

CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

Date: March 7, 2014
Presiding: Mara Mooney (Chair)
Present: Mary Lamb, George Nakos, Leon Prieto, Rebecca Gmeiner, Kathryn Kemp, Kara Mullen, Susan Hornbuckle, Adam Kubik, Charlie Harris, Dina Swearngin, Dee Tanner, Augustine Ayuk, Mara Mooney, Sandra Jones, Scott Bailey
Visitors: Barbara Goodman, Nasser Momayezi, Vangela Humphries, Rafik Mohamed
Not Present: Randall Gooden, Lois Manning-Burke, Robert Vaughan, David Williams
Recorder: Sandra Jones

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	<p>Mara Mooney called meeting to order at 12:00.</p> <ul style="list-style-type: none"> • Augustine Ayuk asked that the February minutes be modified to show he made a motion on one of the proposals. • Motion to accept minutes from February with edit was made and seconded. 	<u>Minutes from February 14, 2014 were approved by the committee.</u>
OLD BUSINESS	There was no old business.	
NEW BUSINESS	<p><u>College of Arts & Sciences/Dept. of Interdisciplinary Studies</u></p> <ul style="list-style-type: none"> - Course modification: INTE 4500 Integrative Studies Capstone - New course: BALS 4500 Liberal Studies Capstone <p>Vangela Humphries visited to discuss these proposals and said: We are in need of a capstone class for IS/LS. In 2008, the capstone was discontinued for the IS in favor of the internship, which is required for all students. We've revised our student outcomes, so the internship by itself cannot assess data, so we need the capstone course as well. It is 100% online. One key thing it will strengthen our assessment plan and solidify the degree. Many programs at CSU have both the capstone and internship. Other institutions also offer this. They are requesting reinstatement for IS, new course for LS. It is the same class. Replaces an elective, is a required course.</p>	<p>Susan Hornbuckle moved to table the proposals and Kay Kemp seconded.</p> <p><u>UCC approved tabling the course modification proposal for INTE 4500 Integrative Studies Capstone and the new course proposal for BALS 4500 Liberal Studies Capstone</u> until the Dept. of Interdisciplinary Studies can present additional information about faculty availability to teach the course or finding other alternatives.</p>

	<p>Kara Mullen asked what type of topics the senior papers would cover. V. Humphries said the papers would be case analysis from topics of their interest. Different topic for each student. LS would depend on the minor. IS can go outside of A&S.</p> <p>Becky Gmeiner pointed out the proposal states that we do not have a faculty member for this course. Asked what happens if the course is in the catalog, how do we recover? What is plan B if we don't get another faculty? Rebecca said if you say you are offering x,y,z, you have to have it covered – you can absorb in another class. We end up subbing for that course.</p> <p>There was also a question about whether it's typical to combine the internship with the capstone into a single course. Ms. Humphries said that she thought this is done in psychology but a UCC member said it is not.</p> <p>Mary Lamb asked if we could table the proposal until we have more information from the Dept. of Interdisciplinary Studies about faculty availability or other options for these courses.</p>	
	<p><u>College of Arts & Sciences</u> - Cluster and Badge Proposal: Badge in Professional Writing Proficiency</p> <p>Dr. Barbara Goodman presented this proposal. The President of CSU has approached many of the colleges about exploring badges and clusters. Their proposal is a badge in professional writing. We already offer the courses, so students can get the badge to demonstrate professional writing (not to be confused with a grade for credit). Badges are big in other universities, such as Purdue, which offers many. For the proposed badge in professional writing proficiency, students would have to pass:</p> <ul style="list-style-type: none"> • A grammar/skills test, and • Professional and Technical Writing (ENGL 3900) course, and • Either Professional Editing (ENGL 3910) or Writing for Digital Media (CMS 3710), and 	<p>Kay Kemp made a motion that we vote on general committee support of a badge in professional writing proficiency, and express the hopes to see it put into action. Susan Hornbuckle seconded.</p> <p><u>UCC moved that we support the future implementation of badges.</u></p> <p>Becky reiterated that the university cannot issue these types of “achievements” without some sort of official record-keeping in place first.</p>

	<ul style="list-style-type: none"> • Either Argumentative Writing (ENGL 3220), Advanced Non-Fiction writing (ENGL 4320) or Advance Composition (ENGL 3212), which would be determined by where a student’s writing interests lie. <p>All courses could be online, seated, or a combination of both. A badge is different from a minor because it allows interdisciplinary courses.</p> <p>Becky asked whether there is a plan for documentation and validation. Mary Lamb said it is not curricular; it doesn’t go on a transcript and probably doesn’t need to get UCC approval but they were presenting the badge to seek the committee’s support of badges as a concept for CSU. Dr. Goodman said the President and Provost were doing research on Becky’s question.</p> <p>Dean Momayezi said we want to demonstrate that student have skills.</p> <p>Becky said Banner was not capable of handling this; it would have to go on the transcript. They are not part of an academic transcript, so we would have to find another vehicle. If we are going to offer badges, we will need to have a way to record. Can’t give certificates without maintaining records.</p>	
	<p><u>College of Arts & Sciences/Dept. of Natural Sciences</u> Proposal to increase options for course delivery methods in:</p> <ul style="list-style-type: none"> - BIOL 2250 Microbiology for Health Sciences (add asynchronous instruction as possible course delivery method) - SCI 1901F Selected Topics in Science – Forensics (add asynchronous instruction) - BIOL 1151 Human Anatomy and Physiology I (add asynchronous instruction) - BIOL 1152 Human Anatomy & Physiology II (add asynchronous instruction) - BIOL 3200 Cell Biology (add asynchronous instruction and independent study) - BIOL 3550 Tropical Ecology (add asynchronous instruction and independent study) 	<p>Mary Lamb moved to pass as a package. The motion was seconded.</p> <p><u>UCC passed the package, allowing codes to be applied to the following courses to allow them to be offered in alternate formats:</u> BIOL 2250 Microbiology for Health Sciences, SCI 1901F Selected Topics in Science – Forensics, BIOL 1151 Human Anatomy and Physiology I, and BIOL 1152 Human Anatomy and Physiology II to be offered online; <u>and</u> BIOL 3200 Cell Biology, and BIOL 3550 Tropical Ecology to be offered online AND as independent study.</p>

