UNIVERSITY CURRICULUM COMMITTEE
Minutes #1 approved *(2016-2018 Undergraduate Catalog)*
August 26, 2015

Members Present: Cook, Dustin, Latham, Lieberman, Lippert, Morey, Neisler, Prud`homme, Rosenthal, Segelcke, Shim, Standard, Stapleton, Temple, Trefzger, Willard
Members Absent: Shrivastava
Guests Present: Danielle Lindsey and Jess Ray, Registrar

1. Rosenthal convened the meeting at 3:06 p.m.

2. **INTRODUCTIONS:** Members and guests introduced themselves.

3. **APPROVAL OF MINUTES**: #10, March 4, 2015:

    Lieberman moved to approve the minutes as amended; Cook seconded. The minutes were approved by acclamation of the committee. There were two abstentions.

4. **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. Lieberman nominated Temple; Temple accepted the nomination, and was elected to serve as chairperson by acclamation of the committee. Rosenthal turned the meeting over to Temple. Temple asked if someone could serve on the CGE or CTE in his place (which is historically done by appointment of the UCC chair). Lieberman will serve as ex-officio member of the CGE.

    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 for nominations, Trefzger nominated Lieberman who accepted the nomination. Lieberman was elected to serve as vice chairperson by acclamation of the committee. Lieberman will be serving as ex-officio member of the CGE and asked if someone would serve as the ex-officio member of the Academic Affairs Committee (AAC). Lippert offered to serve.

    c. **Recording Secretary:** *Performs UCC secretary duties in their absence.* Temple asked if someone would serve as the Recording Secretary. Lippert offered to serve as the Recording Secretary.

    > Election results:
    > Temple – chair and ex-officio member of CTE
    > Lieberman – vice-chair and ex-officio member of CGE
    > Lippert – recording secretary and ex-officio member of AAC

    d. **Liaisons to College Curriculum Committees:** UCC members are asked to serve as liaisons to the College Curriculum Committees (CCC). The duties of a liaison to a College Curriculum Committee are to contact the committee at least once during the year and ask to attend a meeting to introduce themselves and offer assistance when or if needed in regards to the curriculum process.

        Committee members serving as liaisons are:

        Prud`homme for CAST CCC – Meeting time: Fridays at 2:00 p.m. Location: Turner 101.
        Contacts: Todd McLoda or Kevin Devine, CCC chair.

        Latham for CAS CCC – Meeting time: Tuesdays at 1:00 p.m. Location: STV 141.
        Contacts: Sally Parry or Todd Stewart, CCC chair.

Standard for CFA CCC – Meeting time: Thursdays at 10:00 a.m. Location: CVA 118
Contacts: Shari Zeck or Lea Cline, CCC chair.

Cook for COB CCC – Meeting times: 2nd and 4th Thursdays at 8:30 a.m. Location: unknown.
Contact: Mathew Sheep, CCC chair.

Trefzger for COE CCC –Wednesdays of each month at 9:30 a.m. Location: DEG 504. Contact:
Shaqwana Freeman-Green, CCC chair.

Temple for MCN CCC (College Council) – Meeting time: First Tuesday of each month at
1:00 p.m. Location: EDW 306. Contact: Charlene Aaron, College Council chair.

5. **REVIEW OF UCC RESPONSIBILITIES:** Rosenthal distributed a handout with 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 invited new members to remain after the meeting to
discuss the orientation handout:

<center>**UCC 1$_{st}$ Day Welcome and Process**</center>

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? Campus Solutions

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) unless they are new
major degree programs that require IBHE approval, which likely will fall under the next catalog or 2017
Supplement depending on when the IBHE approves the programs.

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

6. **DISCUSSION OF ANNUAL CATALOG:** Rosenthal discussed the reasons that a two year catalog (and an alternate year supplement) was implemented eight years ago: to establish a culture of stepping back and thinking about curriculum and not making small changes every year; and make it easier for students, especially transfer students, to plan. He said that this change to a two-year catalog has established a culture of thinking about curriculum more broadly. Recently there has been interest in returning to the yearly catalog. Faculty, students, and advisors have reported difficulties following the changes which occur in the supplements (between two-year catalogs) because they need to look at the two-year catalog and the supplement together. Some might not realize that there is a supplement. In looking at other universities, about half have a yearly catalog and half have a 2-year catalog. Rosenthal asked for the committee's support in going back to the annual catalog. There were no negative responses. Rosenthal will present this to the Academic Affairs Committee to see if they agree to a return to a yearly catalog before it is announced to everyone.

