

**KUTZTOWN UNIVERSITY  
UNIVERSITY CURRICULUM COMMITTEE**

**Minutes of September 27, 2018**

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

**PRESENT:** Susan Czerny, Denise Darrah, Soojin Kim, Roseanne Perkins, Todd Rober, Cristen Rosch, Abdul Sraiheen, John Stanley, John Vafeas, Lisa Weckerle, Carole Wells

**ABSENT:** Jason Crockett, Graduate Faculty Representative, Undergraduate Student Representative, Graduate Student Representative

**ALSO IN ATTENDANCE:** Bernadette Bamberger, Ellesia Blaque, Denise Bosler, Joanne Cohen, Cara Cotellese, Bethany French, Greg Hanson, Michelle Kiec, Rajeev Kumar, Brian Meares, Dale Parson, CJ Rhoads, Bradley Shope, Donna Steslow, Cynthia Stunkard, John Walker, Patricia Walsh Coates, Ted Witryk, Nancy Zimmerman

**GENERAL ANNOUNCEMENTS**

J. Vafeas stated that there will be a continuation meeting if needed on Thursday, October 4, 2018, in Rohrbach Library 29 at 11 a.m.

J. Vafeas noted the Provost's announcement on Assessment stated that the President will not be approving courses and programs that come through UCC without an Assessment portion, and how it will inform Student Learning Outcomes (SLOs). This will begin immediately, and all proposals submitted following this UCC meeting are expected to include a section on Assessment.

**MINUTES**

It was moved by A. Sraiheen, seconded by D. Darrah, to approve the minutes from April 26 and May 3, 2018. MOTION PASSED.

**Election of Officers**

It was moved by J. Vafeas, and seconded by D. Darrah, to nominate C. Rosch for the office of Vice-Chairperson.

It was moved by C. Wells, and seconded by S. Kim, to close nominations. MOTION PASSED. C. Rosch was elected to serve as Vice-Chairperson.

It was moved by J. Vafeas, and seconded by C. Wells, to nominate S. Czerny for the office of Secretary. It was moved by T. Rober, and seconded by R. Perkins, to close nominations. MOTION PASSED. S. Czerny was elected to serve as Secretary.

## **NEW BUSINESS**

### **University Curriculum Committee**

Current #: UCC 19001  
Course: Policy Revision: UCC Cover Sheet, Spring 2019  
Proposal: Change in university policy.  
Comments: J. Vafeas and S. Czerny were present to speak to this proposal. J. Vafeas noted that a “graduate” option should be added to lines N. and O. J. Vafeas also noted that a “pass/fail” box should be included on the cover sheet. J. Vafeas also announced that this cover sheet should be used for all future proposals, and any proposals that already started through the process do not need a change in cover sheet.

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

### **College of Business**

Current #: COB 19001  
Course: Course Revision: ACC 122, Managerial Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: CJ Rhoads and D. Steslow were present to speak to this proposal. J. Vafeas asked if BUS 171 is being archived or just no longer being taught, since it is listed as being discontinued. CJ Rhoads stated that it is still active, but no longer being offered. J. Vafeas stated that the language should be changed to say that it is no longer being offered, rather than that it is discontinued.

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

Current #: COB 19004  
Course: Course Revision: MGM 315, Management Science, Spring 2019  
Proposal: Change in course prerequisites.

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

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

COB 19005 Course Revision: ACC 305, Cost Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

COB 19006 Course Revision: ACC 312, Accounting Info Systems, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

COB 19007 Course Revision: ACC 317, Tax Accounting I, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

Current #: COB 19008  
Course: Course Revision: ACC 318, Tax Accounting II, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19009  
Course: Course Revision: ACC 321, Intermediate Accounting I, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19010  
Course: Course Revision: ACC 322, Intermediate Accounting II, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19011  
Course: Course Revision: ACC 323, Advanced Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19012  
Course: ACC 330, Auditing Practice & Standards, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19013  
Course: ACC 306, Advanced Cost Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19014  
Course: ACC 325, Not for Profit & Government Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow and CJ Rhoads were present to speak to this proposal.

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

Current #: COB 19015  
Course: ACC 380, Senior Seminar in Accounting, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow was present to speak to this proposal. The credit requirement in the prerequisite is for credits completed prior to registration. J. Vafeas asked if they also want permission of the department, and D. Steslow replied no.