	<p>Susan Hornbuckle presented this proposal. The Dept. of Natural Sciences would like to have the option to offer BIOL 2250, SCI 1901F, BIOL 3200, BIOL 1151, and BIOL 1152, online. They are approved for lecture only. Need a Banner code approved to do that. They are also proposing that BIOL 3550 Tropical Ecology and BIOL 3200 Cell Biology –be offered online AND have the option to offer as independent study.</p> <p>No labs will be offered online, just lecture.</p> <p>Mary asked how the courses would be offered independently. Susan said this would be a one on one, but a section would not have to be offered. Tropical Ecology is for study abroad.</p> <p>Becky said a lot of missing codes got identified in preparations for the SACS review. This proposal is for cleanup/housekeeping.</p>	
	<p><u>College of Arts & Sciences/Dept. of Interdisciplinary Studies</u></p> <p>- New course & cross-list: TECH 3713 Work & Society/SOCI 3713 Supervision for the Workplace</p> <p>Dr. Rafik Mohamed presented this proposal. The course will address how cultural values and social institutions affect and define work. The same course will serve two different populations, students in the BAS and those in the Sociology programs. BAS program accepts credits from technical colleges, and has over 200 enrolled students. Also speaks to the Sociology students. Could be decoupled at any time if need be.</p> <p>Becky mentioned equivalent courses. She said they could be taken twice, and the second grade would replace the first grade. You have to list as equivalents in Banner. If a student decides to change majors, but took the course under the other major, they have to be equivalent. If students take one way, and it needs to be another way, it creates issues. Why don't we call it one thing and teach it one way?</p>	<p>A motion to approve courses with the following changes was made and seconded:</p> <ol style="list-style-type: none"> 1. Title both courses Work & Society 2. Add language at the end of the course descriptions about not taking the course more than once with a different letter prefix and trying to use it as two separate courses so that students are not confused and try to take both for credit 3. In the Equivalency section of the BCAS forms - For SOCI put the TECH course and for TECH put the SOCI course <p><u>The new course proposals for the cross-listed courses, TECH 3713/SOCI 3713 Work & Society, were approved with the above changes.</u></p>

	<p>Dr. Mohamed wasn't certain if we could list TECH under SOCI degree because they don't typically count as credit in other degrees. While he sees the advantage of a TECH major having a SOCI class, it wouldn't necessarily work the other way.</p> <p>Dr. Mohamed asked if we did not indicate that it is cross listed (just do that in Banner). The TECH students would only be looking at TECH, the SOCI students only SOCI but it's not technically possible to do the schedule that way. Becky said they need to be made equivalent to prevent these issues.</p> <p>Susan suggested students might take both and want credit for both. It was also suggested that the two different course names create confusion and that both courses should have the same title.</p> <p>If cross-listing is not favored, Mara asked whether the course could just be labeled with a SOCI prefix but Dr. Mohammed thinks that might be a SACS issue because Dr. Christie Burton in the BAS program is not degreed to teach a SOCI course.</p>	
	<p><u>College of Business</u> Because the committee had extra time at the end of the meeting, it was able to review a proposal that had been submitted by George Nakos earlier in the week and presented by him at the meeting:</p> <p>Course prerequisites modification: MGMT 3520/MKTG 3520 Negotiation and Conflict Management Proposal to remove MGMG 3101 and MKTG 3101 as pre-requisites and to add a requirement that students be junior or senior level to enroll in the course.</p> <p>Course prerequisites modification: BUSA 3700 Business Ethics and Corporate Social Responsibility Proposal to remove MGMT 3101 as a pre-requisite and to add a requirement that students be junior or senior level to enroll in the course.</p>	<p>Kay made a motion to approve. Kara seconded. Motion to remove pre-reqs from MKTG and BUSA 3700 and modify to require junior and senior status only for these courses.</p>

	Some students outside of the College of Business have an interest in taking these courses as electives, and the professors in the College of Business do not feel like the pre-reqs currently in place are necessary; a student standing of junior or senior is a more appropriate restriction.	
	<u>College of Arts & Sciences/Dept. of Humanities</u> - New course: FREN 4800 Special Topics in French	Joe Johnson contacted Mara prior to the meeting to table the proposal until April; he will present it at that time.
<i>Upcoming Meeting Reminder</i>	<ul style="list-style-type: none"> • Next Meeting: April 11, 2014 at 12 noon 	
ADJOURN	<ul style="list-style-type: none"> • Motion to adjourn was made and seconded • Meeting adjourned at 1:05 	

Next Meeting: Friday, April 11, 2014 at 12:00 p.m. University Center (UC) Foundation Board Room