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Kutztown University Curriculum Committee

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UCC Minutes November 30, 2017

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**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of November 30, 2017

J. Vafeas called the meeting to order stating that there was a quorum.

PRESENT: Amandamae Baettcher, Ellesia Blaque, Sue Czerny, Denise Darrah, Yongjae Kim, Karen Kresge, Roseanne Perkins, Todd Rober for Heather Fountain, Cristen Rosch, Margaret Simons, Abdul Sraiheen, John Stanley, John Vafeas, Carole Wells

ABSENT:

ALSO IN ATTENDANCE: Bernadette Bamberger, Janice Cherekoff, Jason Crockett, Deborah Duenyas, Mary Eicholtz, Moe Folk, Jennifer Forsyth, Bethany French, Joe Harasta, Deryl Johnson, Amy Lynch-Biniak, Kevin Mahoney, Louise Male, Brian Meares, Amy O'Brien, Carissa Pokorny-Golden, John Ronan, Peg Speirs, John Ward, and Anne Zayaitz

GENERAL ANNOUNCEMENTS

J. Vafeas stated that there will be a continuation meeting if needed on Thursday, December 7, 2017, in SUB 223 (the Formal Dining Room) at 11 a.m.

J. Vafeas stated that the Old Business section of the Agenda will be addressed at the beginning of the continuation meeting on December 7, 2017, in order to provide ample time for discussion of the General Education items today.

J. Vafeas also noted that COE 18019, COE 18020, and COE

MINUTES

It was moved by K. Kresge, and seconded by D. Darrah, to approve the minutes from Oct. 26 and Nov. 2, 2017. MOTION PASSED.

NEW BUSINESS

General Education

Current #: GEC 18001 (formerly LAS 18045)
Course: New Course: FYS 100, First Year Seminar, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: M. Eicholtz and J. Stanley were present to speak to this proposal. M. Eicholtz noted that the goal is to get students excited about intellectual curiosity. D. Darrah asked when the Gen Ed committee expects courses to go through and begin, and M. Eicholtz responded that the Gen Ed committee expects to see the first courses to go through in January for Fall 2018, and the committee's target is to have 1/3 to 1/2 of first year students in Fall

2018 taking a FYS course. After that, the Gen Ed committee would like courses submitted 3 semesters out for approval, so that faculty and administration know well ahead of time that they are on the schedule. E. Blaque had a question about the requirement in the course objectives the professors address “personal financial management”, and was concerned about professors facing legal liability for teaching subject matter they are not proficient in (for example: an English professor teaching Finance). M. Eicholtz noted the Gen Ed committee envisions this as being part of several subject areas that have common, generalized information available to the students through D2L, such as how to assimilate in an academic setting, and how to deal with a roommate, among others, and that these would be addressed by the professors at their own comfort level. K. Kresge noted the language of that section does say “such as” and list multiple topics, including personal financial management, and said she would understand that to be one of several topics to choose from, and not that every individual one needs to be addressed. D. Johnson suggested changing “personal financial management” to read “financial literacy”, so that it can’t be confused as individualized financial planning; both E. Blaque and M. Eicholtz agreed with this change. J. Stanley noted that the Gen Ed committee is already discussing and working out the submission process of items to submit courses for Fall 2018. K. Mahoney voiced concerns about the overlaps of goals in FYS courses with current courses in Speech, Composition and other first-year writing courses, and sees it as a clear long-term goal of consolidation and reorganization of departments which would jeopardize faculty positions. He asked for reassurances that this would not happen. M. Eicholtz responded that in the long list of things to accomplish in this course, the goal is not for students to attain complete competency in these subject areas, but to have their first exposure to it. This is a discovery course, and the intention is not to replace Speech or Composition courses that currently exist, but to give students a first taste of these topics so they can be a little more prepared and have a greater chance of success when they do take a Speech or Composition course. A. Lynch-Binieck was concerned about using the verb “demonstrate” as part of the course objectives, since students at the end of this would not be expected to fully be able to demonstrate competency in all areas. A. Lynch-Binieck recommended changing “demonstrate” to “practicing”, and K. Kresge commented that she thought that was an excellent idea and an attainable goal.

