KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE

Minutes of March 25, 2010

Randy Schaeffer called the meeting to order stating that there was a quorum.

PRESENT: Randy Schaeffer (Chairperson), Dan Benson, Vera Brancato, Susan Czerny, Johanna Forte, Michelle Hughes, Karen Kresge, Debra Lynch, Phyllis Miller, Kim Shively, Marilyn Stewart, John Walker, and Carole Wells.

ABSENT: Graduate Student Representative, Manuel Guzman, and John Vafeas.

ALSO IN ATTENDANCE: James Delle, Brian Meares, and Elizabeth Rogol.

GENERAL ANNOUNCEMENTS

R. Schaeffer announced that if needed, there will be a continuation meeting held on Thursday, April 1, 2010, in SUB 312.

R. Schaeffer announced that MUS 108 was approved as a new course at the October 22, 2009 meeting with an effective date of Fall 2010. At the February 25, 2010 meeting it was then approved again as a Distance Education Offering for Summer II 2010. The Registrars Office needs a uniform effective date.

It was moved by M. Stewart, seconded by J. Forte, to change the effective date from Fall 2010 to Summer II 2010. MOTION PASSED.

After the approval of the following courses, LAS 09146, PSY 335, Diversity in Organizations and LAS 09147, PSY 351, Organizational Psychology at the February 25 meeting, it was noticed that there was a minor element missing from the proposed Syllabi. A motion was made by D. Lynch, seconded by K. Kresge, to amend these two proposals so that it includes: “Prerequisite: PSY 011 and PSY 200” as well. Motion passed.

MINUTES

Two corrections were noted: on page 3; the title of VPA 1047 should be ‘Perspectives in Art Education”; on page 5, BUS 1015, under Comments, replace the last two words “approved equivalents” with Permission of the Instructor.

It was moved by P. Miller, seconded by J. Forte to approve the minutes of the meeting of February 25, 2010, as corrected. MOTION PASSED.
OLD BUSINESS

Current #: LAS 09231
Course: New Course: ENG 3xx, Contemporary Drama (Effective Fall 2010)
Proposal: Addition of course to Master Course Listing and request for use in General Education under Category 2 and 5.
Comments: The UCC had requested a more detailed outline that would prove the Course Objectives could be met. The Committee also asked for a clarification on the ‘Themes’ and the titles of works listed in the course outline.

It was moved by K. Kresge and seconded by J. Forte to remove this proposal from the table, and to consider and approve this proposal. MOTION WITHDRAWN. Proposal remains tabled.

Current #: LAS 09236
Course: Distance Education Offering: TVR 331, Copyright and Intellectual Property (Effective date Fall 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. This course will remain tabled.

Current #: VPA 1034
Course: Distance Education Offering: ARU 556, Curricular Applications (Effective Summer II 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: The proposal was revised to address Criteria #5: Integrity of Evaluation.

It was moved by M. Stewart and seconded by J. Forte to remove this proposal from the table, and to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: VPA 1047
Course: Distance Education Offering: ARU 552, Perspectives in Art Education (Effective Fall 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: The proposal was revised to address Criteria #5: Integrity of Evaluation.

It was moved by M. Stewart and seconded by J. Forte to remove this proposal from the table, and to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: VPA 1048
Course: Distance Education Offering: ARU/EDU 591, Methods of Research (Effective Fall 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: The proposal was revised to address Criteria #5: Integrity of Evaluation.

It was moved by M. Stewart and seconded by J. Forte to remove this proposal from the table, and to consider and approve this proposal as part of a block. MOTION PASSED.
NEW BUSINESS

University Curriculum Committee

Current #: UCC 1002
Course: Policy Change: General Education Reform (Effective Fall 2011)
Proposal: Change in new University Policy on General Education.
Comments: J. Delle was present to speak to this policy.

It was moved by D. Lynch and seconded by K. Shively to consider and approve this proposal. MOTION PASSED. Roll Call Vote: 9 Yes; 0 Abstain; 0 No.