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

Current #: COB 19017  
Course: BUS 332WI, Business Law II, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow was present to speak to this proposal. D. Steslow requested there be a friendly amendment to remove "completion" from the new prerequisite. J. Vafeas agreed, and the committee approved the amendment.

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

Current #: COB 19018  
Program: Coaching Minor, Spring 2019  
Proposal: Change in minor program requirements, and change in total credit hours.

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

Current #: COB 19020  
Course: MGM/MKT 361, Principles of Logistics, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19023  
Course: MGM 351, Operations Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow was present to speak to this proposal. The new prerequisite should read: “(BUS 120 or BUS 220) and (BUS 171 or BUS 275) and MGM 210.”

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

Current #: COB 19024  
Program: Business Minor, Spring 2019  
Proposal: Change in minor program requirements.  
Comments: D. Steslow was present to speak to this proposal.

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

Current #: COB 19025  
Course: FIN 355, Investment Portfolio Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Walker was present to speak to this proposal.

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

Current #: COB 19026  
Course: FIN 375CTWI, Applied Investment Management (AIM), Spring 2019  
Proposal: Change in course syllabus, and change in course prerequisites.  
Comments: J. Walker was present to speak to this proposal. T. Witryk asked questions about the prerequisite. T. Witryk asked if this must have instructor approval, and J. Walker replied yes.

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

Current #: COB 19027  
Course: FIN 363, Intermediate Financial Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Walker was present to speak to this proposal. The prerequisite was edited to read: "FIN 350 with a C or better and (MAT 122 or BUS 220)." An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19028  
Course: FIN 200, Introduction to Finance, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Walker was present to speak to this proposal. The prerequisite was edited to read: "ACC 121 and (ECO 10 or ECO 11 or ECO 12)." An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19029  
Course: MGM 362, Supply Chain Logistics & Planning, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19030  
Course: MGM 363, Transportation Management, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19031  
Course: Course Revision: BUS 310, Advanced Business Computer Applications, Fall 2019  
Proposal: Change in course prerequisites.  
Comments: R. Kumar was present to speak to this proposal. C. Wells asked if they wanted it approved for Spring 2019 and not Fall, and R. Kumar replied that Fall 2019 is appropriate, as the course is not offered again until Fall.

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

Current #: COB 19032  
Course: Course Revision: FIN 351, Personal Financial Planning, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Walker, CJ Rhoads and D. Steslow were present to speak to this proposal. The new prerequisite should read "Student must be enrolled in the BSBA program, and have completed ECO 11 and ECO 12 and 45 credits." An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19033  
Course: Course Revision: FIN 385, Insurance Planning, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Walker, CJ Rhoads and D. Steslow were present to speak to this proposal. The new prerequisite should read "Student must be enrolled in the BSBA program, and have completed ECO 11 and ECO 12 and 45 credits." An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19034  
Course: Course Revision: MKT 210, Principles of Marketing, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: There were questions on the phrasing of the proposed prerequisite. L. Weckerle noted that it should also include ENG 25, Honors Composition, so that honors students are not excluded from the course. T. Witryk noted that the programming will still let them in, since ENG 25 and ENG 23 are equivalent courses, but it would be good to note for clarity so that students don't assume they can't enroll or switch courses unnecessarily. It was agreed that the prerequisite should now read: "CMP 100 or ENG 23 or ENG 25 and 24 credit hours." An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19035  
Course: Course Revision: MKT 312WI, Consumer Behavior, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19036  
Course: Course Revision: MKT 315, Marketing Ethics in Society, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19037  
Course: Course Revision: MKT 320, Marketing Management, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19038  
Course: Course Revision: MKT 330CM, Personal Selling and Sales Management, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19039  
Course: Course Revision: MKT 340, Retail Management, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19040  
Course: Course Revision: MKT 350, Advertising Management, Spring 2019  
Proposal: Change in course prerequisites

