

UNIVERSITY CURRICULUM COMMITTEE

Minutes #1 approved (2019-2020 Undergraduate Catalog)

August 29, 2018

Members Present: Cook, Duce, Dustin, Fillman, Hughes, Knauss, Lippert, Mikulec, Munyer, Nur-Awaleh, Papka, Rosenthal, Savage, Standard, Trefzger, Wolf, Wolstein,

Members Absent: Laudicina, Zeng

Guests Present: Amy Hurd, Graduate School, James Pancrazio, Languages, Literatures and Cultures, Katelynn Baer, Agriculture, Danielle Lindsey and Jess Ray, Registrar

1. Rosenthal convened the meeting at 3:05 p.m.
2. **INTRODUCTIONS:** Members and 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. Cook nominated Standard, who accepted the nomination. With no additional nominations, the committee elected Standard as chairperson by acclamation. Rosenthal turned the meeting over to Standard who will serve as ex-officio member of the CGE and asked if someone could serve as the CTE ex-officio member. Mikulec will serve as the 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.* Standard asked for nominations. Trefzger nominated Dustin who accepted the nomination. With no additional nominations, the committee elected Dustin as vice chairperson by acclamation. Dustin is unable to serve on Academic Affairs. Trefzger offered to serve as liaison to the Academic Affairs Committee.
 - c. **Recording Secretary:** *Performs UCC secretary duties in their absence.* Standard asked for someone to serve as the Recording Secretary. Wolf will serve as the Recording Secretary.
4. **LIAISON ASSIGNMENTS TO THE COLLEGE CURRICULUM COMMITTEES:** The UCC asks members to serve as liaisons to the College Curriculum Committees (CCC). The liaison to a College Curriculum Committee will contact the committee at least once during the year and ask to attend a meeting and offer assistance when or if needed in regards to the curriculum process.

Committee members serving as liaisons are:

College of Arts and Sciences (Tuesday, 1-2 p.m. in STV 140): Wolf

College of Applied Science and Technology (Friday, 10:30 a.m. in TUR 101): Dustin

College of Business (Thursday, September 6): Nur-Awaleh

College of Education (Mondays at 12:00 once a month in DEG 504): Duce

College of Fine Arts (Tuesday at 8:00 a.m. in CVA 118): Savage

Mennonite College of Nursing (PCC meets Tuesday from 1-3 p.m. in EDW 306): Lippert

5. **REVIEW OF UCC RESPONSIBILITIES:** Rosenthal distributed a handout and asked new members to stay after the meeting for a review of the information on the handout if they have any questions.

UCC 1st Day Welcome and Process

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.**

- **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?)

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

Catalog Year

The current catalog is in effect 2018 through 2019. The proposals reviewed and approved this year (if received by the deadlines) will take effect in the 2019-2020 catalog, unless they are new major degree programs that require IBHE approval, which likely will fall under the next catalog.

Deadlines for the 2019-2020 Undergraduate Catalog

*New Degree Programs	January 22, 2018
New/Deleted Minors, Sequences	September 10, 2018
New/Deleted 100, 200, or 300-level Course Proposals	October 1, 2018
Revised Program Proposals (Major, Minor, Sequences)	October 1, 2018
Revised 100, 200, or 300-level Course Proposals	November 5, 2018
Editorial Requests (online curriculum form)	November 26, 2018

*Any proposal for a new degree program not approved by the UCC, Senate, BOT, and IBHE in time for it to be published in the catalog year for which it was proposed will appear in the next available catalog.

Note: Deadlines are when the proposal must arrive at the University Curriculum Committee.

How do we work?

- Jeri Ryburn assigns proposals to committees of two members.
- Members will receive a link to the online proposal(s) by email from Curriculum Forms.
- Members report back in two weeks (typically). If there are questions or problems, reviewers should certainly feel free to contact the initiator to try to correct before 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. STAFF REPORT:

Rosenthal: Review of UCC Work for this year:

- a. **Revisit the Repeat Policy (with a few changes).** Rosenthal explained the pending course repeat policy change is to allow articulated courses to be repeated at outside institutions. The proposal

was returned because some curriculum committees did not approve. Rosenthal said that this is worth revisiting. He will circulate a draft of the proposal in the near future.

