

**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of September 27, 2012

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

PRESENT: Sue Czerny, Heather Fountain, Michelle Hughes, Soojin Kim, Diane King, Karen Kresge, Eloise Long, Randy Schaeffer, Kim Shively, John Walker, Carole Wells

ABSENT: Marilyn Stewart, John Vafeas, Graduate Student Representative, Undergraduate Student Representative

ALSO IN ATTENDANCE: Ellesia Blaque, Richard Courtney, James Delle, Bethany French, Andrea Harmer, Brian Meares, and Nancy Zimmerman

GENERAL ANNOUNCEMENTS

R. Schaeffer stated that there will be a continuation meeting if needed on Thursday, October 4, 2012, in SUB 312 at 11 a.m.

MINUTES

It was moved by K. Kresge, seconded by D. King, to approve the minutes from April 26 and May 3, 2012. MOTION PASSED.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Election of Officers

It was moved by K. Shively, and seconded by J. Walker to nominate R. Schaeffer for the office of Chairperson.

It was moved by C. Wells, and seconded by H. Fountain, to close nominations. MOTION PASSED. R. Schaeffer was elected to serve as Chairperson.

It was moved by E. Long, and seconded by J. Walker, to nominate K. Shively for the office of Vice-Chairperson.

It was moved by K. Kresge, and seconded by E. Long, to close nominations. MOTION PASSED. The Secretary cast the ballot for K. Shively as Vice-Chairperson.

It was moved by C. Wells, and seconded by J. Walker, to nominate S. Czerny for the office of Secretary.

It was moved by E. Long, and seconded by K. Shively, to close nominations. MOTION PASSED. S. Czerny was elected to serve as Secretary.

College of Business

Current #: COB 1220
Course: Course Revision: ECO 011, Principles of Macroeconomics, Spring 2013
Proposal: Change in course description and syllabus, and change in course prerequisites.
Comments: Questions were raised regarding pre-requisites for the course. There was no one present to speak to this proposal.

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

Current #: COB 1248
Course: Course Revision: PRO 120, Accounting Survey for Professional Studies and SPT 195, Accounting Survey for Leisure and Sport Studies, Spring 2013
Proposal: Change in course for addition of cross-listing.
Comments: S. Kim was present to speak to this proposal. It was noted that you cannot cross-list courses with different numbers and different titles. Courses also had different prerequisites.

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

Current #: COB 1249
Course: Course Revision: SPT 195, Accounting Survey for Leisure and Sport Studies, Spring 2013
Proposal: Change in course prerequisites.
Comments: S. Kim was present to speak to this proposal.

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

College of Education

Current #: COE 1251
Course: Omnibus Course Revisions: Prerequisites for SEU Courses in the BSED SEU Programs, Spring 2013
Proposal: Change in course prerequisites.

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

Current #: COE 1257
Course: Omnibus Program Revisions: Revisions to all BSED SEU Version 20103 Programs, Spring 2013
Proposal: Change in major program requirements, and change in partial credit hours.
Comments: M. Hughes noted that departments are still using the program number codes from Legacy, and should switch to using the effective date of the version only.

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

Current #: COE 1260

Course: New Course: ITC 3XX, Integrating Assistive Technology into the K-12 Curriculum, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: A. Harmer was present to speak to this proposal. H. Fountain questioned if they had received approval from PDE to meet the new requirements.

It was moved by E. Long, and seconded by D. King, to consider and approve this proposal. MOTION PASSED.

The following proposals were moved by D. King, and seconded by E. Long, to consider and approve as a block. MOTION PASSED.

COE 1263 Course Revisions: Prerequisites for SPU Courses in the BSED SPU MPH Programs, Spring 2013
Proposal: Change in course prerequisites.

COE 1264 Course Revisions: Prerequisites for SPU Courses in the BSED SPU VI Programs, Spring 2013
Proposal: Change in course prerequisites.
Comments: VI stands for "Vision Impaired," not the Roman numeral VI.

COE 1268 Course Revisions: Prerequisites for SPU 201, SPU 314 and SPU 316, Spring 2013
Proposal: Change in course prerequisites.

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

COE 1265 Course Revision: SPU 390/391, Clinical Experience and Practicum I and II, Spring 2013
Proposal: Change in course credit hours.

COE 1266 Course Revision: SPU 392/393, Clinical Experience and Practicum I and II
Proposal: Change in course credit hours.

Current #: COE 1269
Program: Program Moratorium: Secondary Education Programs to be Placed in Moratorium, Spring 2013
Proposal: Change in program status to place in moratorium.

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

The following proposals were moved by D. King, and seconded by J. Walker, to consider and approve as a block. MOTION PASSED.