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



Current #: COB 19041  
Course: Course Revision: MKT 351, Media Concepts, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19042  
Course: Course Revision: MKT 357, Integrated MKT Comm Campaigns, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19043  
Course: Course Revision: MKT 360, Marketing Research, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19044  
Course: Course Revision: MKT 362, E-Commerce Marketing, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19045  
Course: Course Revision: MKT 370, International Marketing, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19046  
Course: Course Revision: ECO 201, Development Economics, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19047  
Course: Course Revision: ECO 360CD, International Trade and Finance, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19049  
Course: Course Revision: MGM 310, Principles of Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Witryk recommended adding “or ENG 25” to the prerequisite after “ENG 23.” An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19051  
Course: Course Revision: MGM 318, Women in Management, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19052  
Course: Course Revision: MGM 327, Small Business Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Witryk expressed that the prerequisite was not written very clearly. It was agreed that the prerequisites should be written as: “CMP 100 or ENG 25 or ENG 23; and (ACC 122 or PRO 120 or SPT 195); and MAT 17 or higher; and (MGM 210 and MKT 210) or (SPT 265 and SPT 285) and the completion of 45 credits.” An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19053  
Course: Course Revision: MGM 328, Entrepreneurship, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Witryk expressed that the prerequisite was not written very clearly. It was agreed that the prerequisites should be written as: “CMP 100 or ENG 25 or ENG 23; and (ACC 122 or PRO 120 or SPT 195); and MAT 17 or higher; and (MGM 210 and MKT 210) or (SPT 265 and SPT 285) and the completion of 45 credits.” An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19054  
Course: Course Revision: MGM 335, Human Resource Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: The prerequisites should be rewritten as: “(MGM210 or SPT 265) and (BUS 131 or SPT 290) and 45 credits.” An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19056  
Course: Course Revision: MGM 340, Management of Staffing, Training, & Development, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Witryk suggested that the prerequisites be written as “(ECO 11 and ECO 12) or ECO 10; and MGM 210; and 45 credits.” A. Sraiheen agreed. An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19057  
Course: Course Revision: MGM 350, Organizational Behavior, Spring 2019  
Proposal: Change in course pre requisites.

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

Current #: COB 19058  
Course: Course Revision: MGM 352, International Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Witryk suggested that the prerequisites be written as “(ECO 11 and ECO 12) or ECO 10; and MGM 210; and the completion of 45 credits.” An update was provided to the committee before the continuation meeting on 10/4/18.

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

Current #: COB 19059  
Course: Course Revision: MGM 380WI, Senior Seminar in Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: There were questions about the specifics of the prerequisites. D. Steslow suggested that this item be tabled because there was no member of the Management discipline present to answer questions.

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

Current #: COB 19060  
Course: Course Revision: MGM 399CTWI, Business Strategy and Policy, Spring 2019  
Proposal: Change in course prerequisites.

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

Current #: COB 19062  
Course: Course Revision: BUS 275, Business Data Management & Information Systems, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: R. Kumar was present to speak to this proposal. T. Witryk was concerned about the Assessment exam in the prerequisites, and stated that it is not yet in place. R. Kumar noted that the website is ready, but no exams have been administered yet. T. Witryk noted that there is still no info of what a passing score on the Assessment exam is to program into PeopleSoft.

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

The following proposals were moved by T. Rober, and seconded by D. Darrah, to consider and approve as a block. The following proposals were moved by C. Wells, and seconded by C. Rosch, to table. MOTION PASSED.

COB 19063 Course Revision: MGM 360, Business and Social Environment, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow suggested that this item be tabled because there was no member of the Management discipline present to answer questions.

COB 19064 Course Revision: MGM 345, Organizational Theory and Design, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: D. Steslow suggested that this item be tabled because there was no member of the Management discipline present to answer questions.

## **ADJOURNMENT**

J. Vafeas declared the meeting in recess until Thursday, October 4, 2018, at 11 am in Rohrbach Library 29.

**KUTZTOWN UNIVERSITY  
UNIVERSITY CURRICULUM COMMITTEE**

**Minutes of October 4, 2018**

S. Czerny called the meeting to order stating that there was a quorum.

**PRESENT:** Catherine Best for Cristen Rosch, Jason Crockett, Sue Czerny, Denise Darrah, Soojin Kim, Roseanne Perkins, R. Todd Rober, Abdul Sraiheen, John Stanley, and Carole Wells

**ABSENT:** John Vafeas, Lisa Weckerle, Undergraduate Student Representative, Graduate Student Representative, and Graduate Faculty Representative

**ALSO IN ATTENDANCE:** Denise Bosler, Joanne Cohen, Bethany French, Joe Harasta, Roger Hibbs, Michael Johnston, Michelle Kiec, Brian Meares, Dale Parson, CJ Rhoads, Daniel Stafford, John Stanley, Ben Trout, Andrew Vogel, Patricia Walsh Coates, Ted Witryk, Nancy Zimmerman

**NEW BUSINESS**

**College of Education**

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

COE 19000 Course Archive: SPU 100, Early Intervention and Transition for Students with Disabilities, Spring 2019  
Proposal: Change in course status to archive.