It was moved by K. Kresge, and seconded by Y. Kim, to consider and approve this proposal. The committee voted by secret ballot as follows: 9 yeses, 1 nos, and 0 abstentions. MOTION PASSED.

Current #: GEC 18002 (formerly LAS 18046)
Course: Program Revision: General Education Program, Fall 2018
Proposal: Change in university policy, change in general education program requirements, change in general education program electives, and change in general education program total credit hours.
Comments: M. Eicholtz and J. Stanley were present to speak to this proposal. M. Eicholtz noted the General Ed. Committee has worked hard on revising the General Education program, including the Assessment plan. They like that it is a dynamic program and enables continual annual evaluation and revision of the program, and that it is an opportunity for departments to thing out the box to help students. T. Witryk asked for clarification: what

if students need particular courses for their major (in reference to sections 2B, 2C, and 2D), and M. Eicholtz responded that it limits only the prefix of the major, so students could take a different prefix. K. Mahoney addressed a question to C. Wells as the management representative about departments and the long-term allocation of resources in the curriculum. C. Wells noted the question should be addressed to A. Zayaitz who was present, and A. Zayaitz responded that this would be good for the departments, and open more opportunities for free electives and interdisciplinary work, since the program will not be so rigid as to keep students boxed up. K. Mahoney asked again about department allocation, and A. Zayaitz noted that the university will need to see how it works before we see the exact impact, but she hopes it would allow for change to occur over time, and reiterated that she does not believe it will lead to a reduction in tenure lines, but may affect temporary faculty lines. A. Zayaitz stated to the committee that it is the hope that having a General Education model like this that it will be easier for students to navigate and will help to increase retention rates among students. A. Zayaitz noted that if the overall population of students goes down, it would affect everyone's job, not just faculty.

It was moved by A. Sraiheen, and seconded by C. Rosch, to consider and approve this proposal. The committee voted by secret ballot as follows: 6 yeases, 3 nos, and 1 abstention. MOTION PASSED.

NEW BUSINESS

College of Liberal Arts & Sciences

Current #: LAS 18006
Program: Program Moratorium: PA German Minor, Fall 2018
Proposal: Change in program status to place in moratorium.

It was moved by C. Rosch, and seconded by Y. Kim, to consider and approve this proposal. MOTION PASSED.

Current #: LAS 18007
Program: Program Moratorium: Interdisciplinary German Major, Fall 2018
Proposal: Change in program status to place in moratorium.

It was moved by T. Rober, and seconded by K. Kresge, to consider and approve this proposal. MOTION PASSED.

Current #: LAS 18024
Program: Program Revision: Philosophy Program, Spring 2018
Proposal: Change in concomitant program electives.
Comments: C. Wells had a question about the ability of the university to implement this change for the requested effective date of Spring 2018, since that deadline had passed in October 2017. There was no one from the department to speak to this proposal or answer questions for the committee.

It was moved by K. Kresge, and seconded by Y. Kim, to consider and approve this proposal. It was moved by S. Czerny, and seconded by K. Kresge, to table this proposal. MOTION PASSED.

Current #: LAS 18027
Course: Course Revision: SOC 160, Sociological Analysis/Sociological Imagination, Fall 2018
Proposal: Change in course title.

It was moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve this proposal. MOTION PASSED.

Current #: LAS 18028
Course: Course Revision: SOC 165, Social Inequity, Summer I 2018
Proposal: Change in course title and change in course number.
Comments: J. Crockett was present to speak to this proposal. T. Witryk asked if the effective date of Summer I 2018 had passed deadline yet, and J. Crockett noted that the course is scheduled for Summer 2018 under the old listing, and the department would like the change to occur in time for it to go into effect for that semester. S. Czerny noted that the deadline for Summer semesters is March 1, and C. Wells asked where the deadlines are written.