- b. **IDEAS recommendation to the Academic Senate – Need to forward the report.** Rosenthal said that this is a US Diversity requirement. Open forums and surveys were all completed last year but there was not enough time in the spring to write the report to go to the Academic Senate, so this still needs to be done.
- c. **AMALI proposal on LAN 116 (POR, SPA, FRE) – Action is needed.** Pancrazio requested that the UCC assign the proposal to two members to review and discuss at a UCC meeting, just like a regular program proposal. Rosenthal and Standard will assign the proposal to two members.
- d. **Proposed Undergraduate Catalog changes need to be vetted by the College Curriculum Committees and Department Curriculum Committees and communicate the changes and rationale (possible Senate action).** The Office of the University Registrar is proposing several changes to the undergraduate catalog and supporting technology in the interest of greater accuracy, clarity, and usability. Currently available information will be maintained but in different formats. Rosenthal distributed a draft of the memo about the catalog changes to go out to the College Curriculum Committees asking for a response by September 28. The committee approved sending the memo to the CCC chairs.
- e. **AMALI proposal returned by the Academic Senate for further discussion.** Rosenthal said the Academic Senate returned the proposal to broaden the scope of AMALI (courses in the cultures and traditions of societies or peoples from Asia, Middle East, Africa, Latin America, or Indigenous Peoples of the World) for the committee to look at it and decide if they want to reconsider with revisions or not. Pancrazio said the process for the proposed changes started in 2014. For study abroad courses to be added as AMALI credit they provided clear outcomes. The Senate response was that the learning outcomes were too broad. Pancrazio hopes that there will be further action to advance the proposal.

7. MISCELLANEOUS:

Ryburn reported that there are several proposals to circulate on Tuesday that she will assign to reviewers to prepare to discuss at the meeting on September 19.

- 8. **ADJOURNED:** Cook moved to adjourn, Wolstein seconded. The meeting adjourned at 4:08 p.m. The next meeting will be September 5, 2018.
- 9. **INFORMATION:** The University Curriculum Committee Executive Secretary approved the following:

Decimalized Course:

PSY

327A03 CULTURAL PSYCHOLOGY: DIVERSITY AND IDENTITY DEVELOPMENT
3 sem. hrs.

This course will focus on the "how and why" of involving cultural diversity in psychological research, as well as the application of culturally relevant research findings. Prerequisite: PSY 110 or 111.

Editorial Requests:

ART

(Revised prerequisite)

104 VISUAL THINKING: DRAWING FUNDAMENTALS

3 sem. hrs.

Concepts fundamental to all studio offerings. Emphasis on direct observation, developing pictorial space and drawing concepts, practiced with traditional materials. Materials charge optional. Prerequisite: Open to art majors without prerequisite; non-majors with consent of the instructor and School.

(Revised description)

213 LIFE DRAWING I

3 sem. hrs.

Introduction to drawing the human figure from direct observation. Exploration of various methods of representing and interpreting the figure. Materials charge optional. Prerequisites: ART 103, 104, 109; or consent of the instructor and School.

(Revised title, description and prerequisites)

214 INTERMEDIATE DRAWING

3 sem. hrs.

Exploration of multiple approaches to drawing. Exposure to alternative media and processes. Materials charge optional. Formerly *DRAWING COMPOSITION*. Prerequisites: ART 103, 104, 109, or consent of the instructor and School.

BSC

(Revised description)

161 INTRODUCTION TO TEACHING SCIENCE SEMINAR

2 sem. hrs.

Introduction to the nature of scientific inquiry and research-based skills in science teaching and learning. Clinical experiences: 10 hours. Prerequisites: Completion of either BSC 196 or 197 or equivalent; two semesters of college completed; Teacher Education major only.

COM

283 COMMUNICATION FOR TEACHERS AND TRAINERS

3 sem. hrs.

Theory and practice in developing communication competencies in an academic setting. Preparation and presentation of various instructional strategies for diverse audiences. Formerly *COMMUNICATION IN THE CLASSROOM*. Prerequisites: Grade of C or better in COM 110; 45 hours completed.

HSC

(Revised title, description, prerequisites)

316 MEDICAL LABORATORY SCIENCE: RESEARCH DESIGN

1 sem. hr.