COE 19001 Course Archive: SPU 444, SP/LAN/HEARING Disorders, Spring 2019  
Proposal: Change in course status to archive.

Current #: COE 19002  
Course: Course Revision: EEU 305, Teaching Science in Early Childhood, Spring 2019  
Proposal: Change in course number, and change in course prerequisites.  
Comments: D. Darrah was present to speak to this proposal. It was noted that the course number was being changed from EEU 205 to EEU 305 to better align

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

Current #: COE 19004  
Course: New Course: SPU 333, Assistive Technologies in Visual Impairments, Fall 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: D. Darrah was present to speak to this proposal. T. Rober noted that the course description needs to include the credits and clock hours (3 credits, and 3 clock hours). B. Meares noted the course number will be SPU 333.

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

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

COE 19007 Course Revision: EDD 750, Theory and Methodology in Education Research, Summer I 2019  
Proposal: Change in course title.  
Comments: P. Walsh Coates was present to speak to this proposal.

COE 19008 Course Revision: EDD 751, Research Methods in Educational Settings, Spring 2019  
Proposal: Change in course title.  
Comments: P. Walsh Coates was present to speak to this proposal.

### **College of Liberal Arts & Sciences**

Current #: LAS 19001  
Course: Course Revision: ENG 229, Literature and Psychology, Spring 2019  
Proposal: Change in course title, change in course description and syllabus, and change in course prerequisites.  
Comments: A. Vogel was present to speak to this proposal.

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

Current #: LAS 19002  
Course: Course Revision: ENU 405, Teaching Writing, Spring 2019  
Proposal: Change in course description and syllabus, and change in course prerequisites.  
Comments:

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

Current #: LAS 19003  
Course: Course Revision: ENG 171, Friendship in Western Cultural Texts, Spring 2019  
Proposal: Change in course description and syllabus.  
Comments: A. Vogel was present to speak to this proposal. J. Vafeas asked if this was also a change in prerequisites, and A. Vogel noted there are no prerequisites for this course.

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

Current #: LAS 19004  
Course: Course Revision: ENG 145, The Fairy Tale, Spring 2019  
Proposal: Change in course description and syllabus, and change in course prerequisites.  
Comments: A. Vogel was present to speak to this proposal. T. Witryk asked for clarification on the prerequisites. A. Vogel responded that the commas are for an “or” not an “and” and that the CMP 100 should be changed to any CMP 100-level course.

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

Current #: LAS 19005  
Course: Course Revision: ENG 224, American Modernism, Spring 2019  
Proposal: Change in course number, change in course description and syllabus, and change in course prerequisites.  
Comments: A. Vogel was present to speak to this proposal. C. Wells noted that the course number will be ENG 224, not ENG 220, since that number is already used by an archived course. It was noted that the digital copy on the SharePoint did not include any signatures on the cover sheet. The hard copy sent to the UCC secretary did include signatures.

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

Current #: LAS 19006  
Course: New Course: BIO 125, Exploring Biodiversity, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.

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

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

LAS 19007 Course Revision: MAT 332, Numerical Analysis, Spring 2019  
Proposal: Change in course prerequisites and corequisites.

LAS 19008 Course Revision: MAT 473, Partial Differential Equations, Spring 2019  
Proposal: Change in course prerequisites.



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

LAS 19010 Course Revision: ENG 119, American Genre Film, Spring 2019  
Proposal: Change in course description, and change in course prerequisites.  
Comments: A. Vogel was present to speak to this proposal. T. Rober noted that letter H on the coversheet should be checked. T. Witryk confirmed with A. Vogel that the prerequisites should read: “ENG 23 or ENG 24 or ENG 25 or any CMP 100-level course.”