College of Liberal Arts & Sciences

Current #: LAS 09209
Course: New Course: PHI 2xx, Persons. Life, and Death (Effective Fall 2010)
Proposal: Addition of course to Master Course Listing and request for use in General Education under Category 2 and 5.
Comments: Change effective date from Fall 2010 to Spring 2011.

It was moved by J. Forte and seconded by K. Shively to consider and approve this proposal. MOTION PASSED.

College of Business

Current #: BUS 1019
Course: Course Revision: BUS 390, Internship in Business (Effective Fall 2010)
Proposal: Change in course syllabus.
Comments: E. Rogol was present to speak to this course. It was noted that the course outline did not follow the required UCC format. Change in Course Prerequisites was not checked on the cover sheet. Change Effective Date from Fall 2010 to Spring 2011. Under Prerequisites, change from Completion of 75 credit hours to Completion of 60 credit hours.

It was moved by K. Kresge and seconded by J. Forte to consider and approve this proposal. MOTION PASSED.
It was moved by P. Miller and seconded by J. Forte, to table this proposal. MOTION PASSED.

Current #: BUS 1020
Course: Course Revision: MGM 363, Transportation Management (Effective Fall 2010)
Proposal: Change in course number and course syllabus.
Comments: E. Rogol was present to speak to this course. Change the effective date from Fall 2010 to Spring 2011. The assessment piece is misplaced in the Course Outline.

It was moved by K. Kresge and seconded by K. Shively to consider and approve this proposal. MOTION PASSED.
Current #: BUS 1023
Course: Policy Change: Senior Seminar Substitution Policy (Effective Spring 2010)
Proposal: Change in college policy.
Comments: E. Rogol was present to speak to this policy. In the policy, add the word “However” at the beginning of the second sentence: “However, a student who has declared marketing...” Change effective date from Spring 2010 to Fall 2010.

It was moved by K. Kresge and seconded by J. Walker to consider and approve this proposal. MOTION PASSED.

Current #: BUS 1024
Course: Program Change: BSBA: Bachelor of Science in Business Administration (Effective Fall 2010)
Proposal: Change in Major Program and Program Electives.
Comments: E. Rogol was present to speak to this program revision. The proposal represents a major revision to the Business Core and to Accounting, Finance, Management, and Marketing majors.

It was moved by K. Kresge and seconded by J. Walker to consider and approve this proposal. MOTION PASSED.

College of Education

Current #: EDU 1037
Course: Title Change: ITC 370, Selected Topics in Instructional Technology (Effective Fall 2010)
Proposal: Change in course title.
Comments: Change title from Selected Topics in Audiovisual Communications and Technology to Selected Topics in Instructional Technology. Effective date changed from Fall 2010 to Spring 2011.

It was moved by D. Lynch and seconded by D. Benson to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1038
Course: Title Change: ITC 380, Independent Study in Instructional Technology (Effective Fall 2010)
Proposal: Change in course title.
Comments: Change title from Independent Study in Audiovisual Communications to Independent Study in Instructional Technology. Effective date changed from Fall 2010 to Spring 2011.

It was moved by D. Lynch and seconded by D. Benson to consider and approve this proposal as part of a block. MOTION PASSED.
Distance Education

Current #: BUS 1025
Course: Distance Education Offering: MGM 540, Business and Society
(Effective Summer I 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: It was agreed that any references in proposals to Blackboard should be replaced by the phase “course management system.”

It was moved by K. Kresge and seconded by J. Walker to consider and approve this proposal. MOTION PASSED.