It was moved by K. Kresge, and seconded by E. Blaque, to consider and approve this proposal. C. Wells voted no, and A. Sraiheen abstained. MOTION PASSED.

Current #: LAS 18034
Course: New Course: ENG 146, Ireland's Literary Landscape, Summer I 2018
Proposal: addition of a new course to the Master Course Listing.
Comments: A. Lynch-Binieck was present to speak to this proposal. It was noted this proposal also requested Summer I 2018 for an effective date. C. Wells stated she thought it should be a selected topics course, since it can only be taught in Ireland on the study abroad. E. Blaque stated her department is planning to run the study abroad trip to Ireland every year, and run this course each time; D. Darrah then stated that it could not be a selected topics course knowing this, since those can only be taught twice. It was noted that the credit hours were not listed on the syllabus, and E. Blaque stated it should be 3 credit hours.

It was moved by Y. Kim, and seconded by K. Kresge, to consider and approve this proposal. MOTION PASSED.

ADJOURNMENT

J. Vafeas declared the meeting in recess until Thursday, Dec. 7, at 11 am in MSU 223, the Formal Dining Room.

**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of November 2, 2017

J. Vafeas called the meeting to order stating that there was a quorum.

PRESENT: Amandamae Baettcher, Sue Czerny, Denise Darrah, Soojin Kim for Yongjae Kim, Karen Kresge, Roseanne Perkins, R. Todd Rober for Heather Fountain, Cristen Rosch, Margaret Simons, Abdul Sraiheen, and John Vafeas

ABSENT: Ellesia Blaque, John Stanley, Carole Wells and Graduate Faculty Representative

ALSO IN ATTENDANCE: Deborah Duenyas, Bethany French, Diane King, Deb Lynch, Peg Speirs

OLD BUSINESS

Current #: COE 17160
Course: Program Revision: SPU Program Changes, Spring 2018
Proposal: Change in major program requirements.
Comments: Updates were provided to the committee, with recommended changes.

It was moved by K. Kresge, and seconded by S. Kim, to consider and approve this proposal. **MOTION PASSED.**

Current #: COE 17161
Course: Program Revision: SPU VI Program Changes, Spring 2018
Proposal: Change in major program requirements.
Comments: Updates were provided to the committee, with recommended changes.

It was moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve this proposal. **MOTION PASSED.**

Current #: LAS 18023
Course: New Program: Data Analytics Certificate, Fall 2018
Proposal: Addition of a new certificate program.
Comments: This item remains tabled, awaiting a formal process and procedure for certificate programs.

Current #: LAS 18026
Course: Omnibus Course Revision: Omnibus Political Science Course Name Changes, Fall 2018
Proposal: Omnibus change in course titles.
Comments: No new information received, this item remains tabled.

Current #: LAS 18031
Course: New Program: Geospatial-Information Technology Certificate, Fall 2018
Proposal: Addition of a new certificate program.
Comments: This item remains tabled, awaiting a formal process and procedure for certificate programs.

NEW BUSINESS

College of Liberal Arts & Sciences

Current #: LAS 18035
Course: New Course: ENG 171, Friendship in Western Cultural Texts, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.

It was moved by Y. Kim, and seconded by K. Kresge, to consider and approve this proposal. MOTION PASSED.

Current #: LAS 18036
Course: New Course: CMP 100, Effective Composition, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: E. Blaque was present to speak to this proposal. The new prefix is to help the course fit the new General Education model. D. Darrah asked what this course will be replacing, and E. Blaque stated that it will eventually replace ENG 023, but that course will still be running for now. S. Czerny noted that instead of checking course replaces an existing course box, that the checksheet should have the linked for repeat purposes box checked. E. Blaque agreed.