LAS 19011 Course Revision: ENG 105, Experiences in American Literature, Spring 2019  
Proposal: Change in course description, and change in course prerequisites.  
Comments: A. Vogel was present to speak to this proposal. T. Rober noted that letter H on the coversheet should be checked. T. Witryk confirmed with A. Vogel that the prerequisites should read: “ENG 23 or ENG 24 or ENG 25 or any CMP 100-level course.”

Current #: LAS 19013  
Program: Program Revision: BA Geography – Environmental Track, Fall 2019  
Proposal: Change in major program requirements.  
Comments: B. Meares noted that the effective date needs to change from Spring 2019 to Fall 2019. C. Best asked for the reasoning for this change. T. Witryk noted that all program changes can only go into effect in the Fall semester, not during the Spring semester any longer.

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

Current #: LAS 19016  
Course: New Course: MLS 357, Walking the Camino de Santiago, Summer I 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: N. Zimmerman was present to speak to this proposal. An amendment was provided to the committee, which notes “The ability to hike at least 10 miles per day over rough terrain for 8 days in a row will be an essential requirement of the trip and the course itself when part of the Summer Study Abroad Program 2019.” T. Witryk asked how students will prove this ability before taking the course. N. Zimmerman noted that they will be screened by the faculty, and that permission of the instructor is a prerequisite for the course; she said the students will be registered after proof of ability is established by the instructor. C. Wells noted that courses approved by UCC need to be able to be offered on campus or anywhere, and not just as a specific location-bound study abroad course, and she noted that this will be setting precedent with courses approved at UCC. T. Witryk said he sees this as a memo only attached when the course is taught as part of a Study Abroad program.

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

Current #: LAS 19018  
Course: Course Revision: SWK 573, Publishing and Professional Presentations in Social Work, Spring 2019  
Proposal: Change in course description and syllabus, and change in course credit hours.  
Comments: T. Rober noted that resources were missing in the New Syllabus. S. Czerny noted that there were other pages missing, and may have been a copying error. This proposal was originally part of the block with LAS 19019-LAS 19025, and it was moved by A. Sraiheen, and seconded by T. Rober, to remove it from the block. MOTION PASSED.

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

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

- LAS 19019 Course Revision: SWK/SOW 775, Dissertation Seminar pass/fail, Spring 2019  
Proposal: Change in course description and syllabus.
- LAS 19020 Course Revision: SWK/SOW 776, Doctoral Dissertation ; Pass/Fail, Spring 2019  
Proposal: Change in course description and syllabus.
- LAS 19021 Course Revision: SWK/SOW 777, Doctoral Dissertation II; Pass/Fail, Spring 2019  
Proposal: Change in course description and syllabus.
- LAS 19022 Course Revision: SWK/SOW 720, Leadership/Teaching Praxis I; Pass/Fail, Spring 2019  
Proposal: Change in course description and syllabus.
- LAS 19023 Course Revision: SWK/SOW 721, Leadership/Teaching Praxis II; Pass/Fail, Spring 2019  
Proposal: Change in course description and syllabus.
- LAS 19024 Course Revision: SWK 491, Internship for Advanced Standing I, Summer I 2019  
Proposal: Change in course description and syllabus.  
Comments: An update was provided to the committee prior to the meeting.
- LAS 19025 Course Revision: SWK 493, Internship for Advanced Standing II, Summer II 2019  
Proposal: Change in course description and syllabus.  
Comments: An update was provided to the committee prior to the meeting.

Current #: LAS 19027  
Course: New Course: PSY 329, Autism Seminar, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: C. Best was present to speak to this proposal. B. Meares noted that the course number will be PSY 329, because PSY 330 is already taken by another course. T. Rober had a question about the listed prerequisites. It was noted that the prerequisites will read "(PSY 110 or PSY 125) and PSY 200 or MAT 140 or BUS 120, with a grade of C or better."

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

Current #: LAS 19028  
Program: New Program: Game Development Minor, Fall 2019  
Proposal: Addition of a new minor program.  
Comments: D. Parson was present to speak to this proposal.

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

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

LAS 19029 Course Revision: CSC 101, Computer Applications, Spring 2019  
Proposal: Change in course number, and change in course syllabus.  
Comments: D. Parson was present to speak to this proposal.

LAS 19030 Course Revision: CSC 130, Information Technology Fundamentals, Spring 2019  
Proposal: Change in course description and syllabus.  
Comments: D. Parson was present to speak to this proposal.

