

**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of March 26, 2020

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

PRESENT: Sue Czerny, Jennifer Forsythe, Soojin Kim, Roseanne Perkins, Todd Rober, Cristen Rosch, Abdul Sraiheen, John Vafeas, Carole Wells.

ALSO IN ATTENDANCE: Dan Blanchard, Lisa Brennan, Jasmine Jones, Erin Kraal, Brian Meares, Amber Pabon, Julie Palkendo, Jacob Sewall, George Sirrakos, John Stanley, Ted Witryk.

GENERAL ANNOUNCEMENTS

J. Vafeas stated that there will be a continuation meeting if needed on Thursday, April 2, 2020 via Zoom at 11 a.m.

J. Vafeas asked the committee to reorder the agenda. LAS 20291 is a Gen Ed announcement and not new business for the College of LAS. It was moved by A. Sraiheen, and seconded by T. Rober, to approve the reordering of the agenda. MOTION PASSED.

J. Vafeas also asked the committee to consider an emergency proposal from the College of Education, COE 2062 that came in after the deadline and was asked to be added to this agenda. It was moved by A. Sraiheen and seconded by T. Rober to consider adding this proposal to the agenda. G. Sirrakos spoke to the nature of the emergency of adding this proposal. He stated the proposal was submitted late due to absences at the last CCC meeting and they didn't get to the uploading phase to sharepoint. The person responsible for uploading wasn't able to do it remotely. This is similar to past proposals the committee has seen for methods in English, Math, and Language. G. Sirrakos said it's a move for our graduate program for a few reasons. One is enrollment. They had a course in the graduate program SEU 420, and a 300 course in the undergrad program. They were struggling to meet enrollment requirements in both courses often. The graduate program is a general methodologies course, so as a department they believed it was best to take apart the general courses and offer those students the opportunities to take subject specific methodologies courses that they would need to be successful teachers in their respective content areas. This is the last proposal to complete that work.

J. Vafeas put it to the committee for a vote to add it to the agenda. MOTION PASSED.

MINUTES

It was move by T. Rober, and seconded by A. Sraiheen, to approve the minutes from February 27, 2020. MOTION PASSED.

OLD BUSINESS

NONE

NEW BUSINESS

College of Education

Current #: COE 2062
Course: Course Revision: SEU 4XX Social Studies Methods for Middle and High School, Fall 2020
Proposal: Change in number, title, description, syllabus, replaces another course, and is linked for repeated purposes.
Comments: Brian Meares stated the course number will be SEU 426. A. Sraiheen asked about the effective date being Fall 2020. J. Vafeas stated that was the nature of the emergency adding this proposal to today's agenda.

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

College of Liberal Arts & Sciences

Current #: LAS 20255
Course: Course Revision: ENG 106 Experiences in British Literature, Spring 2021
Proposal: Change in description, syllabus, and prerequisites.

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

Current #: LAS 20274
Course: Program Revision: Women's Gender and Sexuality Studies Minor, Spring 2021
Proposal: Change in minor.

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

Current #: LAS 20281
Course: New Course: AST 250 Advances in Planetary Science, Spring 2021
Proposal: Addition of a new course to the Master Course Listing.

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

Current #: LAS 20282
Course: New Course: SCI 250 Scientific Storytelling, Spring 2021
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Stanley asked T. Witryk what he thought about the prerequisites and how it included CMP 200. T. Witryk stated if you left it at CMP 200 the prerequisites for CMP 200 is all the other courses (ENG 23 or ENG 24 or ENG 25 or a CMP 100

level course). T. Witryk recommended removing all the other courses and leaving it at CMP 200.

It was moved by T. Rober, and seconded by A. Sraiheen to consider and approve this proposal. MOTION PASSED. It was moved by A. Sraiheen, and seconded by T. Rober to table this proposal. S. Czerny asked that we make this an exception to keep it as Old Business so it doesn't fall off the agenda at the end of this academic year.