7. **COURSES TO CONSIDER FOR AMALI CREDIT:** Rosenthal reminded the committee that the requirement for Global Studies courses in the catalog was changed back to AMALI (Asia, the Middle East, African, Latin America, or Indigenous Peoples of the World) because there was never a formal proposal to replace AMALI with "Global Studies" in the catalog.

As a result of the global studies forum last year, it was decided that learning outcomes needed to be developed for global studies courses. Dr. Pancrazio, in Languages, Literatures, and Cultures, is working on the global studies learning outcomes and expects them to be completed soon. Rosenthal said the next step for the Global Studies initiative is to speak directly to AMALI faculty who are experts in the field.

In the meantime, Susan Kalter provided a list of courses that probably should have been on the AMALI course list. Rosenthal asked if the committee wanted to assign members to review the courses or if the committee wanted him to review the courses and bring any that are in question to the committee, if needed. It was decided that Rosenthal will review the courses and report back to the committee. It was

asked if credit could be offered retroactively for the added courses and Ray answered that it could be with a waiver. The course numbers and titles being proposed for AMALI credit follow.

ANT 272 North American Indians
ANT 280 Cherokee Culture to 1830
ANT 303 Latin America in Ethnographic Perspective
ANT 385 Media and Visual Anthropology
ENG 266 Native American Literature and Culture
FCS 222 Cultural Diversity In Dress (is a Gen Ed course - pending CGE approval)
GEO 250 Geography of Africa
HIS 267 Modern South Asia
HIS 271 Islamic Civilization
HIS 272 North American Indians
HIS 276 History of Chinese Civilization
HIS 282 History of Colonial Latin America
HIS 283 History of Cuba
HIS 307 Selected Topics in Non-Western History
HIS 310 Native American History
HIS 351 Ancient Near East
HIS 373 History of Modern China
HIS 375 History of Modern Japan
IDS 121A29 Texts & Contexts: Native Writers on Native Issues (is a Gen Ed course)
IDS 133A02 Study Abroad: Japanese History, Civilization and Culture
IDS 133A03 Study Abroad: Exploring Korean Culture and Education: Multicultural and Global
IDS 133A04 Study Abroad: Introduction to Mexican Culture
LAN (CHI) 111 First-Year Chinese (Part I)
LAN (CHI) 112 First-Year Chinese (Part II)
LAN (CHI) 115 Second-Year Chinese (Part I)
LAN (JPN) 111 First-Year Japanese (Part I)
LAN (JPN) 112 First-Year Japanese (Part II)
LAN (JPN) 115 Second-Year Japanese (Part I)
LAN (JPN) 116 Second-Year Japanese (Part II) (Gen Ed course)
LAN (JPN) 231 Japanese Conversation and Composition
LAN (JPN) 232 Advanced Japanese Reading and Composition
LAN (FRE) 325 Francophone Literature and Culture
LAN (SPA) 326 Spanish American Literature: Foundations to Late 19th Century
LAN (SPA) 327 Spanish American Literature: Late 19th Century to Present Day
LAN (SPA) 336 Selected Topics in Spanish American Literature
POL 340 Topics in Latin American Politics

8. **STAFF REPORT:**

   a. **Legislation on AP Exam Scores**: Rosenthal reported that there is new legislation on AP Exam Scores – there will be credit given for a score of 3 or above. The legislation does allow latitude on how the credit can be awarded (major course, general education, or elective). The IBHE is watching how this is handled and will ask for justification. Rosenthal has been in contact with the departments impacted.

   b. **UCC Annual Report to the Academic Senate:** Ryburn reported that the University Curriculum Committee 2014-2015 Annual Report to the Academic Senate has been prepared. Last year, the UCC held 10 meetings to approve eight new programs and 22 program revisions. There will likely be more proposals this year than last.

   c. **Pedagogy Sequences:** Rosenthal reported that the UCC will be receiving proposals for new pedagogy emphasis sequences for many pre-K-12 and secondary teacher education programs. The pedagogy sequence has been suggested as one option for teacher education candidates who do not pass and choose not to retake the edTPA. All requirements for completion of these sequences are the

same as for the teacher education program except successful completion of the edTPA requirement. The pedagogy emphasis option does not lead to licensure in the State of Illinois.

