

UNIVERSITY CURRICULUM COMMITTEE

Minutes #2 approved (2006-2007 Undergraduate Catalog)

September 7, 2005

Members Present: Bassoppo-Moyo, Brown, Buckley, Canabal, Ferrence, Jayaswal, Kahl, Moore, Morenus, Rosenthal, Ryburn, Stier, Trefzger, Van der Hoven

Members Absent: Craig

1. Rosenthal, Executive Secretary, convened the meeting at 3:07 p.m.
2. Members introduced themselves. There are two new members, Marilyn Moore of Curriculum and Instruction and Chad Kahl of Milner Library. The committee will have two members from Milner Library for a year due to a CAS vacancy. There is one vacancy from Mennonite College of Nursing.
3. **ELECTIONS OF UCC OFFICERS & LIAISON ASSIGNMENTS:**
 - a. **Chairperson** (Serves as ex-officio member on Council on General Education) – Rosenthal asked for nominations or volunteers. Trefzger nominated Ferrence, Brown seconded. Ferrence accepted the nomination and was elected by unanimous vote.
 - b. **Vice Chairperson** (Serves as ex-officio member of AAF and is UCC chair in the chair's absence) – Ferrence asked for nominations or volunteers. Brown volunteered and was elected by unanimous vote.
 - c. **Recording Secretary** (Takes minutes at meetings when UCC Secretary is absent; serves as the chairperson's representative as ex-officio member of CTE) – Ferrence asked for nominations or volunteers. Moore volunteered and was elected by unanimous vote.
 - d. **Liaisons to College Curriculum Committees** – Only a portion of the CCC meeting days/times are available at this time. Liaison appointments will be deferred until the next UCC meeting.

Rosenthal added that he is the Provost's liaison to the CTE.

4. **REVIEW OF UCC RESPONSIBILITIES** – Ferrence gave a brief overview of the responsibilities of the UCC:
 - UCC is charged by the Academic Senate through Academic Affairs Committee to have oversight of the undergraduate curriculum process;
 - Revision of UCC Policies and Procedures "Guidelines" after 2-year curriculum reform review was approved at the Senate last year;
 - UCC does not generally review/approve courses; courses come to UCC only when part of a program (Major, Minor, Sequence) proposal, or if a member of the ISU community raises an issue with a course on circulation;
 - Proposals are circulated for a two week period;
 - Proposals are assigned to subcommittee of two reviewers; the subcommittee presents the proposal at a meeting where the proposal is slated as an agenda discussion item;
 - Proposals are discussed one week, with action taken the next;
 - There are four vacancies for student committee members. Ferrence asked Jeri to find out who to contact at Student Government to find out what the procedure is for students who want to serve on UCC.

Rosenthal reviewed the list of the UCC operating policies "responsibilities" found on page 22 of the UCC Policies and Procedures document.

Moore asked who received the circulation of proposals. Jeri explained that she distributes the agendas, circulations and minutes via email to all department chairs, school directors and college deans. She also posts the UCC agendas, "Circulation of Proposals," UCC minutes, and the Policies and Procedures document on the UCC website.

5. **BACCALAUREATE DEGREE DOCUMENT** – Rosenthal:
 - The document which underlies undergraduate catalog requirements, such as the 124 hour limitation, was approved in 1999
 - As time has gone by, there have been changes to policy that have resulted in the document being out-of-date (such as the General Education requirements of 15 courses and 45 hours – which now is 14 courses and 42 hours).
 - Rosenthal asked the committee if they would look at the document as a group and revise it. With the committee's agreement he will make the changes and bring the document to the next meeting for discussion.

6. MISCELLANEOUS DISCUSSION: - Rosenthal

- Focus this year will be catalog readability; students being able to understand program requirements;
- the work of the UCC results in what is in the catalog; need to examine proposal catalog copy;
- distributed Terry Raney's draft of list that could be used as a standard format for catalog copy for programs
- format will be reviewed at a later meeting for possible use

Meetings will continue to start at 3:05 p.m.