Current #: LAS 20283
Course: New Course: CHM 45 Science on your Plate, Spring 2021
Proposal: Addition of a new course to the Master Course Listing.
Comments: J. Vafeas stated we had similar issues with an FYS course, this course description states "credit may not be earned for both CHM 45 and FYS 100 The Secret Life of Food". T. Witryk stated it's hard to equate a course to a selected topic. J. Stanley asked if Selected Topics courses go on the transcript. He said yes but that is not the same for FYS courses. D. Blanchard spoke to this proposal stating the intent is some overlap between FYS and CHM 45, and if there is not an easy way to prevent students from taking both, he could adjust some content in CHM 45 as necessary to make sure there is enough new content if they have already taken FYS 100. T. Witryk said if you could change the course enough so that the students could take FYS as a selected topic and would also be able to take this, I think you have a group of students that will guarantee the enrollment of this course. The only other way to this is if you were to add "with permission of the department". Per T. Witryk the course can stay as is with the understanding that he can't prevent the students from taking both courses in the system. D. Blanchard said then it would be up to me or the instructor of CHM 45 to make sure the students who've already taken FYS section are not in the course and recommend they take another course. T. Witryk stated that is correct. J. Vafeas then asked "are you suggesting then they put with permission of the instructor?" T. Witryk stated no he is saying to leave it in there with the understanding that I can't program it in and prevent students who have already taken the other course. Before the class begins I can send him the PERK report that will show whether or not the students have the course previous and he can remove students that have already registered for the FYS that was the same title. D. Blanchard stated he is fine with leaving the proposal as is with the knowledge that he is responsible for ensuring that that sense is followed out. T. Witryk stated he is okay with that as long as it is noted in the minutes. J. Vafeas said then we will have an issue with a student who didn't read this, stays in class and the professor didn't catch it in time. T. Witryk said that is possible but it will be up to the instructor. C. Wells stated this is going to become an issue with other FYS courses that will become new courses. Doesn't it behoove UCC to come up with a policy? That would be nice stated T. Witryk. He also said he hates leaving it up to the departments to do it he'd rather leave it up to the system. C. Wells said if this continues there is no way the Registrar's office can manage this. Ted stated he would again rather leave it up to the system. T. Rober then asked if there was a way that FYS courses such as this could have a specific section number? T. Witryk stated the problem is

there is a section and he can't equate course numbers to sections. J. Stanley asked what if you put the course is not recommend for those that have taken FYS. T. Witryk stated the problem remains that is if the student reads it and there is still no way of preventing it from happening. J. Vafeas asked if this is going to be offered in Spring 2021. D. Blanchard said we want it approved by and we want it to go back through and be approved as a GEN Ed. J. Vafeas said. I'm trying to buy time here to establish a policy for this course and the others coming through, so we can think through this and propose something that is easy for the students and departments. As it is stands this is a lot of work put on the faculty members to check the registration of the students for the courses, and all the students that have grievances we will be tied in knots. We need a clear description and policy on what needs to be done. Asked by J. Vafeas, can we table this so we can time to establish a policy implement the prerequisites or that restriction that you have suggested on this course description. D. Blanchard said that is acceptable. T. Witryk I recommend and would ask that John Stanley also agree that if this gets pushed too late that he accepts it as a Gen Ed because it was presented here and there was discussion that it will go to Gen Ed so at least the department will know that this course will be approved as a course and Gen Ed for Spring 2021. J. Stanley mentioned that they are having a meeting in September before the UCC meeting so courses like this can go through and be approved for Spring 2021. J. Vafeas said any deadline will be accepted for this once we have a policy established. S. Czerny stated if we table this course, at the last meeting of this semester generally any old business is removed and has to go back through the process for the new academic year unless we make an exception to that. J. Vafeas said we can definitely make an exception because this is our problem.

It was moved by A. Sraiheen, and seconded by T. Rober, to consider and approve this proposal. MOTION PASSED. It was moved by A. Sraiheen and seconded by T. Rober to table this proposal.

Current #: LAS 20292

Course: New Program: Environmental Science: Regenerative Agriculture Track, Spring 2021

Proposal: New concentration/track.

Comments: T. Rober asked if all the new 1 credit courses have been approved that are listed on this checksheet. J. Palkendo stated no. The 1 credit course syllabi are in the process of being written and are coming through. We are getting our checksheet through so that we can begin to advertise for this major for Fall 2021. T. Rober asked if the policy is to have the courses approved first before the checksheet. A. Sraiheen stated that was correct. J. Vafeas asked Dr. Wells if there was an issue with Harrisburg and if they needed a checksheet at this point. C. Wells stated in general we do not have to submit a checksheet, what do submit is a description, course descriptions and student learning outcomes. J. Sewall stated the guidance we received from the Environmental Science and Liberal Arts Committee is there is some sort of precedent that possibly Social Work submitted a program through, the instruction we received from the administration is to have this program live and accepting students for Fall 2021 and needing to advertise it in Fall of 2020. J.

Sewall stated that they have draft syllabi at LAS Curriculum Committee now but they have them drafted for the first semester 1 credit courses. S. Czerny asked Ted if he could put a checksheet in without the courses being approved. Per T. Witryk the checksheet can go it is a pdf form, however, the degree audit can't be done without the courses being approved. T. Rober asked if this is something we want to go forward with and set a new precedent even though we have done it before allowing a checksheet to go through without the courses being approved. J. Vafeas said for clarification we have given exceptions to proposals and programs where a student's graduation is in jeopardy, when program viability is at stake, when policy and accreditation have been factors. He then asked if there are any of these factors for justification for UCC to consider this proposal at this time? J. Sewall responded no there is not program viability, this is growing out of conversations between upper administration and Rodale institute, the time line is their requested time line of putting this together. Their first meeting was last August, we are working as fast as we can on their timeline. This would increase enrollment but would not be catastrophic if it did not exist. J. Vafeas stated this is an important track but is it going to be essential we are approving it right now as opposed to next meeting or when the courses are coming before the checksheet, that is the question for the committee. T. Rober stated for me if this could go to September's meeting with the courses and the checksheet, we've approved courses and then the checksheet at the same meeting in the past. This would give approval for early spring start and they could start advertising in Fall 2020. J. Vafeas asked what are you proposing. T. Rober stated that we table this and it fall off the agenda for this year, it will come back at the first meeting in the fall with the courses and checksheet. My motion is to table. A. Sraiheen seconded motion.

