

UNIVERSITY CURRICULUM COMMITTEE

Minutes #1 approved (2015 Supplement & 2016-2018 Undergraduate Catalog)

September 3, 2014

Members Present: Cook, Dustin, Kennedy, Latham, Lippert, Lieberman, Morey, Neisler, Prud'homme, Rosenthal, Shim, Standard, Temple, Trefzger

Members Absent: Kaesberg

Guests Present: Jess Ray, Registrar

1. Rosenthal convened the meeting at 3:06 p.m.
2. **INTRODUCTIONS:** Members and the guest introduced themselves.
3. **ELECTION OF OFFICERS AND LIAISONS:**
 - a. **Chairperson:** Serves as ex-officio member on the Council on General Education (CGE) and Council for Teacher Education (CTE). Rosenthal opened the nominations. Trefzger nominated Lieberman and Neisler nominated Temple. Lieberman withdrew from the nominations. Temple accepted the nomination, and was elected to serve as chairperson by acclamation of the committee. Rosenthal turned the meeting over to Temple.

A member of the committee can serve as an ex-officio member of CGE or CTE by appointment of the UCC chair. Temple asked if someone was able to serve as an ex-officio member on either CGE or CTE. Lieberman offered to serve as ex-officio member of the CGE. Temple will serve as ex-officio member of CTE.

- b. **Vice Chairperson:** Serves as ex-officio member of the Academic Affairs Committee (an internal committee of the Academic Senate) and serves as the UCC chair in their absence. Temple asked if anyone wanted to serve as the vice chairperson. Lieberman offered to serve as the vice-chairperson but cannot serve on the Academic Affairs Committee. Lippert offered to serve as ex-officio member of the Academic Affairs Committee in place of Lieberman and that was accepted. Lieberman will serve as vice chairperson.
- c. **Recording Secretary:** Performs UCC secretary duties in their absence. Temple asked if someone wanted to serve as Recording Secretary. Dustin offered to serve as the recording secretary, which was accepted.
- d. **Liaisons to College Curriculum Committees:** UCC members are asked to serve as liaisons to the College Curriculum Committees. The duties of the liaison to the College Curriculum Committee is to contact the committee at least once during the year and ask to attend a meeting where they will introduce themselves and offer assistance when or if needed in regards to the curriculum process.

Ryburn reported on the college curriculum committee meeting days and times. Committee members serving as liaisons are:

Trefzger for CAST CCC – Meeting time: Fridays at 1:00 p.m. Location: Turner 101.
Contact: Adrian Lyde, chair, arlyde@ilstu.edu, 438-5957.

Temple for CAS CCC – Meeting time: Tuesdays at 1:00 p.m. Location: STV 141.
Contact: Todd Stewart, chair, tstewar@ilstu.edu, 438-3757.

Jean Standard for CFA CCC – Meeting time: To be decided. Location: To be decided.
Contact: Shari Zeck, Associate Dean, sszeck@ilstu.edu, 438-5548.

Cook for COB CCC – Meeting times: First and third Tuesdays at 9:00 a.m. Location: SFHB 336. Contact: Tamra Davis, chair, tdavis2@ilstu.edu, 438-3823.

Dustin for COE CCC – Tentative meeting time: First Wednesday of each month at 2:00 pm. Location: DEG 551. Contact: Jennifer Dodson, COE staff, jndodso@ilstu.edu, 438-4618.

Morey for MCN CCC (College Council) – Meeting time: First Tuesday of each month at 1:00 p.m. Location: EDW 306. Contact: Carla Pohl, chair, cjpohl@ilstu.edu.

Ryburn will contact the Council for General Education, the Council on Teacher Education, and the College Curriculum Committees to let them know who their UCC liaison will be this year.

4. REVIEW OF UCC RESPONSIBILITIES: Rosenthal presented an overview of the University Curriculum Committee (UCC) responsibilities.

- The University Curriculum Committee is an external committee of the Academic Senate.
- UCC is a guardian of the process and the clarity of the catalog.
- Rosenthal distributed an orientation handout and discussed the information:

Principles

- **Expertise is at the departmental level**—UCC’s role is almost always to be supportive but also to make a thorough review and to ask questions where appropriate.
- **UCC policy is directed by the Baccalaureate Degree Document** that can be found on the ISU Policy website at: policy.illinoisstate.edu/students/2-1-9.shtml
- **Curriculum is a faculty responsibility**; however delivery of that curriculum is a shared responsibility with administration. That’s why chairs and deans sign curriculum proposals.
- **How does the curriculum serve the students?** (How do they move through it?)

