Scott Contreras-Koterbay

Proposals Reviewed

ARTH 4617 — Printmaking Across the Ages (NEW; 4000/5000 dual-listed)

- Previously a high-enrollment special topic taught by Dr. Fowler. Serves BFA and graduate students with interest in printmaking, drawing, and adjacent studio practice.
- Cindy Phillips asked for clarification about the dual-listing structure. Originator confirmed undergraduate and graduate students share the classroom but have differentiated assignments and learning outcomes consistent with Bloom's taxonomy expectations at the graduate level.
- **Change made during meeting:** Graduate grading scale updated to match the corrected style applied in Block 1.

ARTH 4627 — Artists and Archives (NEW; 4000/5000 dual-listed) — TITLE CHANGE

- **Title change made during meeting:** Course title revised from "*Archival Studies in Art History*" to "*Artists and Archives*." Transcript title updated to match.
- Reason: Dr. Ron Roach, Chair of Appalachian Studies, requested the title change to reduce overlap in title (not content) with courses in the Museum Studies minor and Archival Studies Graduate Certificate. Course content remains sufficiently distinct.

- Julie Fox-Horton noted the course would make a strong elective addition for the Archival Studies Graduate Certificate Program and will follow up with Dr. Liu.
- **Change made during meeting:** Christiana Keinath corrected a typo. Grading scale updated.

ARTH 4637 — History of Computational and Digital Art (NEW; 4000/5000 dual-listed)

- Originator's own area of specialization; ties to faculty in Computer Science and Digital Media, both of whom anticipate this course will support degree requirements for their students.
- **Change made during meeting:** Cindy Phillips made a minor capitalization correction. Grading scale updated.

ARTH 4647 — Visualizing the Body (NEW; 4000/5000 dual-listed)

- Taught previously as a special topic by Dr. Fowler. Interdisciplinary in scope, drawing on queer theory, feminism, and identity studies.
- **Change made during meeting:** Grading scale updated.

ARTH 4657 — Four Seasons (NEW; 4000/5000 dual-listed)

- Course to be taught by Dr. Yi Liu. Thematically organized around the four seasons as an entry point into East Asian (Chinese, Japanese, Korean) art. Initial offering anticipated for Fall 2026.
- Christiana Keinath raised the question of whether the title is descriptive enough for student advising; Originator confirmed advising channels will direct appropriate students to the course.
- **Change made during meeting:** Grading scale updated.

Block 2 Discussion and Vote

Summary of changes adopted in Block 2:

- Grading scale updated on all five proposals (ARTH 4617, 4627, 4637, 4647, 4657).
- ARTH 4627 title changed to "Artists and Archives" (transcript title updated to match).
- Minor typo and capitalization corrections in ARTH 4627 and ARTH 4637.
- **Motion:** Cindy Phillips moved to approve Block 2 with the changes noted.
- **Second:** Christiana Keinath.
- **Result:** **PASSED** (by Zoom poll).

Block 3 — Art and Design (New Courses and Curriculum Revision)

Reviewers: Jason Davis, Julie Fox-Horton, and Melissa Jones

Originator: Scott Contreras-Koterbay

Item Removed from Block 3

ASTRO 3215 — Women in Astronomy: Removed from this meeting's agenda. The Chair noted that the originator's name field had been inadvertently populated with Dr. Contreras-Koterbay's name, so the actual originator was not invited. **Status:** **TABLED** until the next meeting at which the correct originator can be present.

Proposals Reviewed

ARTH 3070 — 19th and 20th Century Modern Art (NEW)

- Replacement for two 4000-level courses (ARTH 4157 and ARTH 4167; previously approved for deletion). Consolidates 19th-century art history and modern art (20th century) at a single 3000-level survey position appropriate for the breadth of content.
- **Changes made during meeting (Julie Fox-Horton):**
 - Removed the trailing "s" from "develops" in the final course-goals bullet so it reads "develop," matching the parallel structure of the other bullets.
 - Added the word "as" before the list of artists (David, Goya) in the Expected Learning Outcomes section.

ARTH 3170 — Modern and Contemporary Asian Art (NEW)

- To be taught by Dr. Yi Liu. The existing 4000-level Asian Art course (covering prehistoric through present) will refocus on prehistoric through 17th/18th century, with this new 3000-level course covering 16th/17th century forward to present. Designed to be complementary, not duplicative.
- **Clarification:** Julie Fox-Horton flagged the unspelled acronym "NASAD" in the Purpose, Academic, and Credit Justification section. Originator confirmed it stands for the **National Association of Schools of Art and Design** (the department's accrediting body).

ARTH 4177 — Global Art and Politics (NEW; 4000/5000 dual-listed)

- Initial offering will be taught by Dr. Yi Liu, with future possibility of co-teaching by the originator and/or Dr. Fowler.
- **Change made during meeting (prerequisites):** Jason Davis identified that graduate students without an art background could not satisfy the prerequisite as written. Prerequisite revised to add: *"or permission of instructor for graduate students if no prerequisites have been met."* Originator noted other dual-listed 4000-level courses in this set should be reviewed for the same gap.
- **Change made during meeting (course goals):** Course goals were inconsistent — the undergraduate goals were written from the department's perspective, while the graduate goals were written student-facing (and read more like learning outcomes). The graduate course goals were revised to begin with *"The department will provide an opportunity for students to..."* so the framing matches the department-oriented voice used elsewhere.
- Grading scale updated for consistency.

