

University Curriculum Committee
September 25, 2014

The University Curriculum Committee met Thursday, September 25 at 3:00 p.m. in the Provost's Conference Room, DBRY 200.

Members present:

Dr. Melinda Anderson	Dr. Robert Kissell
Dr. Curtis Armstrong	Dr. Roy Loutzenheiser
Dr. Julie Baker	Dr. Ted Pelton
Dr. Rita Barnes	LTC Stephen Peterson
Dr. Doug Bates	Dr. James Raymondo
Dr. Jeff Boles	Dr. Thomas Riley
Dr. Kristine Craven	Dr. Jeff Roberts
Ms. Edith Duvier	Dr. Joe Roberts
Dr. Kurt Eisen	Dr. Barry Steiin
Dr. Steve Frye	Dr. Mark Stephens
Dr. Mark Groundland	Dr. Doug Talbert
Dr. Mike Harrison	Dr. Jeremy Wendt
Ms. Brandi Hill	Ms. Janet Whiteaker
Dr. Bobby Hodum	Dr. Brenda Wilson
Dr. Sharon Huo	Ms. Jerri Winningham
Dr. Steve Isbell	Ms. Hannah Dugger
Dr. Wayne Johnson	Ms. Lydia Cantrell

Members absent:

Dr. Pedro Arce	Ms. Bedelia Russell
Mr. Ward Doubet	Dr. Liz Mullens
Dr. Ahmed Elsayy	Dr. Paul Semmes
Dr. Bahman Chorashi	Dr. Jennifer Shank
Dr. Allan Mills	Mr. Alex Martin
Dr. Ben Mohr	Ms. Maggie Wall
Dr. Richard Rand	Ms. Maggie Schaper
Dr. Mohan Rao	Ms. Sarah Stanley
Dr. Joseph Rencis	

Official representatives:

Ms. Beth Mannle for Ms. Galloway	Dr. John Shriner for Dr. Robinson
Dr. Bradley Bull for Dr. Geist	Dr. R. Natarajan for Dr. Wiant
Dr. Steve Smith for Dr. Killman	Mr. Bobby Adams for Mr. Wilson

Guests:

Ms. Denise Burgess	Ms. Julie Longmire
Ms. Amy Jared	Ms. Cari Williams

SUMMARY OF PROCEEDINGS

1. Approval of agenda as revised
2. Approval of March 20, 2014 minutes
3. Approval of course addition from the Department of Communication
4. Approval of course revision from the Journalism Program
5. Approval of course addition from the Department of History
6. Approval of course addition from the Department of Foreign Languages
7. Approval of course and catalog changes from the Department of Chemistry
8. Approval of course addition from the Department of Civil and Environmental Engineering
9. Approval of curriculum changes from the School of Human Ecology
10. Approval of course addition and changes from the School of Human Ecology
11. Approval of course addition and course prefix change from the School of Interdisciplinary Studies and approval to adopt RELS 2010 as a General Education Core Course.
12. Other Such Matters
 - a. Course Checklist
 - b. Concentration Name Changes
 - c. Discussion on preference of adding a November meeting to 2015-16 schedule
 - d. Approval of Procedure revisions
 - e. Appointment of subcommittee to review minimum required credit hours to be completed at TTU for a degree
 - f. Online Application for Graduation

PROCEEDINGS

1. Approval of Agenda as Revised

Dr. Cravens requested that the agenda be revised to add to Other Such Matters: e. Appointment of subcommittee to review the minimum required credit hours to be completed at TTU for a degree and f. Online Graduation Application.

Motion. Dr. Boles moved to approve the agenda as revised. The motion was seconded by Dr. Loutzenheiser and carried.

2. Approval of March 20, 2014 Minutes

Motion. Dr. Stein moved to approve the March 20, 2014 minutes as submitted. The motion was seconded by Dr. Frye and carried.

3. Approval of Course Addition from the Department of Communication

In a memorandum dated August 20, 2014, approval was requested for the following:

Course Addition:

JOUR 3740 Public Relations Writing Lec. 3, Credit 3

Prerequisites: JOUR 2200, 2220 and 3460. Public relations writing and publications. This course will examine how public relations practitioners effectively tailor messages to reach specific audiences with intended messages using various media.

Motion. Dr. Wilson moved to approve the addition effective Fall 2015. The motion was seconded by Dr. Eisen and carried.