Research design in medical laboratory science. Formerly *CLINICAL LABORATORY SCIENCE: RESEARCH DESIGN*. Prerequisites: Concurrent enrollment in HSC 261, 262, and 263, or consent of the instructor.

Editorial Requests (continued)**MQM**

(Revised title, description, added prerequisite)

**349 CROSS-CULTURAL BEHAVIOR IN BUSINESS
3 sem. hrs.****Understanding cultural differences and their effects on workplace behaviors and business practices. Formerly *BUSINESS IN A MULTICULTURAL ENVIRONMENT*. Prerequisite: Grade of C or better in MQM 220.**

(Revised prerequisite)

**350 INTERNATIONAL MANAGEMENT
3 sem. hrs.****Managerial decision making for planning, organizing, and controlling the functions, operations, and resources of multinational corporations. Prerequisite: Grade of C or better in MQM 227.****MUS**

(Revised prerequisites)

**122A10 GROUP INSTRUCTION IN PIANO LEVEL I-MUSIC MAJORS
1 sem. hr.****Enrollment and placement is by consent of the Group Piano Coordinator. A syllabus of piano proficiency requirements is available from the Music Office and the Group Piano Coordinator. Multiple enrollments are allowed for credit if content differs; maximum 4 hours. Prerequisites: Concurrent registration in MUS 100A01; Music major or minor with little or no keyboard skills.**

(Revised prerequisites)

**122A20 GROUP INSTRUCTION IN PIANO LEVEL II-MUSIC MAJORS
1 sem. hr.****Enrollment and placement is by consent of the Group Piano Coordinator. A syllabus of piano proficiency requirements is available from the Music Office and the Group Piano Coordinator. Multiple enrollments are allowed for credit if content differs; maximum 4 hours. Prerequisites: Concurrent registration in MUS 101; Music major or minor with little or no keyboard skills.**

(Revised prerequisites)

**122A30 GROUP INSTRUCTION IN PIANO LEVEL III-MUSIC MAJORS
1 sem. hr.****Enrollment and placement is by consent of the Group Piano Coordinator. A syllabus of piano proficiency requirements is available from the Music Office and the Group Piano Coordinator. Multiple enrollments are allowed for credit if content differs; maximum 4 hours. Prerequisites: Concurrent registration in MUS 102; Music major or minor with little or no keyboard skills.**

(Revised prerequisites)

**122A40 GROUP INSTRUCTION IN PIANO LEVEL IV-MUSIC MAJORS
1 sem. hr.****Enrollment and placement is by consent of the Group Piano Coordinator. A syllabus of piano proficiency requirements is available from the Music Office and the Group Piano Coordinator. Multiple enrollments are allowed for credit if content differs; maximum 4 hours. Prerequisites: Concurrent registration in MUS 201; Music major or minor with little or no keyboard skills.**

SED

(Revised prerequisite)

**342 LANGUAGE AND LITERACY DEVELOPMENT
3 sem. hrs.**

Focus of the course is on the language development of students, including impact of demands, form, and function, and relation to acquisition of literacy. Prerequisite: TCH 208 or SED 340 or concurrent registration.

TCH

(Revised description)

**130 INTRODUCTION TO YOUNG ADOLESCENT DEVELOPMENT AND
MIDDLE LEVEL SCHOOLS
3 sem. hrs.**

Explores the distinctive role of young adolescent education in the public school, contrasted with elementary and senior high school education. Formerly *BECOMING A MIDDLE GRADES TEACHER*. Includes satisfactory completion of clinical experiences. Prerequisite: Middle Level Major only; 30 hours completed.

(Revised description)

**216 PRINCIPLES AND PRACTICES FOR TEACHING AND LEARNING IN
SECONDARY SCHOOLS
3 sem. hrs.**

Fundamental knowledge regarding curricular planning and instructional principles and practices. Formerly *INSTRUCTIONAL AND EVALUATIVE METHODS IN SECONDARY EDUCATION*. Includes satisfactory completion of clinical hours. Prerequisites: TCH 212. A major and cumulative GPA of 2.50.