Proposal Flow	Faculty initiator→	DCC →	CCC → CGE	CTE →	UCC→ GCC	Senate President/Provost BOT/BHE
Signatures		DCC Chair Dept. Chair	CCC Chair Dean	CTE Chair	UCC Chair	Senate Provost
Circulation			10 days		10 days	

What’s New?

- General Education revisions were implemented this semester (fall 2014).
- Leap Forward
- Conversations on Writing Across the Curriculum and “Global Studies” vs. a broader international requirement.

Catalog Year

The current catalog is in effect 2014 through 2016. The proposals reviewed and approved this year will take effect in the 2016-2018 Undergraduate Catalog (revised programs and courses) or the 2015 Supplement (new programs and courses), unless they are new major degree programs that require IBHE approval, which likely will fall under the 2016-2018 Undergraduate Catalog or 2017 Supplement depending on when the IBHE approves the programs.

Deadlines for 2015 Supplement to the 2014-2016 Undergraduate Catalog:

*New Degree Programs (for 2015 Supplement to 2014-2016 Catalog)	January 31, 2014
New Minors, Sequences	September 10, 2014
New 100, 200, or 300-level Course Proposals	October 1, 2014
Revised Majors, Minors, Sequences (only if accreditation driven; preapproval is required)	November 30, 2014

Deadlines for the 2016-2018 Undergraduate Catalog:

*New Degree Programs	January 26, 2015
New/Deleted Minors, Sequences	September 14, 2015
New/Deleted 100, 200, or 300-level Course Proposals	October 5, 2015
Revised Program Proposals (Major, Minor, Sequences)	October 5, 2015
Revised 100, 200, or 300-level Course Proposals	November 2, 2015
Any changes to catalog requested/approved through Editorial Request	November 30, 2015
*New Degree Programs (for 2017 Supplement to 2016-2018 Catalog)	January 31, 2016

How do we work?

- Jeri Ryburn assigns program proposals (for majors, minors, and sequences) to committees of two members.
- Members will receive a link to the online proposal by e-mail from Curriculum Forms.
- Members report back to the full UCC in two weeks (usually). If there are questions or problems, reviewers should certainly feel free to contact initiator to try to correct before a meeting.
- We do not review proposals from our own department/school.
- We do not review “stand alone” courses, but can review course proposals that are part of a program change. However, course proposals are not approved by the UCC; they are approved by the Executive Secretary.

What to look for?

- Catalog description
- Consistency
- Letters of support for courses or programs that affect other departments

5. STAFF REPORT:

Ryburn reported that several proposals have been assigned to reviewers for discussion at the UCC meeting on September 10, 2014.

- 6. ADJOURNED:** Cook moved to adjourn the meeting and Morey seconded. The meeting was adjourned at 3:39 p.m. The next meeting will be held on September 10, 2014.

- 7. INFORMATION:** The University Curriculum Committee Executive Secretary approved the following:

Temporary Courses:

LAN (SPA)

289A15 INTENSIVE PRACTICE FOR SPANISH ORAL PROFICIENCY
1 sem. hr.

Intensive guided practice to help students improve oral proficiency in Spanish. May be repeated; maximum 3 hours. Graded CR/NC only. Credit does not apply toward a Spanish major or minor. Prerequisite: LAN (SPA) 214.

MUS

393A42 DRUMMING IN THE CLASSROOM

1 sem. hr.

This course is designed for current or aspiring elementary music teachers who would like to incorporate drumming into their curriculum. May be repeated; maximum 2 hours. Prerequisite: Major or minor only or consent of the instructor.

Revised Course:

MUS

(Revised title and description)

275 WORLD ARTS: MUSIC - NON-MUSIC MAJORS FA

3 sem. hrs.

Introduction to selected music of Asia, the Middle East, Africa and Latin America. Does not count towards Music major graduation requirements. Prerequisites: COM 110 and ENG 101. For non-Music majors only.

Decimalized Courses:

FCS

320A01 SPECIAL TOPICS IN FOOD AND HOSPITALITY MANAGEMENT: FOOD AND LAW REGULATION

3 sem. hrs.

An overview of the laws, policies and standards that govern food regulation in the United States. The history of food and beverage policy will also be covered. Prerequisite: FCS 214.

FIL

382A05 SEMINAR IN INSURANCE: AN ANALYSIS OF INSURANCE COMPANIES

3 sem. hrs.