It was moved by K. Kresge, and seconded by E. Blaque, to consider and approve this proposal. MOTION PASSED.

The following proposals were moved by S. Kim, and seconded by A. Sraiheen, to consider and approve as a block. MOTION PASSED.

LAS 18037 New Course: PRS XXX, Public Relations Research, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted that these proposals have issues that need to be addressed outside of the formal UCC meeting, and recommended the committee table them until this can be accomplished.

LAS 18038 New Course: PRS XXX, Public Relations Internship, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted that these proposals have issues that need to be addressed outside of the formal UCC meeting, and recommended the committee table them until this can be accomplished.

LAS 18039 New Course: PRS XXX, The Agency Experience, Part One, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted that these proposals have issues that need to be addressed outside of the formal UCC meeting, and recommended the committee table them until this can be accomplished.

LAS 18040 New Course: PRS XXX, The Agency Experience, Part Two, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted that these proposals have issues that need to be addressed outside of the formal UCC meeting, and recommended the committee table them until this can be accomplished.

LAS 18041 New Program: Bachelor of Arts in Public Relations, Fall 2018
Proposal: Addition of a new major program.
Comments: J. Vafeas noted that these proposals have issues that need to be addressed outside of the formal UCC meeting, and recommended the committee table them until this can be accomplished.

Current #: LAS 18042
Course: New Course: SWK/SOW 779, Independent Study in Doctoral Social Work, Summer I 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas was present to speak to this proposal. J. Vafeas noted that the prefix should be corrected to SWK/SOW. A. Srarheen asked how different this course is to others in the program. J. Vafeas stated it doesn't have length for a dissertation.

It was moved by K. Kresge, and seconded by S. Kim, to consider and approve this proposal. MOTION PASSED.

Current #: LAS 18043
Course: New Course: BIO 021, Kitchen and Backyard Biology, Fall 2018
Proposal: Addition of a new course to the Master Course listing.
Comments:

It was moved by K. Kresge, and seconded by S. Kim, to consider and approve this proposal. MOTION PASSED.

College of Visual & Performing Arts

Current #: VPA 18052
Course: New Course: MUS 199, Songwriting, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: S. Czerny noted that the library is working with the department regarding resources.

It was moved by D. Darrah, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Current #: VPA 18054
Course: New Course: MUU 580, Independent Study: Music Education, Fall 2018
Proposal: Addition of a new course to the Master Course listing.
Comments: J. Vafeas recommended changing the prerequisite to read students accepted into the M.Ed. program, not just into any graduate program. K. Kresge stated this was discussed at the college curriculum committee level, and it is pending discussion with the department, but they may wish to make it available to other graduate program majors.

It was moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Current #: VPA 18060
Course: New Course: MUU 545, Musician Health and Performing Arts Medicine for Musicians, Summer I 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted the same prerequisite concern as in VPA 18054.

It was moved by K. Kresge, and seconded by S. Kim, to consider and approve this proposal. MOTION PASSED.

Current #: VPA 18062
Course: New Course: MUU 560, Advanced Woodwind Pedagogy, Summer I 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas noted the same prerequisite concern as in VPA 18054.

It was moved by K. Kresge, and seconded by C. Rosch, to consider and approve this proposal.
MOTION PASSED.

College of Business

Current #: COB 17010
Course: New Course: SPT 333, Principles of Strength and Conditioning, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: S. Kim was present to speak to this proposal.

It was moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Current #: COB 17012
Course: Course Revision: SPT 236, Personal Selling in Sport, Fall 2018
Proposal: Change in course prerequisites.
Comments: S. Kim was present to speak to this proposal.

It was moved by K. Kresge, and seconded by C. Rosch, to consider and approve this proposal.
MOTION PASSED.

College of Education

The following proposals were moved by D. Darrah, and seconded by K. Kresge, to consider and approve as a block. MOTION PASSED.