4. Approval of Course Revisions from the Journalism Program

In a memorandum dated August 26, 2014, approval was requested for the following:

Course Revision:

From:

JOUR 3750 History of Journalism Lec. 3, Credit 3

Prerequisite: JOUR 2220

To:

JOUR 3750 History of Journalism Lec. 3, Credit 3

Prerequisite: JOUR 2200

Motion. Dr. Wilson moved to approve the revision effective immediately. The motion was seconded by Dr. Eisen and carried.

5. Approval of Course Addition from the Department of History

In a memorandum dated August 28, 2014, approval was requested for the following:

Course Addition:

HIST 4090/5090 20th Century U.S. Popular Culture Lec. 3, Credit 3

An examination of various themes and genres in 20th Century U.S. Popular Culture in the context of contemporary events.

Dr. Roberts requested that "upper division" be inserted before the words American history requirement in the first line under the CURRICULUM CHANGES.

Motion. Dr. Roberts moved to approve the addition effective Fall 2015. The motion was seconded by Dr. Talbert and carried.

6. Approval of Course Addition from the Department of Foreign Languages

In a memorandum dated September 12, 2014, approval was requested for the following:

Course Addition:

FLST 2520/3520 The Cultures and Peoples of North Africa Lec. 3, Credit 3

Prerequisite: None. This course is an introduction to the culture, politics, geography, diversity, arts, social structures, and history of Morocco, Algeria, and Tunisia. Credit will not be given for both FLST 2520 and FLST 3520

Motion. Dr. Groundland moved to approve the addition effective Fall 2015. The motion was seconded by Dr. Johnson.

INFORMATIONAL NOTE: FLST 2520/3520 have been submitted to the General Education Committee as a General Education Humanities course. Dr. Groundland stated that FLST 3520 should be removed from this request.

7. Approval of Course and Catalog Changes from the Department of Chemistry

In a memorandum dated August 28, 2014, approval was requested for the following:

Course Changes:

From:

CHEM 4991 - Introduction to Research Fall, Spring. Lab. 3. Credit 1.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

CHEM 4992 - Introduction to Research Fall, Spring. Lab. 6. Credit 2.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

CHEM 4993 - Introduction to Research Fall, Spring. Lab. 9. Credit 3.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

To:

CHEM 4991 - Undergraduate Research Fall, Spring. Lab. 3. Credit 1.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

CHEM 4992 - Undergraduate Research Fall, Spring. Lab. 6. Credit 2.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

CHEM 4993 - Undergraduate Research Fall, Spring. Lab. 9. Credit 3.

Prerequisite: Consent of instructor and departmental chairperson. Study in chemical research; to provide experience in the methodology of experimental investigation. (Maximum credit toward degree is four hours.) May not be repeated to improve grade.

Catalog Changes:

Edit the catalog entry describing certification by the American Chemical Society.

In item 3 of the entry describing the requirements for ACS Certification, which appears immediately before each of the curriculum concentrations in Chemistry, as shown below:

The student must take a minimum of three advanced courses chosen from: CHEM 3520, CHEM 4110 (5110), CHEM 4150 (5150), CHEM 4210 (5210), CHEM 4310 (5310), CHEM 4320 (5320), CHEM 4410 (5410), CHEM 4620 (5620), CHEM 4650 (5650), CHEM 4710 (5710), CHEM 4720 (5720), BIOL 4160 (5160), CEE 3410, GEOL 4711 (5711).

Remove the courses BIOL 4160 (5160), CEE 3410 and GEOL 4711 (5711) from the options in this list.

The new entry, in its entirety, should read:

A student in any chemistry concentration may attain certification by the American Chemical Society as determined by the Chemistry faculty. The Chemistry Department defines specific areas of certification including, but not restricted to, pure chemistry, biochemistry and environmental chemistry. The requirements for certification in these areas are outside the curricular requirements of the three major concentrations. To attain ACS-certification within one of the following concentrations, a student must complete the following minimum requirements:

1. The student must take MATH 1920.
2. The student must take CHEM 2010, CHEM 3510, CHEM 4520 (5520), CHEM 4610 (5610), and CHEM 4991. CHEM 3510 and CHEM 4520 (5520) may be substituted for CHEM 3500 and CHEM 3420, respectively, in curricula where the lower courses are required.
3. The student must take a minimum of three advanced courses chosen from: CHEM 3520, CHEM 4110 (5110), CHEM 4150 (5150), CHEM 4210 (5210), CHEM 4310 (5310), CHEM 4320 (5320), CHEM 4410 (5410), CHEM 4620 (5620), CHEM 4650 (5650), CHEM 4710 (5710), CHEM 4720 (5720).
4. The advanced courses above must include a minimum of three credit hours of laboratory including either CHEM 4150 (5150) or CHEM 4650 (5650).
5. Requirements for specific areas of certification can be obtained from the Chemistry Advisor.