COE 1270 Program Revision: BSED SEU Programs, Version #20123, Spring 2013
Proposal: Change in major program requirements.

COE 1271 Program Revision: BSED SEU Biology, Program #37005, Spring 2013
Proposal: Change in major program requirements, and change in concentration program electives.

COE 1272 Program Revision: BSED SEU Mathematics, Program #37069, Spring 2013
Proposal: Change in major program requirements, and change in concentration program electives.

COE 1273 Program Revision: BSED SEU Spanish, Program #37045, Spring 2013
Proposal: Change in major program requirements, change in concentration program electives, and change in partial program credit hours.

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

COE 1276 Omnibus Course Revision: Prerequisites and Syllabi for BSED SPU MPH Programs, Spring 2013
Proposal: Change in course syllabus, and change in course prerequisites.

COE 1277 Omnibus Course Revision: Prerequisites and Syllabi for BSED SPU VI Programs, Spring 2013
Proposal: Change in course syllabus, and change in course prerequisites.

Current #: COE 1279
Course: New Course: LIB/ITC 3XX, Digital Citizenship, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: E. Long was present to speak to this proposal.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. MOTION PASSED.

Current #: COE 1281
Course: New Course: LIB 3XX, Reading Interests of Adults, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: E. Long was present to speak to this proposal.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. MOTION PASSED.

Current #: COE 1282
Course: Course Revision: EDU 150, Meeting the Instructional Needs of English Language Learners, Spring 2013
Proposal: Change in course prerequisites.

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

Current #: COE 1283
Program: Program Revision: BSED SEU English, Program #37031, Spring 2013
Proposal: Change in concentration program requirements, and change in concentration program electives.

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

Current #: COE 1284
Course: Course Revision: ITC 125, Computer Applications for 21st Century Professionals
Comments: Proposal was withdrawn by the department to make revisions.

College of Liberal Arts & Sciences

Current #: LAS 12136
Course: New Course: SPA 214, Written and Oral Communication for Spanish-speaking Heritage Learners, Spring 2013
Program: Program Revision: BA Spanish, Spring 2013
Program: Program Revision: Spanish Minor, Spring 2013
Proposal: Addition of course to the Master Course Listing,
Comments: N. Zimmerman was present to speak to this proposal.

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

Current #: LAS 13000
Course: Course Deletion: TVR 217, Studio Production Workshop, Spring 2013
Proposal: Deletion of course from the Master Course Listing.

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

Current #: LAS 13016
Course: New Course: MAT 460, Linear Algebra II, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: Needs addition of credit hours to the course description. Addition of prerequisite, MAT 260.

It was moved by J. Walker, and seconded by R. Schaeffer to consider and approve this proposal. MOTION PASSED.

The following proposals were moved by J. Walker, and seconded by K. Shively, to consider and approve as a block. MOTION PASSED.

LAS 13020 Program Revision: BA Geography/Planning Track, Spring 2013
Proposal: Change in Major Program requirements.

LAS 13021 Program Revision: BA Geography/Globalization Track, Spring 2013
Proposal: Change in Major Program requirements.

Current #: LAS 13022
Course: New Course: SOC 201, Quantitative Analysis in Sociology, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: K. Shively and J. Delle were present to speak to this proposal.

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

ADJOURNMENT

It was moved by D. Lynch and seconded by E. Long to adjourn the meeting at this point and continue on October 6, 2011. MOTION PASSED.

**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of October 4, 2012

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

PRESENT: Sue Czerny, Heather Fountain, Diane King, Eloise Long, Michelle Hughes, Michelle Hughes for Carole Wells, Randy Schaeffer, Ramah Steinruck, Marilyn Stewart, John Vafeas, John Walker, and Carole Wells

ABSENT: Karen Kresge, Kim Shively, Marilyn Stewart, Undergraduate Student Representative (Alexandra Grcic)

ALSO IN ATTENDANCE: Bethany French, Helen Hamlet, Brian Meares, Norman Sigmond, and Roxane Rix

College of Visual & Performing Arts

The following proposals were moved by D. King, and seconded by E. Long, to consider and approve as a block. MOTION PASSED.

VPA 1266 Program Revision: Art Education Certification Program Checksheet, Fall 2012
Proposal: Change in certification program.
Comments: This proposal was originally moved by J. Walker, and seconded by D. King, to be tabled by the committee, but reopened at the end of the meeting after H. Fountain arrived with revised copies.

VPA 1276 Course Revision: ARU/FAR/CFT/ART 576, Independent Study, Fall 2012
Proposal: Requested change in course description.
Comments: This proposal was originally moved by D. King, and seconded by J. Walker, to be tabled by the committee, but reopened at the end when H. Fountain arrived with revised copies.