(Revised description)

**233 TEACHING AND LEARNING IN MIDDLE LEVEL EDUCATION
3 sem. hrs.**

Organizational structure of American public education; provisions for young adolescent education; understanding the characteristics of the young adolescent student; the role of the teacher of young adolescents. Includes satisfactory completion of Clinical Experiences. Formerly *MIDDLE LEVEL EDUCATION AND THE YOUNG ADOLESCENT*. Prerequisites: Middle Level Teacher Education Major only; concurrent registration with TCH 296 and 394. TCH 130 taken within seven years. All sections of State of Illinois Test of Academic Proficiency (TAP) passed.

(Revised description)

**257 SCIENCE METHODS
3 sem. hrs.**

Methods associated with effective grades 1-6 science instruction. Emphasis placed upon activity-based instructional strategies. Materials charge optional. Prerequisites: Elementary Education major only. Admission to Professional Studies. Senior standing. TCH 208 and 209 taken within seven years. Concurrent registration in TCH 258, 260, and 264.

(Revised description)

**258 SOCIAL STUDIES METHODS
3 sem. hrs.**

Methods essential to effective grades 1-6 social studies instruction. Focuses on current directions, research, and individual needs of diverse student populations. Prerequisites: Elementary Education major only. Senior standing. TCH 208 and 209 taken within seven years. Concurrent registration in TCH 257, 260, and 264. Admission to Professional Studies.

TCH

(Revised description)

**292 EARLY CHILDHOOD EDUCATION CLINICAL I
3 sem. hrs.**

Early Childhood Education Clinical: includes satisfactory completion of clinical experiences in infant, toddler, and prekindergarten settings. Prerequisites: Early Childhood major and grade of C or better in TCH 210. All sections of State of Illinois Test of Academic Proficiency (TAP) passed. Concurrent registration in TCH 268, 271 and 273. Completion of TB Test and criminal background check.

(Revised description)

**293 EARLY CHILDHOOD EDUCATION CLINICAL II
3 sem. hrs.**

Early Childhood clinical includes satisfactory completion of clinical experiences in K-2 settings. Prerequisites: Concurrent registration in TCH 267, 276, and 314. Grade of C or better in TCH 271 taken within seven years. Completion of TB Test and criminal background check.

(Revised description)

**294 EARLY CHILDHOOD EDUCATION CLINICAL III
3 sem. hrs.**

Early Childhood clinical placement in K-2 setting. Clinical Experience: 50 hours. Prerequisites: TCH 293 taken within seven years; concurrent registration in TCH 274, 275, 277. Completion of TB Test; DCFS Health Form and criminal background check. Admission to Professional Studies.

(Revised description)

**334 ENGLISH LEARNERS IN THE MIDDLE LEVEL CLASSROOM
3 sem. hrs.**

This course provides methods and materials of teaching English Learners at the middle grade level. Includes satisfactory completion of clinical experience. Prerequisites: Middle Level Teacher Education majors only; TCH 130; or graduate standing.

(Revised description)

**390 MIDDLE LEVEL STRATEGIES AND RESOURCES
3 sem. hrs.**

Methods and materials for teaching-learning experiences at this school level; instructional strategies; classroom management; guidance techniques; and pupil evaluation. Includes satisfactory completion of clinical experiences. Prerequisites: Middle Level Teacher Education major only. TCH 233 taken within seven years; concurrent registration TCH 333 and 395. Admission to Professional Studies.

(Revised description)

**394 SPECIAL EDUCATION IN MIDDLE LEVEL SCHOOLS
3 sem. hrs.**

This course examines disability categories and characteristics, legal mandates, instructional methods, and appropriate modifications for MLE students. Includes satisfactory completion of clinical experiences. Formerly *TEACHING YOUNG ADOLESCENTS WITH DISABILITIES*. Also offered as SED 394. Prerequisites: Concurrent registration in TCH 233 and 296; Middle level major only.

(Revised description)

**396 MIDDLE LEVEL EDUCATION CLINICAL II
3 sem. hrs.**

In this course students will reflect upon field experiences in their major programs. Includes satisfactory completion of clinical experiences. Not for credit if had TCH 398 Professional Practice. Prerequisites: Concurrent registration in TCH 306, 333, and 395.

Reinstated Course:

MUS

356A01 INTRODUCTION TO ETHNOMUSICOLOGY
3 sem. hrs.

Introduction to the nature of ethnomusicological inquiry, history, key concepts, methods, and practitioners. Prerequisites: MUS 253 and 254, or equivalent.