9. **MISCELLANEOUS:**

    a. Rosenthal will present a change in the Academic Progress Alert to the Academic Senate. The new Campus Solutions (CS) student information system does not allow collection of APA grades the way it used to be done in the legacy system. CS will collect/report grades for first year students (instead of all 100-level class results). There will be about 1,600 fewer grade requests per year and will result in less work for faculty and an expectation of better data being collected.

    b. Lieberman asked if the committee would like to follow a more formal meeting format such as "Robert's Rules of Order." She asked if the committee would decide on how voting will be done. She likes the rule that calls for abstentions during the vote. Temple said that he has an abbreviated version of Roberts Rules that he will bring to the next meeting and the committee can decide whether or not to use it.

10. **ADJOURNED**: Temple called for adjournment, the committee agreed by acclamation, and adjourned at 4:03 p.m. The next meeting will be held on September 9, 2015.

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

    Decimalized Courses:

    IDS

    133A25   NOVANCIA SCHOOL OF BUSINESS, PARIS FRANCE
    1 sem. hr.
    Explores intercultural competence and communication; Paris rhetoric, international and global marketing practices. Prerequisites: Completion of 39 hours, 2.80 GPA.

    133A26   HANZE SCHOOL OF COMMUNICATION MEDIA AND IT, GRONINGEN
    1 sem. hr.
    Explores intercultural competence and communication; Eurozone laws, economics, and politics; and the diverse European cultures from a business perspective. Prerequisites: COM 178, 272 or equivalent.

    MUS

    167A01   BASIC CONDUCTING: FOR CHORAL/VOCAL MAJORS
    2 sem. hrs.
    This course covers the fundamentals of conducting, score reading, rehearsal techniques, and practical skills working with choral media.

    167A02   BASIC CONDUCTING: FOR INSTRUMENTAL MUSIC EDUCATION MAJORS
    2 sem. hrs.
    This course covers the fundamentals of conducting, score reading, and rehearsal techniques for the instrumental music education major.

    167A03   BASIC CONDUCTING: FOR NON-MUSIC EDUCATION MAJORS
    2 sem. hrs.
    This course covers the fundamentals of conducting, score reading, and rehearsal techniques for the non-music education major.

Editorial Requests:

BTE

110   EDUCATION TECHNOLOGY
           3 sem. hrs.
Skills and concepts related to keyboarding, web page design, desktop publishing, programming concepts, and current/new educational technologies. Mastery of MS Office must be demonstrated. Includes clinical experience: 10 hours; Types 1-6, 9 at the K-8 level. Formerly *INPUT TECHNOLOGIES AND ADVANCED DOCUMENT CREATION.*

260   FOUNDATIONS OF BUSINESS EDUCATION
           2 sem. hrs.
Historical background and current status of Business Education emphasizing professional responsibilities of teachers and principals of curriculum construction. Prerequisite: TCH 212, 216, or concurrent registration.

322   ENTREPRENEURSHIP STUDY FOR THE BUSINESS TEACHER
           3 sem. hrs.
Provides future business teachers with content knowledge to teach a high school entrepreneurship course.

ENG

357   STUDIES IN CREATIVE WRITING
           3 sem. hrs.
Survey of theories creative writers explicitly and implicitly employ and consider. Includes editing, analysis, and writing of creative and theoretical texts. Formerly *THEORIES OF CREATING WRITING GENESIS.* May be repeated if content is different; maximum of 9 semester hours. Prerequisites: Grade of B or better in any 200-level writing course; junior/senior standing; or graduate standing; or consent of the instructor.

HSC

395   HEALTH COMMUNICATION AND SOCIAL
           MARKETING
           3 sem. hrs.
Analysis and development of print and non-print materials and their use by health educators. Formerly *MEDIA AND MATERIALS IN HEALTH EDUCATION*. Prerequisites: HSC 286 and HSC 290A01. Health Sciences major only.

396   HEALTH EDUCATION PROGRAM
           PLANNING AND EVALUATION
           3 sem. hrs.
Theory and application of Health Education planning and promotion. Grantsmanship and evaluation will be emphasized. Prerequisites: HSC 286 and HSC 290A01. Health Sciences major only.

MUS

 282   SYMPHONY ORCHESTRA: STRINGS   FA
           1 sem. hr.
May be repeated; maximum of 6 credit hours. Includes Clinical Experience: 15 hours required only for senior music education string majors (semester before student teaching). See "Major Performing Ensemble Requirements" for further information. Prerequisite: Junior/senior status.