Motion. Dr. Boles moved to approve the changes effective Spring 2015. The motion was seconded by Dr. Barnes and carried.

8. Approval of Course Addition from the Department of Civil & Environmental Engineering

In a memorandum dated September 17, 2014, approval was requested for the following:

Course Addition:

CEE 4850 (5850) Forensic Engineering Lec. 3, Credit 3

Prerequisite: CEE 4800 (CEE 4800 may be taken concurrently) and CEE 4310 or CEE 4320. Forensic case studies related to civil engineering.

Motion. Dr. Loutzenheiser moved to approve the addition effective Spring 2015. The motion was seconded by Dr. Talbert and carried.

9. Approval of Curriculum Corrections from the School of Human Ecology

In a memorandum dated June 24, 2014, curriculum corrections resulting from changes made at the March 20, 2014, meeting were requested for inclusion in the fall 2015 catalog. The corrections were allowed to be made during the summer 2014. These corrections are being presented for official committee approval.

Curriculum Changes:

Housing and Design Curriculum

From:

Elective credit 3 in Senior Year

To:

Elective credit 4 in Senior Year, total hours remains at 29 for senior year

Merchandising and Design Curriculum

From:

HEC Elective Credit 3., Sophomore Year

To:

No Elective Credit in sophomore year – delete HEC elective credit 3 in sophomore year; total hours for sophomore year remain at 34 hours

From:

Electives Credit 3 in Senior Year

To:

Electives Credit 1 in Senior Year, total senior year hours remain at 26 hours

Child Development and Family Relations Curriculum

From:

HEC Core Credit 6 in sophomore year, total hours 34

To:

HEC Core Credit 3 in sophomore year, total hours 31

From:

Note#2 HEC-CDFR students may select 6 credits from the HEC Core list of courses

To:

Note #2 HEC-CDFR students may select 3 credits from the HEC Core list of courses

Food, Nutrition & Dietetics Curriculum

From:

Elective Credit 1 in Junior Year, total hours 33

To:

Delete Elective Credit 1 in Junior Year, total hours 32

Family and Consumer Sciences Education Concentration

From:

Total hours: 30 in Freshman Year

To:

Total hours: 34 in Freshman Year and ADD: HEC 1300 Clothing Construction (3 credits) and HEC 1020 Social and Professional Etiquette (1 credit)

Food, Nutrition and Dietetics – Foodsystems Administration Option

From:

Freshman Year total hours 31

To:

Add UNIV 1020 and Add HEC 1005 to the Freshman Year, total hours 32

From:

Senior Year, Electives (5 upper division) Credit 5; total hours 29

To:

Senior Year, Electives (3 upper division) Credit 4; total hours 28; and Add HEC 3290 Nutrition through the Life Span (credit 3) and HEC 4940 Nutrition, Fitness & Wellness (credit 2)

Motion. Dr. Anderson moved to approve the changes. The motion was seconded by Dr. Loutzenheiser and carried.

10. Approval of Course Addition and Changes from the School of Human Ecology

In a memorandum dated September 11, 2014, approval was requested for the following:

Course Addition:

HEC 3565 End of Life Application for Children & Families Lec. 3. Cr.3.

Course Description:

Prerequisites: HEC 2065 and HEC 2200; junior or senior standing. End of life topics including loss, death, grief, and bereavement with focused application on children and families. Developmentally based psychosocial care.