Current #: EDU 1041
Course: Distance Education Offering: LIB 509, Foundations of Library and Information Services (Effective Summer I 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1042
Course: Distance Education Offering: LIB 511, Reference and Information Services in Library (Effective Summer I 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1043
Course: Distance Education Offering: LIB 513, Organizing, Cataloging, and Classifying (Effective Summer I 2010)
Proposal: Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.
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It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #:    EDU 1044
Course:   Distance Education Offering:  LIB 515, Collection Development  
(Effective Summer I 2010)
Proposal:  Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #:    EDU 1045
Course:   Distance Education Offering:  LIB 555, School Library Administration  
(Effective Summer I 2010)
Proposal:  Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #:    EDU 1046
Course:   Distance Education Offering:  LIB 575, Teaching Function of the School Library  
(Effective Summer I 2010)
Proposal:  Request to offer an existing course via Distance Education.
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.
Current #: EDU 1047  
Course: Distance Education Offering: LIB 558, Reading Strategies (Effective Summer I 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1048  
Course: Distance Education Offering: LIB 526, Technologies in Libraries (Effective Summer I 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1049  
Course: Distance Education Offering: LIB 585, Children and Y A Literature (Effective Summer I 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1050  
Course: Distance Education Offering: LIB 500, Methods of Research (Effective Summer I 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in the proposal. However, the course is listed in the
Summer Course Catalog as “pending UCC approval” and students are registering for the course. D. Lynch and P. Miller volunteered to contact the department and updated proposals will be delivered to the UCC Office.

It was moved by D. Benson and seconded by D. Lynch to consider and approve this proposal as part of a block. MOTION PASSED.

Current #: EDU 1051  
Course: Distance Education Offering: COU 522, Professional Orientation and Ethics for School Counselors (Effective Fall 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in this proposal.

It was moved by M. Stewart and J. Forte to consider and approve this proposal as part of a block. MOTION PASSED.  
It was moved by D. Benson, seconded by J. Forte, to table this proposal. MOTION PASSED.

Current #: EDU 1053  
Course: Distance Education Offering: COU 519, Intercultural Issues in Counseling (Effective Fall 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in this proposal.

It was moved by M. Stewart and J. Forte to consider and approve this proposal as part of a block. MOTION PASSED.  
It was moved by D. Benson, seconded by J. Forte, to table this proposal. MOTION PASSED.

Current #: EDU 1054  
Course: Distance Education Offering & (Selected) Topics in Community Counseling: CPY 560, Role of School Counselor with Diverse Learners (Effective Summer I 2010)  
Proposal: Request to offer an existing course via Distance Education.  
Comments: References to Blackboard should be replaced by the phrase “course management system.” Criteria #5: Integrity of Evaluation was not sufficiently addressed in this proposal.

It was moved by M. Stewart and J. Forte to consider and approve this proposal as part of a block. MOTION PASSED.  
It was moved by D. Benson, seconded by J. Forte, to table this proposal. MOTION PASSED.

ANNOUNCEMENTS

One-Time Only Courses

LAS 10017 ANT 260, Applied and Practicing Anthropology (Effective Fall 2010)
VPA 1069  CDE 3xx, Emerging Media Campaigns (Effective Fall 2010)
Comments:  The assessment piece is missing.

**Selected Topics Courses**

EDU 1054  (Selected) Topics and Issues in Community Counseling & Distance Education
Offering:  CPY 560, Role of School Counselor with Diverse Learners
(Effective Summer I 2010)
Comments:  This course will be tabled.

EDU 1055  (Selected) Topics and Issues in Community Counseling:  CPY 560,
Brief Counseling (Effective Summer I 2010)

EDU 1056  (Selected) Topics and Issues in Community Counseling:  CPY 560,
Process and Principles of Counseling and Psychotherapy Supervision
(Effective Summer II 2010)

LAS 10020  Selected Topics in Biology:  BIO 373, Freshwater Ichthyology
(Effective Fall 2010)

VPA 1068  Selected Topics in Theatre:  THE 460, Musical Theatre Auditioning
(Effective Spring 2010)

**ADJOURNMENT**

It was moved by D. Lynch and seconded by J. Forte to adjourn the meeting. MOTION
PASSED.

_________________________________  ___________________________________
Lisa J. Dietrich, Recording Secretary  Susan G. Czerny, Secretary

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Date  Date

4-5-2010