COE 18007 Program Revision: B.S. in Special Education – Education Studies Track, Summer I 2018
Proposal: Change in program eligibility requirements
Comments: D. King and D. Lynch were present to speak to this proposal. D. Darrah requested that the effective date be changed from Fall 2018 to Summer I 2018. D. King stated that there are students in the program now who would benefit from this change so they can graduate on time. D. King also stated that non-certification programs are not regulated by the Pennsylvania Dept. of Education (PDE), and having this change would allow students who have a minimum university-required GPA to graduate on time, even though they would not receive a certification from PDE. The committee agreed to change the effective date from Fall 2018 to Summer I 2018.

COE 18011 Program Revision: B.S. in Special Education Visual Impairment Education Studies Track, Summer I 2018
Proposal: Change in program eligibility requirements
Comments: D. King and D. Lynch were present to speak to this proposal. D. Darrah requested that the effective date be changed from Fall 2018 to Summer I 2018. D. King stated that there are students in the program now who would benefit from this change so they can graduate on time. D. King also stated that non-certification programs are not regulated by the Pennsylvania Dept. of Education (PDE), and having this change would allow students who have a minimum university-required GPA to graduate on time, even though they would not receive a certification from PDE. The committee agreed to change the effective date from Fall 2018 to Summer I 2018.

Current #: COE 18008
Course: New Course: SEU 430, Mathematics Instructional Methods, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.

It was moved by K. Kresge, and seconded by C. Rosch, to consider and approve this proposal.
MOTION PASSED.

Current #: COE 18009
Program: Program Revision: Secondary Education Program Update, Fall 2018
Proposal: Change in major program requirements.

It was moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Current #: COE 18010
Course: Program Revision: Secondary Education Graduate Program Update, Fall 2018
Proposal: Change in major program requirements.

It was moved by K. Kresge, and seconded by C. Rosch, to consider and approve this proposal.
MOTION PASSED.

Current #: COE 18012
Course: New Course: COU 510, Diagnosis and Treatment in Counseling, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: D. Duenyas was present to speak to this proposal.

It was moved by K. Kresge, and seconded by C. Rosch, to consider and approve this proposal.
MOTION PASSED.

Current #: COE 18013
Course: New Course: COU 565, Human Growth and Development, Fall 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: D. Duenyas was present to speak to this proposal.

It was moved by D. Darrah, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Current #: COE 18014
Course: New Course: COU 521, Neuroscience for Counselors, Summer I 2018
Proposal: Addition of a new course to the Master Course Listing.
Comments: D. Duenyas was present to speak to this proposal.

It was moved by D. Darrah, and seconded by K. Kresge, to consider and approve this proposal.
MOTION PASSED.

Distance Education Offerings

The following proposals were moved by A. Sraiheen, and seconded by K. Kresge, to consider and approve as a block. MOTION PASSED.

COB 17013 Distance Education Offering: ECO 360CD, International Trade and Finance, Summer I 2018
Proposal: Request to offer course via Distance Education.

LAS 18051 Distance Education Offering: AST 42, Stars, Galaxies & Black Holes, Summer I 2018
Proposal: Request to offer course via Distance Education.

VPA 18070 Distance Education Offering: CDE 516, Graduate Communication Design Studio, Spring 2018
Proposal: Request to offer course via Distance Education.

ANNOUNCEMENTS

College of Education

COE 18019 New Program: Online Instruction Endorsement, Spring 2018

COE 18020 New Program: Instructional Coaching Endorsement, Spring 2018

COE 18021 New Program: Stem Education Endorsement, Spring 2018

Selected Topics Courses

LAS 18044 Selected Topics in History: HIS 072, From Salem to Hogwarts: The Supernatural in American History and Culture, Fall 2018

VPA 18070 Selected Topics in Communication Studies: COM 300, Social Media & Surveillance, Spring 2018

ADJOURNMENT

Bethany G. French, Recording Secretary

Susan G. Czerny, Secretary

Date

Date

12-17-2017