Students will analyze annual statement data of insurance companies to help assess financial performance. Prerequisites: FIL 240, 250.

IDS

121A60 TEXTS AND CONTEXTS: INTRODUCTION TO EUROPE LH

3 sem. hrs.

This is a general survey of topics about Europe including geography, climate, languages, cultures, religions, and politics. Students will form a better understanding of a part of the world which seems well-known, but remains mostly foreign and unfamiliar. May not be taken under the CT/NC option. Prerequisites: COM 110 and ENG 101 or concurrent registration.

IDS**121A61 TEXTS AND CONTEXTS: WOMEN IN CHINESE HISTORY AND LITERATURE LH
3 sem. hrs.**

An interdisciplinary study of Chinese women from the Shang dynasty through the twentieth century. Prerequisites: COM 110 and ENG 101 or concurrent registration. May not be taken under the CT/NC option.

LAL**398A01 PROFESSIONAL PRACTICE: INTERNSHIP/COOP IN LATIN AMERICAN AND
LATINO/A STUDIES
1-6 sem. hrs.**

Independent experience in a supervised community work setting with opportunities for civic engagement. Academic requirements include a final paper. May be taken a maximum of 6 hours toward the LAL minor. Prerequisite: Consent of director and supervisor.

**398A02 PROFESSIONAL PRACTICE: RESEARCH EXPERIENCE IN LATIN AMERICA
1-6 sem. hrs.**

Practical experience in the design, implementation, and reporting of research through methods appropriate to the fields of interest. May be taken a maximum of 6 hours toward the LAL minor; a maximum of 16 hours of all 398 courses towards graduation. Prerequisites: SOC 109 and consent of the program director.

MKT**398A05 PROFESSIONAL PRACTICE: INTERNSHIP/COOPERATIVE EDUCATION
ADVANCED MARKETING ANALYTICS
1-6 sem. hrs.**

Those qualifying for this internship/coop experience can receive a letter-grade credit and up to 3 credit hours can be counted toward the Marketing major. See department chair for information and consent. Prerequisites: Junior standing. Completion of 89 hours or consent of department.

MUS**181A07 SYMPHONIC BAND FA
1 sem. hr.**

Participation in Symphonic Band. May be repeated; maximum of 12 hours of 180-188 and 280-288 may be counted toward a Music degree.

**181A08 BIG RED MARCHING MACHINE DRUMLINE FA
1 sem. hr.**

Participation in the Big Red Marching Machine Drum-line. May be repeated; maximum of 12 hours of 180-188 and 280-288 may be counted toward a Music degree.

**181A09 BASKETBALL DRUMLINE FA
1 sem. hr.**

Participation in the Basketball Drum-line. May be repeated. Does not count toward a Music degree.

MUS**275A01 WORLD ARTS: MUSIC - MUSIC MAJORS FA**
3 sem. hrs.

Introduction to selected music of Asia, the Middle East, Africa and Latin America. Counts towards Music major graduation requirements. Prerequisites: COM 110 and ENG 101. For Music majors only.

THD**273A07 TOPICS IN FILM CRITICISM: FILM NOIR**
3 sem. hrs.

This course traces the development of the film noir genre and explores its visual expressions, thematic concerns, and the ways film noir represents and reflects the cultural conditions of the time in which it is produced. Prerequisites: THD 170 or consent of the instructor.

Editorial Requests:

ACC

(Revised description)

334 ADVANCED TAX
3 sem. hrs.

Study of concepts and issues associated with corporate, partnership, estate and gift taxation. Preparation of tax returns and graduate-level research opportunities. Prerequisite: ACC 233 or consent of the department chair.

(Revised description)

362 ADVANCED BUSINESS SYSTEMS ANALYSIS
3 sem. hrs.

The analysis, design, development, and implementation of a complete business information system. Project-based course with various deliverables and presentations. Prerequisites: ACC 261 and 368; ACC 366 or concurrent registration.

MUS

(Description added to catalog)

181 BANDS, SYMPHONIC, CONCERT OR UNIVERSITY FA
1 sem. hr.

Participation in symphonic, concert or university bands. May be repeated; maximum of 12 hours of 180-188 and 280-288 may be counted toward a Music degree. List of various performing bands follows.

(Title changed)

181A06 SYMPHONIC WINDS FA
1 sem. hr.

Participation in Symphonic Winds. May be repeated; maximum of 12 hours of 180-188 and 280-288 may be counted toward a Music degree. Formerly SYMPHONIC BAND.