Current #: LAS 19031  
Course: New Course: CHM 332, Biochemistry of Human Disease and Disorders, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: The committee asked for clarification on the prerequisites. Since no one from the department was present to speak to this proposal, it was recommended this proposal be tabled until clarification could be provided.

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

## **College of Visual & Performing Arts**

Current #: VPA 19001  
Program: Program Revision: CDE Change in Effective Dates, Spring 2019  
Proposal: Omnibus change in effective dates for previously passed proposals.  
Comments: D. Bosler was present to speak to this proposal. T. Witryk noted that since these changes were already implemented and affected students for the Fall 2018 semester, and work-arounds have been established, the effective date for this proposal should be Spring 2019, not Fall 2018. This means that the changes will revert back to the previous versions for all courses from Spring 2019 until the new effective date for each is reached, as listed in the memo.

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

Current #: VPA 19002  
Course: Course Revision: COM 319, Integrated Marketing Communication Concepts & Practices, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: J. Harasta was present to speak to this proposal. B. Meares noted that COM 370 was not currently on myKU as a prerequisite for this course. J. Harasta stated that it was listed on the master syllabus that was passed at UCC in 2011, and should have been on myKU. The committee continued with this proposal in order to have the record reflect reality. J. Harasta also noted that the course will not be taught in Winter now, and a Spring effective date is acceptable. The effective date was changed from Winter 2019 to Spring 2019.

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

Current #: VPA 19006  
Course: Course Revision: ARU 561, Leadership in Arts Organization, Spring 2019  
Proposal: Change in course title.

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

Current #: VPA 19008  
Program: Program Revision: Audio Engineering Minor, Spring 2019  
Proposal: Change in minor program electives.  
Comments: T. Rober was present to speak to this proposal.

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

Current #: VPA 19009  
Course: New Course: MUS 294, Sound Design for Visual Media, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: T. Rober was present to speak to this proposal.

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

Current #: VPA 19013  
Course: Course Revision: MUP 276, Popular Music Ensemble, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: T. Rober was present to speak to this proposal. T. Witryk was concerned with the change in prerequisite and removing the need for auditions. If students were then removed from the course due to lack of ability, they would be up to a week behind in any other course they could enroll in, and therefore be at a disadvantage not of their own choice. T. Rober noted that they would be notified by Thursday of week one, and that all other ensembles begin in week two, so students may not be behind. T. Witryk stated that students may not get into another ensemble, or may choose a different course altogether, and this is the reason for his concern, because if they choose a course that is not a music ensemble, they will effectively be a week behind through circumstances not of their own choosing.

It was moved by T. Rober, and seconded by D. Darrah, to consider and approve this proposal. It was moved by S. Kim, and seconded by D. Darrah, to table this proposal. MOTION PASSED.

### **College of Business**

S. Czerny requested the committee move the following items ahead in the agenda: COB 19059, COB 19063, and COB 19064, since the representatives were present to address the tabled items, but had to leave shortly for classes. It was moved by D. Darrah, and seconded by S. Kim, to change the order of the agenda. MOTION PASSED.

The following proposals were moved by T. Rober, and seconded by S. Kim, to remove from the table, consider and approve as a block. MOTION PASSED.

COB 19059 Course Revision: MGM 380WI, Senior Seminar in Management, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: R. Hibbs was present to speak to this proposal. T. Witryk reviewed the prerequisites with R. Hibbs.

COB 19063 Course Revision: MGM 360, Business and Social Environment, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: R. Hibbs was present to speak to this proposal. T. Witryk reviewed the prerequisites with R. Hibbs.

COB 19064 Course Revision: MGM 345, Organizational Theory and Design, Spring 2019  
Proposal: Change in course prerequisites.  
Comments: R. Hibbs was present to speak to this proposal. T. Witryk reviewed the prerequisites with R. Hibbs.

### **College of Visual & Performing Arts**

Current #: VPA 19014  
Program: Program Revision: BS Cinema, Television & Media Production Check Sheet, Spring 2019  
Proposal: Change in major program requirements.  
Comments: M. Johnston was present to speak to this proposal.

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

Current #: VPA 19015  
Program: Program Revision: CTM Minor Checksheet, Spring 2019  
Proposal: Change in minor program requirements.  
Comments: M. Johnston was present to speak to this proposal.