Effective date: Fall 2015

Course Changes:

From:

HEC3500: Middle Childhood-Adolescent Development Credit 3

Prerequisite: HEC 2200, Minimum Grade of C

To:

HEC3500: Middle Childhood-Adolescent Development Credit 3

No prerequisite required

Effective Date: Spring 2015

From:

HEC3700: Young Adulthood-Aging Credit 3

Prerequisite: HEC 3500, Minimum Grade of B

To:

HEC3700: Young Adulthood-Aging Credit 3

Prerequisite: HEC major/Junior or Senior Classification

Effective Date: Spring 2015

From:

HEC 4600: Theories in Family Development & Relationships Credit 3

Prerequisite: HEC 3700: Young Adulthood-Aging, Minimum Grade of B Credit 3

To:

HEC 4600: Theories in Family Development & Relationships Credit 3

Prerequisite: HEC major/Junior or Senior Classification

Effective Date: Spring 2015

From:

HEC 1020 Social and Professional Etiquette Lec 1. Cr. 1.

Overview of acceptable behavior in business, social and family environments. The diversity in protocols among selected cultures will be examined.

TO:

HEC 1020 Social and Professional Etiquette Lec. 1. Cr.1.

Appropriate social and professional standards of behavior as applied to the family, community and workplace environments.

Effective Date: Spring 2015

FROM:

HEC 4000 Senior Seminar in Human Ecology Lec. 1. Cr. 1.

Prerequisite: Second semester junior or senior major in Human Ecology with 35 credits earned in Human Ecology. Presentation of topics that integrate public policy issues and scientific knowledge related to the subject matter areas that make up the discipline of human ecology.

TO:

HEC 4000 Senior Seminar in Human Ecology Lec. 1. Cr. 1.

Prerequisite: 35 credits earned in Human Ecology. Global interdependence, resource sustainability, use of technology, public policy and advocacy in a capstone project.

Effective Date: Spring 2015

FROM:

HEC 4990 (5990) Internship Credit 3,6,8,12

Prerequisite: Human Ecology major, department approval. Supervised work experience.

Application must be submitted to internship coordinator two semesters prior to internship semester.

See the HEC 4990 Internship Manual, Additional Information section, regarding criteria including student eligibility and responsibilities and work requirements for HEC Internships and Field Experiences.

TO:

HEC 4990 (5990) Professional Internship Credit 3,6,8,12

Prerequisite: Department approval. Minimum Overall GPA 2.5. Minimum grade of B in upper division Human Ecology courses. Supervised practical experience in a variety of professional settings.

Effective Date: Fall 2015

Motion. Dr. Anderson moved to approve the addition and changes effective as show above. The motion was seconded by Dr. Loutzenheiser and carried.

11. Approval of Course Prefix from the School of Interdisciplinary Studies

In a memorandum dated September 17, 2014, approval was requested for the following:

Course Prefix Change:

From:

LIST 2010 Introduction to Religious Studies Lec. 3, Credit 3

To:

RELS 2010 Introduction to Religious Studies Lec. 3, Credit 3

Motion. Dr. Frye moved to approve the change. The motion was seconded by Dr. Boles

Dr. Eisen requested that the proposal submitted via the General Education Committee (see below) to adopt the LIST 2010 Introduction to Religious Studies as a Gen Ed core course in the Humanities/Fine Arts be included in this motion. The General Education Committee had approved LIST 2010 with the caveat that the course designation be changed from LIST to RELS.

Proposal to adopt LIST 2010, Introduction to Religious Studies, as a General Education Core Course in the Humanities/Fine Arts.

LIST 2010 Lec. 3 Cr. 3

Introduction to the academic study of religion and the field of Religious Studies. Students will explore basic questions related to religion in a cultural, historical and personal context. In addition, the course will offer an overview of five major world religions: Buddhism, Christianity, Hinduism, Islam, and Judaism.

COURSE CHANGE:

This course, as approved by the University Curriculum Committee at its March 20, 2014, meeting, would be added to the approved TTU General Education core in Humanities/Fine Arts. The General Education Committee approved this course at its April 15 meeting and requested that the prefix of RELS be substituted for LIST to make clearer the subject matter of the course.

EFFECTIVE DATE, if approved by TBR:

Fall 2015

Dr. Eisen requested a friendly amendment to the motion to include the General Education proposal to adopt ~~LIST~~ RELS 2010 as a general education core course. The friendly amendment was accepted by Dr. Frye and Dr. Boles.

A vote was taken and the motion carried.

Approval of Course Addition from the School of Interdisciplinary Studies

In a memorandum dated September 17, 2014, approval was requested for the following:

Course Addition:

RELS 4093: Special Topics Lec. 3, Credit 3

Upper division level study in a specific religious studies topic not commonly found in a discipline on campus. May be repeated if topic is different. No more than 9 hours of RELS 4093 may be used for degree.