Current #: VPA 1279
Course: New Course: ARU 527, Disability Awareness, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: S. Czerny noted the resource list did not meet UCC criteria, and she will work with the professor to acquire the necessary resources.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. MOTION PASSED.

Current #: VPA 1302
Course: New Course: ARU 332, Teaching Art in Alternative Settings, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: No signature for approval from Council for Teacher Education on the cover sheet.

It was moved by J. Walker, and seconded by S. Kim, to consider and approve this proposal. It was moved by J. Walker, and seconded by D. King, to table this proposal. MOTION PASSED.

Current #: VPA 1303
Course: New Course: ARU 335, Integrated Curriculum in the Art Classroom, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: No signature for approval from Council for Teacher Education on the cover sheet.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. It was moved by J. Walker, and seconded by D. King, to table this proposal. MOTION PASSED.

Current #: VPA 1306
Course: Course Revision: THE 031, Introduction to Acting, Fall 2013
Proposal: Change in course syllabus.
Comments: R. Rix was present to speak to this proposal. Course number is incorrect on the cover sheet, change from THE 013 to THE 031.

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

Current #: VPA 1310
Course: New Course: SPE 1XX, Business and Professional Presentations, Fall 2013
Proposal: Addition of course to the Master Course Listing.

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

Current #: VPA 1312
Program: Program Revision: Crafts Program Check Sheet, Spring 2013
Proposal: Change in program requirements.
Comments: H. Fountain was present to speak to this proposal. No signature on the cover sheet from VPA Curriculum Committee or from Council for Teacher Education. H. Fountain said that she checked with both those committees, and this had already been passed by both.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. It was moved by J. Walker, and seconded by D. King, to table this proposal. MOTION PASSED.

Current #: VPA 1322
Course: New Course: CDE 315, Workshop: Emerging Media Campaigns, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: J. Walker noted that the prerequisite grade should be "C", not "C-". R. Schaeffer noted that there was no assessment section in the proposal. S. Czerny noted the resource list needed to be more detailed.

It was moved by J. Walker, and seconded by E. Long, to consider and approve this proposal. It was moved by J. Walker, and seconded by D. King, to table this proposal. MOTION PASSED.

Graduate Studies

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

COE 1256 Course Revision: SEU 520, Education Theory and Practice – Change to 400 level – SEU 420, Spring 2013
Proposal: Change in course number.

COE 1258 Program Revision: Masters of Education in Instructional Technology: Digital Classroom Technology, Spring 2013
Proposal: Change in program requirements, and change in program electives.

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

COE 1259 New Course: ITC 5XX, Integrating Assistive Technology into the K-12 Curriculum, Spring 2013
Proposal: Addition of course to the Master Course Listing.

COE 1261 New Course: COU 5XX, Counseling Children and Adolescents on the Autism Spectrum, Spring 2013
Proposal: Addition of course to the Master Course Listing.

COE 1262 New Course: COU 5XX, Counseling Children and Adolescents with Mental Health Disabilities, Spring 2013
Proposal: Addition of course to the Master Course Listing.

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

COE 1278 Course Revision: LIB/ITC 562, Digital Citizenship, Spring 2013
Proposal: Change in course title, and change in course description and syllabus.
Comments: E. Long was present to speak to this proposal.

COE 1280 Course Revision: LIB 550, Reading Interests of Adults, Spring 2013
Proposal: Change in course title, and change in course description and syllabus.
Comments: E. Long was present to speak to this proposal.

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

LAS 13003 New Course: ENG 5XX, Critical Writing, Spring 2013
Proposal: Addition of course to the Master Course Listing.

LAS 13034 New Course: ENG 5XX, Digital Rhetoric & Composition, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: S. Czerny noted the resource list, while lengthy, did not include resources newer than 2008.

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

- VPA 1313 New Course: ARU 535, Integrated Curriculum in the Art Classroom, Spring 2013
 Proposal: Addition of course to the Master Course Listing.
 Comments: H. Fountain was present to speak to this proposal. It was noted that the signature for CTE was not on the cover sheets, but H. Fountain said that she had checked and that it had passed at the Council.
- VPA 1314 New Course: ARU 532, Teaching Art in Alternative Settings, Spring 2013
 Proposal: Addition of course to the Master Course Listing.
 Comments: H. Fountain was present to speak to this proposal. It was noted that the signature for CTE was not on the cover sheets, but H. Fountain said that she had checked and that it had passed at the Council.