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

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

VPA 19017 Course Revision: CTM 055, Fundamentals of Studio Production, Spring 2019  
Proposal: Change in course title.  
Comments: M. Johnston was present to speak to this proposal.

VPA 19018 New Course: CTM 160, Cinematography, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: M. Johnston was present to speak to this proposal.

VPA 19020 New Course: CTM 350, Documentary, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: M. Johnston was present to speak to this proposal. M. Johnston that the prerequisites are all “ands”, and all inclusive.

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

- VPA 19021 Course Revision: CTM 365, Post-Production, Spring 2019  
Proposal: Change in course clock hours, and change in course prerequisites.  
Comments: M Johnston was present to speak to this proposal.
- VPA 19022 Course Revision: CTM 324, Laughing Matters: The Evolution of Comedy through Cinema, TV and Beyond, Spring 2019  
Proposal: Change in course syllabus, and change in course prerequisites.  
Comments: M. Johnston was present to speak to this proposal. B. Meares noted that the correct number for this course is CTM 324, not CTM 326.
- VPA 19024 Course Revision: CTM 375, Live Event Production, Spring 2019  
Proposal: Change in course prerequisites and corequisites.  
Comments: M. Johnston was present to speak to this proposal.
- VPA 19025 Course Revision: CTM 205, Narrative Video Production, Spring 2019  
Proposal: Change in course description and course syllabus, and change in course prerequisites.  
Comments: M. Johnston was present to speak to this proposal. M. Johnston noted that the new prerequisites are all “ands”.

### **General Education**

- Current #: LAS 19009  
Course: New Course: CMP 201, Introduction to Research and Writing in History and Social Studies, Spring 2019  
Proposal: Addition of a new course to the Master Course Listing.  
Comments: J. Stanley was present to speak to this proposal. B. Meares noted that the course number will be CMP 201. T. Rober noted that the syllabus should be using Roman numerals to organize sections.

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

### **Distance Education Offerings**

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

- COB 18051 Distance Education Offering: BUS 275, Business Data Management and Information Systems, Spring 2019  
Proposal: Request to offer course via Distance Education.

- COE 19005 Distance Education Offering: SPU 333, Assistive Technology in Visual Impairments, Fall 2019  
Proposal: Request to offer course via Distance Education.
- LAS 19026 Distance Education Offering: SWK 573, Publishing and Professional Presentations in Social Work, Spring 2019  
Proposal: Request to offer course via Distance Education.
- VPA 19003 Distance Education Offering: COM 311, Crisis Communication in Public Relations, Summer I 2019  
Proposal: Request to offer course via Distance Education.
- VPA 19010 Distance Education Offering: MUS 450, Performing Arts Administration, Spring 2019  
Proposal: Request to offer course via Distance Education.
- VPA 19011 Distance Education Offering: MUS 293, Hip-Hop Music and Culture, Spring 2019  
Proposal: Request to offer course via Distance Education.
- VPA 19023 Distance Education Offering: CTM 324, Laughing Matters: The Evolution of Comedy through Cinema, TV and Beyond, Spring 2019  
Proposal: Request to offer course via Distance Education.  
Comments: The correct number for the course is CTM 324, not CTM 326.

## **ANNOUNCEMENTS**

### **General Education**

- GEC 19001 Program Revision: Updated Provisional List of General Education Courses to be offered in Spring 2019, Spring 2019
- LAS 19035 New Course: FYS 100, The Power of Place (Geography), Spring 2019

### **Selected Topics Courses**

- COE 19009 Selected Topics in Counseling: COU 560, Topics and Issues in Counseling: Client-Centered Counseling and the Person-Centered Approach, Summer II 2019
- LAS 19014 Selected Topics in Modern Language Studies: GER 370, Current Events in the German Speaking World, Spring 2019
- LAS 19017 Selected Topics in Modern Language Studies: SPA 370, The Camino de Santiago de Compostela, Spring 2019
- LAS 19033 Selected Topics in History: HIS 207, War in the Shadows: A Covert History of the Cold War, Spring 2019



LAS 19034 Selected Topics in History: HIS 072, Frederick Douglass: His Life and Legacy Continues, Spring 2019

**ADJOURNMENT**

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Bethany G. French, Recording Secretary

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Susan G. Czerny, Secretary

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Date

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Date