Motion. Dr. Frye moved to approve the addition. The motion was seconded by Dr. Talbert and carried.

Other Such Matters

a. Course Checklist

The course checklist was developed by Records to help reduce errors when entering data for the catalog. Special mention was made regarding "Attributes" which is used for Degreeworks to make sure there are no more than 24 hours of business for a major. It is also used for general education courses.

b. Concentration Name Change

Ms. Burgess requested that when concentration name changes be made they are to be effective the next fiscal year to avoid confusion on the student's part and in record keeping. In Degreeworks, it is not possible to make a name change during the year. Departments can submit a request to change the name of a concentration mid-year with an effective date of the following fiscal year.

c. Discussion of Adding a November Meeting to Next Year's Schedule

Dr. Huo asked the committee for its preference on adding a November meeting to next year's schedule. The topic is the result of some lengthy agendas during the fall semester.

There was a lengthy discussion with pros and con to adding another meeting. Two issues affecting a change included the university's shifting to year round scheduling and licensure issue in the College of Education.

The committee agreed to keep the current schedule of two meetings per semester for the time being.

d. Vote to Approve Procedure Revisions

The following revisions were requested for approval:

Revisions to section VI.

VI. MEETINGS:

- A. Regular meetings shall be scheduled during the months of September, October, February, and ~~April~~ March. The date and time for such meetings shall be included in the Administrative Calendar. At the discretion of the Chairperson, a meeting may be canceled or the date and time for the regular meeting may be changed if there is sufficient reason to warrant such action.
- B. Any member may submit items to the Chairperson for inclusion on the agenda.
 1. Items such as course additions, deletions, or changes shall be submitted to the members no later than one week prior to the meeting.
 2. Major proposals, such as major changes in the curricula, new curricula, or significant administrative changes, shall be submitted to all members not later than three weeks prior to the meeting.
 3. Non-substantive catalogue changes, such as ~~number changes~~, minor changes in course description, etc., need not be submitted to the Curriculum Committee for action, but may be sent directly through the Dean of the School or College to the Vice President for Academic Affairs for distribution; however, an information copy of all such changes shall be sent to all members of the Curriculum Committee with the heading "NON-SUBSTANTIVE CHANGES" at least one week prior to the meeting. Such changes will be considered to have the endorsement of the Committee unless a member requests that an item so marked be placed on the agenda.
- C. The agenda shall be adopted at the beginning of each meeting by a two-thirds majority of those present.
- D. The Chairperson may call a special meeting when he/she deems such action desirable.
- E. Two-thirds of the members of the Committee shall constitute a quorum.

Motion. Dr. Huo moved to approve the Procedures as revised. The motion was seconded by Dr. Loutzenheiser and carried

e. Appointment of Subcommittee to Review Minimum Required Hours to be Completed at TTU for a Degree

The Department of Sociology and Political Science has submitted a proposal for the October 30 meeting to eliminate the policy requiring students transferring more than 60 hours from a community college to take at least 60 hours from a four-year institution in order to graduate.

Prior to the proposal being presented at the October meeting, Dr. Huo has appointed a subcommittee to review the minimum required credit hours to be completed at TTU for a degree. The subcommittee is comprised of Dr. Raymondo, chairperson; Ms. Galloway; Dr. Loutzenheiser; and Ms. Burgess. Additional members from the colleges of Education, Agriculture and Human Ecology, Nursing, and Interdisciplinary Studies will be added to the membership.

The subcommittee will present their findings at the October 30th meeting.

f. Online Graduation Application

Ms. Burgess stated that she and Ms. Winningham have been working for some time toward an online graduation application. The major stumbling block to the online application has been that there is no place for an advisor's signature, which is on the current Tech graduation application. The online application would significantly streamline the process and reduce the number of late applications.

After much discussion, Dr. Hodum stated he would like to proceed with the online graduation application, without an advisor's signature. Departments can work thru their academic deans and Dean's Council to supply feedback once it is in place.

Faculty Credentials Committee – Dr. Armstrong announced that the data has been submitted for the company's upload and requested that nothing be added to the system until that data has been finalized.

Dr. Hodum introduced Dr. Julie Longmire who is the new Director of Advisement Services and who will be working with the 30 plus academic advisors on campus.

The meeting adjourned at 4:30 p.m.