Distance Education Offerings

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

- COE 1279 Distance Education Offering: LIB/ITC 3XX, Digital Citizenship, Spring 2013
 Proposal: Request to offer course via Distance Education.
- COE 1281 Distance Education Offering: LIB 3XX, Reading Interests of Adults, Spring 2013
 Proposal: Request to offer course via Distance Education.
- COE 1301 Distance Education Offering: EEU 505, Child Development and Practice, Spring 2013
 Proposal: Request to offer course via Distance Education.
- LAS 13023 Distance Education Offering: SOC 280, Social Movements, Summer I 2013
 Proposal: Request to offer course via Distance Education.
- LAS 13030 Distance Education Offering: CRJ 370, Career Criminals and Criminal Careers, Summer I 2013
 Proposal: Request to offer course via Distance Education.

General Education

The following proposals were moved by J. Walker, and seconded by D. King, to consider and approve as a block. MOTION PASSED.

- LAS 11391 Competencies (WI): WRI 220, Technical Writing and Communication, Spring 2013
 Proposal: Requested competencies in Writing Intensive.
- LAS 11392 Competencies (WI): WRI 321, Information Design, Spring 2013
 Proposal: Requested competencies in Writing Intensive.
- LAS 12153 Competencies (WI): SPA 325, Syntax and Stylistics, Spring 2013
 Proposal: Requested competencies in Writing Intensive.
- LAS 12162 Competencies (WI): SPA 212, Spanish Composition, Spring 2013
 Proposal: Requested competencies in Writing Intensive.

- LAS 12163 Competencies (WI): GER 211, German Composition and Conversation I, Spring 2013
Proposal: Requested competencies in Writing Intensive.
- LAS 12169 Competencies (CM): GER 212, German Composition and Conversation II, Spring 2013
Proposal: Requested competencies in Communication Intensive.
- LAS 12170 Competencies (CD): GER 340, Culture and Civilization, Spring 2013
Proposal: Requested competencies in Cultural Diversity.
- LAS 12173 Competencies (CD): SOC 122, Intimate Relationships, Spring 2013
Proposal: Requested competencies in Cultural Diversity.
- LAS 12174 Competencies (CD): SOC 245, Sociology of Deviance, Spring 2013
Proposal: Requested competencies in Cultural Diversity.
- LAS 12175 Competencies (CD): CRJ/SOC 220, Juvenile Delinquency, Spring 2013
Proposal: Requested competencies in Cultural Diversity.
- LAS 12180 Competencies (CD, VL): FRE 138, French Culture through Film, Spring 2013
Proposal: Requested competencies in Cultural Diversity and Visual Literacy.
- LAS 12181 Competencies (WI): TVR 070, Scriptwriting for Electronic Media, Spring 2013
Proposal: Requested competencies in Writing Intensive.
- LAS 12183 Competencies (CT, CD): ANT/SOC 246, Third World Development, Spring 2013
Proposal: Requested competencies in Critical Thinking and Cultural Diversity.
- LAS 12184 Competencies (CT, WI): ANT 262, Hate Across Cultures, Spring 2013
Proposal: Requested competencies in Critical Thinking and Writing Intensive.
- LAS 12191 Competencies (WI): WRI 340, Screenwriting, Spring 2013
Proposal: Requested competencies in Writing Intensive.
- LAS 12194 Competencies (CP): TVR 365, Video Post-Production, Spring 2013
Proposal: Requested competencies in Computer Intensive.
- VPA 1254 Competencies (CT, WI): SPE 299, Survey of Communication Theory, Spring 2013
Proposal: Requested competencies in Critical Thinking and Writing Intensive.
- VPA 1294 Competencies (CT, WI): SPE 340, Communication Research and Writing, Spring 2013
Proposal: Requested competencies in Critical Thinking and Writing Intensive.

College of Business

- Current #: COB 1246
Course: New Course: PRO 4XX, Accounting, Budgeting and Financial Reporting for Public Libraries, Spring 2013
Proposal: Addition of course to the Master Course Listing.
Comments: N. Sigmond was present to speak to this proposal. It was noted that this course could accommodate both undergraduate and graduate students.

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

ANNOUNCEMENTS

Selected Topics Courses

- LAS 13030 Selected Topics in Criminal Justice: CRJ 370, Career Criminals and Criminal Careers, Summer I 2013
- LAS 13036 Selected Topics in History: HIS 372, History of the Bill of Rights, Spring 2013
- LAS 13037 Selected Topics in Psychology: PSY 280, Foundations of Psychology, Spring 2013
- LAS 13041 Selected Topics in History: HIS 369, American Environmental History, Spring 2013
- VPA 1324 Selected Topics in Communication Design: CDE 375, The Advertising Pitch – Strategy, Copy and Art, Spring 2013

ADJOURNMENT

Bethany G. French, Recording Secretary

Susan G. Czerny, Secretary

Date

Date

10-15-2011