Curriculum Revision — BA in Art, Art History Concentration (Substantive Revision)

Summary of the substantive revision:

- Removed a lower-level studio art course that had long been part of the Art History concentration.
- Increased required 2000-level art history coverage: students will now take Art History Survey 1, 2, and 3 (Survey 3 being the non-Western course).
- Expanded the Aesthetic Theory / Art History Seminar option to a three-way choice that also includes Philosophy of Art.

- Adjusted the number of required upper-level art history courses to align with the new 3000-level offerings.

Change made during meeting (effective term): Originally proposed for ~~Fall 2026~~. Jason Davis and William Flora confirmed the revision will not appear in the next catalog in time for that term. **Effective term updated to Fall 2027.**

Block 3 Discussion and Vote

Summary of changes adopted in Block 3:

- ARTH 3070: minor parallel-structure and grammar edits in course goals and expected learning outcomes.
- ARTH 4177: prerequisite expanded to allow graduate students by instructor permission; graduate course goals reworded to match department voice; grading scale updated.
- BA Art / Art History Concentration: effective term changed from Fall 2026 to Fall 2027.
- ASTRO 3215 (Women in Astronomy) removed from this block; tabled to a future meeting.
- **Motion:** Jason Davis moved to approve Block 3 (with ASTRO 3215 removed) as amended.
- **Second:** Julie Fox-Horton.
- **Result:** **PASSED** (by Zoom poll).

Blocks 4, 5, and 6 — Clinical and Rehabilitative Sciences

The originator (Professor Lilly) was not present and had not responded to email. Cindy Phillips (Nursing) noted she had not had the opportunity to review the proposals. William Flora attempted to reach Don directly without success; Taylor T. confirmed an earlier email had also gone unanswered.

Decision: All three blocks were **TABLED** to a called meeting on **Wednesday, April 29, 2026 at 2:00 PM**, contingent on the Chair securing a Clinical and Rehabilitative Sciences representative or the originator's attendance.

Additional items to be added to the April 29 called meeting agenda:

- Three new course proposals (originators TBC)
- One non-substantive curriculum revision for Geosciences
- Approximately 16 proposals total anticipated for the called meeting

William Flora noted that any substantive revisions approved on April 29 would advance to Academic Council in time for the May 14 meeting.

Other Business

Committee Membership Update

- Julie Fox-Horton confirmed she is the new Arts and Sciences representative, replacing Dr. Klemmer.
- The Faculty Senate representative seat remains vacant. Request previously submitted.
- Clinical and Rehabilitative Sciences seat: the Chair will reach out to the department chair to request a representative for the April 29 called meeting and beyond.

UCC Chair Nomination Discussion

Nominations for the Undergraduate Curriculum Committee Chair position for the next term were discussed. The Chair indicated her departmental position is changing and she is open either to continuing as Chair or to allowing another member to serve. Jason Davis indicated he is willing to continue serving on the committee. William Flora will follow up with Dean Pedarisi about returning members and any new appointments before the next meeting.

Reminder for prospective Chair candidates:

- The UCC Chair attends Academic Council meetings on Thursday mornings (twice monthly, occasionally cancelled in summer).
- The UCC Chair presents the end-of-year UCC report to Faculty Senate at the May 14 meeting (or equivalent).

Voting Summary

Block / Item	Motion / Second	Result
Previous meeting minutes	—	Deferred (offline vote pending corrections)
Block 1 (5 proposals)	Allen Coates / Brad Edwards	Passed
Block 2 (5 proposals)	Cindy Phillips / Christiana Keinath	Passed
Block 3 (4 proposals; ASTRO 3215 removed)	Jason Davis / Julie Fox-Horton	Passed
ASTRO 3215 (Women in Astronomy)	—	Tabled
Blocks 4–6 (Clinical and Rehab Sciences)	—	Tabled

Action Items

- **Chair (Chelsie Dubay):** Correct the previous meeting's minutes (attendance and presenters), recirculate, and conduct an offline approval vote.
- **Chair (Chelsie Dubay):** Send the called-meeting invitation for Wednesday, April 29, 2026 at 2:00 PM. Move tabled blocks and add the additional proposals.

- **Chair (Chelsie Dubay):** Reach out to the Department Chair of Clinical and Rehabilitative Sciences to secure a representative for the April 29 meeting.
- **Chair (Chelsie Dubay):** Confirm that grading-scale updates have been carried through to all dual-listed proposals approved today.
- **William Flora:** Consult Dean Pedarisi regarding returning UCC members and committee composition for next term; report back before the next called meeting.
- **Jason Davis:** Coordinate with Dean Pedarisi on the UCC Chair position discussion.
- **Julie Fox-Horton:** Follow up with Dr. Yi Liu regarding ARTH 4627 (Artists and Archives) as a possible elective for the Archival Studies Graduate Certificate.
- **Originator (Scott Contreras-Koterbay):** Verify that the prerequisite-with-instructor-permission language in ARTH 4177 is also reflected, where appropriate, in the other dual-listed 4000-level courses approved today.

Adjournment

With all available business completed and remaining blocks tabled, the meeting was adjourned.

Minutes respectfully submitted by Chelsie Dubay, Chair