7. INFORMATION: The University Curriculum Committee Executive Secretary approved the following Temporary Course(s):**ITK****189.02 PROBLEM SOLVING FOR INFORMATION TECHNOLOGY 4 F,S**

MAT 104 or high school equiv req. Lecture and lab.

Introduction to algorithm development for computer systems processing emphasizing and end-user needs, problem solving, and object-oriented programming techniques.

SOC**389.76 SOCIAL INTERACTION 3 F,S**

75 hr or cons inst req; SOC 106 rec.

Social interaction in everyday and institutional settings; the structure of conversation; achievement of social actions; construction of social roles and identities.

New Course(s):

ITK**177 PROBLEM SOLVING FOR INFORMATION TECHNOLOGY 4 F,S**

MAT 104 or high school equiv req. Rec as 1 of first courses in IS/TCM maj. Lecture and lab. Formerly ITK 189.02.

Introduction to algorithm development for computer systems processing emphasizing and end-user needs, problem solving, and object-oriented programming techniques.

Revised Course(s):

ACC

(add CR/NC)

167 ELECTRONIC SPREADSHEET USAGE 1 F,S

CR/NC only. Lecture and lab.

Introduces the electronic spreadsheet for use as a tool to improve management productivity.

(add CR/NC)

168 INTERNET AND PRESENTATION TOOLS 1 F,S

CR/NC only. Lecture and lab.

Introduces intermediate Web browsing and E-mail techniques, skills on using a Web page editor, and using a presentation software package like PowerPoint.

Decimalized Course(s):

CJS**360.15 ISSUES IN CRIMINAL JUSTICE: VICTIMOLOGY, THE VICTIM**

ASSISTANCE ACADEMY 3 Summer

Jr standing. CJS 101 or cons dept adv req.

Focuses on the role of the victim in the criminal process, problems of adjustment to victimization, the complexities of the victim-offender relationship, violence and victimization, and issues of compensation and restitution.

FIL

381.03 SEMINAR IN FINANCE: PORTFOLIO MANAGEMENT 3
C or better in FIL 242 req.

381.04 SEMINAR IN FINANCE: ENTREPRENEURIAL AND SMALL BUSINESS FINANCE 3
FIL 240 req.

Financial and legal aspects of firm ownership; financial reporting, cash flow analysis, financial planning and budgeting; raising capital, and valuation.

IDS

121.44 TEXT AND CONTEXT: THE IMAGE OF BUSINESS IN AMERICAN POPULAR CULTURE MC-LH 3
ENG 101, COM 110, or conc reg req. May not be taken CR/NC.

MQM

340.10 SEMINAR IN MANAGEMENT: LEADERSHIP AND ORGANIZATIONAL CULTURE 3
MQM 221 or conc reg req.

The meaning and impact of culture in organizations, including the role of leadership in creating, managing, and changing culture.

PHI

350.12 TOPICS IN THE HISTORY OF PHILOSOPHY: BERTRAND RUSSELL AND THE DEVELOPMENT OF 20th c ANALYTIC PHILOSOPHY 3
Cons inst req.

This course focuses on the philosophical work of Bertrand Russell and on some of the seminal work of other important 20th century analytic philosophers who were influenced by Russell.

Editorially Revised Course(s):

KNR

(add to prereq)

221 ELEMENTARY PHYSICAL EDUCATION CURRICULUM 3 F,S
KNR 158, 225 req. Incl Clin Exp: 4 hrs, Type 1 and 5.

Planning a program of physical education for elementary school children. Progressions within activities, techniques of organization, and methods of teaching. Observations of children and laboratory sessions in activities.

MAT

(remove prereq course)

152 STRUCTURE OF NUMBER SYSTEMS II 3 F,S
C or better in MAT 130 req. Not for cr if had MAT 202. Not for cr maj/min.

Concepts and structure of real numbers. Probability, statistics, and algebra.

- 8. ADJOURNED:** The meeting was adjourned at 4:00 p.m. The next meeting will be September 14, 2005.