It was moved by T. Rober, and seconded by A. Sraiheen to consider and approve this proposal. MOTION PASSED. It was moved by T. Rober and seconded by A. Sraiheen to table this proposal. MOTION PASSED.

College of Visual & Performing Arts

NONE

College of Business

None

Distance Education Offerings

Current #: COB 20041
Course: Distance Education Offering: MKT 351 Media Concepts and Planning, Spring 2021
Proposal: Request to offer course via Distance Education.

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

Current #: COE 2069
Course: Distance Education Offering: EDU 496 Multicultural Education, Summer I 2020
Proposal: Request to offer course via Distance Education.

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

ANNOUNCEMENTS

General Education

- COB 20010** General Education: SPT 205 Sport Behavior, Fall 2020
COB 20014 General Education: SPT 201 Scientific Basis for Human Movement, Fall 2020
COB 20015 General Education: SPT 120 Personal Nutrition, Fall 2020
COB 20017 General Education: SPT 366 Personal Fitness Trainer, Fall 2020
COB 20027 General Education: PRO 185 Fundamentals of Personal Finance, Fall 2020
COE 1923 General Education: LLT 321CPVL Technologies for the 21st Century Educator, Fall 2020
- LAS 20184** General Education: PHI 170 WICT Philosophy of Religion, Spring 2021
LAS 20197 General Education: PHI 241 Philosophy of Mind, Spring 2021
LAS 20201 General Education: POL 50 State and Local Government, Fall 2020
LAS 20203 General Education: PHI 60 CDCT Introduction to Religious Studies, Fall 2020
LAS 20220 General Education: HIS 15 History of Civilization B, Fall 2020
LAS 20262 General Education: SPA 104 Intermediate Spanish IV, Fall 2020
LAS 20263 General Education: SPA 101 Beginning Spanish I, Fall 2020
LAS 20264 General Education: SPA 102 Beginning Spanish II, Fall 2020
LAS 20265 General Education: FRE 104 Intermediate French IV, Fall 2020
LAS 20266 General Education: FRE 101 Beginning French I, Fall 2020
LAS 20267 General Education: FRE 102 Beginning French II, Fall 2020
LAS 20268 General Education: GER 104 Intermediate German IV, Fall 2020
LAS 20269 General Education: GER 101 Beginning German I, Fall 2020
LAS 20270 General Education: GER 102 Beginning German II, Fall 2020
LAS 20271 General Education: CHI 104 Intermediate Chinese IV, Fall 2020
LAS 20272 General Education: CHI 101 Beginning Chinese I, Fall 2020
LAS 20273 General Education: CHI 102 Beginning Chinese II, Fall 2020
LAS 20291 General Education: WGS 100 Introduction to Women's Gender and Sexual Studies, Spring 2021
*****Per J. Stanley this proposal has not gone through the General Education Committee and therefore will be removed from this agenda.**
- LAS 20293** General Education: FYS 100 Exploring Your World and Others, Fall 2020
VPA 2060 General Education: ARH 26 Art History C, Fall 2020
VPA 20100 General Education: COM 10 Fundamentals of Oral Communication, Fall 2020
VPA 20102 General Education: COM 103 Introduction to Acting, Fall 2020

- VPA 20109** General Education: MUS 205 Physical Properties of Sound, Fall 2020
VPA 20110 General Education: MUS/WGS 209 Women in Music, Fall 2020
VPA 2059 General Education: ARH 125 Art History B, Fall 2020
VPA 2061 General Education: ARH 126 Art History C, Fall 2020
VPA 2058 General Education: ARH 25 Art History B, Fall 2020

Selected Topics Courses

NONE

***T. Rober asked how we were handling proposal's and signatures for April's UCC meeting. J. Vafeas stated electronic signatures are fine and acceptable. An email from the College Committee with an attached proposal will be accepted as a signed proposal. J. Vafeas also stated he will email the chairs of the College Curriculum Committees and ask them to send UCC a list of all approved proposals that are coming to UCC for April and that will act as signed proposals as well.

ADJOURNMENT

Bethany G. French, Recording Secretary

Susan G. Czerny, Secretary

Date

Date

9-29-2017