

**KUTZTOWN UNIVERSITY
UNIVERSITY CURRICULUM COMMITTEE**

Minutes of February 26, 2015

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

PRESENT: Ellesia Blaque, Jessica Burns, Sue Czerny, Heather Fountain, Helen Hamlet, Soojin Kim, Diane King, Karen Kresge, Louise Male for Michelle Hughes, Cristen Rosch, Marilyn Stewart, John Vafeas, John Walker, and Carole Wells

ABSENT: Patricia Derr, Kylee Roberts

ALSO IN ATTENDANCE: Andy Arnold, Bernadette Bamberger, Jeanie Burnett, Cara Cotellese, Duane Crider, Bethany French, Lisa Frye, Keshav Gupta, George Hale, Steve Hensler, Cheryl Hochberg, Michelle Kiec, Christine Lottes, Brian Meares, R. Todd Rober, Paul Sable and Claire Van Ens

GENERAL ANNOUNCEMENTS

All curricular changes should follow the deadline schedule that is currently listed online for new courses. The chair proposes that the deadlines would appear as follows for all proposals: March 1 for the following Fall and Winter sessions, and October 1 for the following Spring and Summer I and Summer II sessions. It was moved by M. Stewart, and seconded by H. Fountain, to consider and approve this deadline change. MOTION PASSED.

J. Walker stated that there will be a continuation meeting if needed on Thursday, March 5, 2015, in Stratton Admin 200 at 11 a.m.

MINUTES

There were several edits to the minutes noted by J. Walker, including corrections to course numbers, typos, and names.

It was moved by D. King, seconded by H. Fountain, to approve the minutes from January 22, 2015. MOTION PASSED.

OLD BUSINESS

Current #: COE 1504
Course: Course Revision: MKT 351, Media Concept & Planning, Fall 2015
Proposal: Change in course description and syllabus.
Comments: An updated version was submitted to the committee, and it fixed the concerns with references, and the committee was informed that the prerequisites should not change.

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

The following proposals were moved by H. Fountain, and seconded by D. King, to consider and approve as a block. It was moved by D. King, and seconded by H. Fountain, to table these proposals. MOTION PASSED.

COE 1516 Program Revision Educational Studies Track B.S.Ed. Special Education, Fall 2015
Proposal: Change in major program requirements.
Comments: D. King was present to speak to this proposal. The previous issues with Social Work and Psychology have been resolved and discussed with those departments. C. Wells noted that the check sheet did not follow the COE agreement and us the General Education grid that should appear with all programs from that College. L. Male stated that all B.S.Ed.s must have the same distribution for college requirements. D. King stated that that was not what she had been made aware of, and that her department chair had gone over these and did not notice that the General Education check sheet was incorrect.

COE 1517 Program Revision: Educational Studies Track B.S.Ed. Special Education Visually Impaired, Fall 2015
Proposal: Change in major program requirements.
Comments: D. King was present to speak to this proposal. The previous issues with Social Work and Psychology have been resolved and discussed with those departments. C. Wells noted that the check sheet did not follow the COE agreement and us the General Education grid that should appear with all programs from that College. L. Male stated that all B.S.Ed.s must have the same distribution for college requirements. D. King stated that that was not what she had been made aware of, and that her department chair had gone over these and did not notice that the General Education check sheet was incorrect.

Current #: LAS 15012
Course: Course Revision: MAT 121, Math for Business/Info Sci; MAT 140, Stats, Spring 2015
Proposal: Change in course prerequisites.
Comments: This item remains tabled, as no new information was submitted to the committee.

NEW BUSINESS

College of Business

Current #: COB 1409
Course: Course Revision: FIN 355, Investment Portfolio Management, Fall 2015
Proposal: Change in course description and syllabus, and change in course prerequisites.

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

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

- COB 1507 New Course: SPT 310, Fitness Assessment and Exercise Programming, Fall 2015
 Proposal: Addition of course to the Master Course Listing.
 Comments: B. Bamberger and C. Lottes were present to speak to this proposal.
- COB 1508 New Course: SPT 300, Applied Sport Psychology, Fall 2015
 Proposal: Addition of course to the Master Course Listing.
 Comments: B. Bamberger and C. Lottes were present to speak to this proposal.

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

- COB 1523 Course Archive: BUS 312, Microcomputer Database Systems, Fall 2015
 Proposal: Change in course status to archive.
- COB 1524 Course Archive: BUS 353, Management of Information Technology, Fall 2015
 Proposal: Change in course status to archive.

Interdisciplinary Programs

- Current #: IDC 1504
 Program: New Program: Supply Chain Management and Logistics Minor, Fall 2015
 Proposal: Addition of new minor program.
 Comments: S. Hensler was present to speak to this proposal. D. King noted that the DRAFT watermark needs to be removed from the check sheets, and that the program code, version number and effective date need to be added correctly. L. Male asked if management majors would not be eligible to enroll in this minor. S. Hensler stated that they could not take courses for credit in both the management major and this minor, but could take the minor. L. Male then noted that management majors would then need 132 credits total to graduate, if they are also taking the minor. The committee agreed to add a statement to this effect.

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

College of Liberal Arts & Sciences

- Current #: LAS 15122
 Course: De-Archive Course: ENG 253, German Literature in English Translation I, Fall 2015
 Proposal: Change in course status to remove from archive.
 Comments: L. Male asked if this course is intended for English majors only. E. Blaque said she believes that this is for English majors only, but would like to clarify that with her department chair. J. Walker proposed that it would be tabled in order to seek clarification from the chair of the department.

It was moved by H. Fountain, and seconded by E. Blaque, to consider and approve this proposal. It was moved by H. Hamlet, and seconded by H. Fountain, to table this proposal. MOTION PASSED.

Current #: LAS 15123
Course: Omnibus Course Archive: Omnibus History Archive, Fall 2015
Proposal: Omnibus change in course statuses to archive

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

Current #: LAS 15130
Program: Program Revision: Omnibus Paralegal Studies Grid Sheets, Fall 2015
Proposal: Omnibus change in major program electives.
Comments: G. Hale was present to speak to this proposal.

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

Current #: LAS 15132
Course: Course Revision: CSC 354, Software Engineering I, Fall 2015
Proposal: Change in course description and syllabus, and change in course title.
Comments: L. Frye was present to speak to this proposal. C. Wells noted that this does include a change in the course title, and that was added to the proposal requests.

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

Current #: LAS 15133
Course: Course Revision: CSC 355, Software Engineering II, Fall 2015
Proposal: Change in course title, change in course description, and change in course status to de-archive.
Comments: L. Frye was present to speak to this proposal.

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

Current #: LAS 15135
Course: New Course: CSC 328, Network Programming, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: L. Frye was present to speak to this proposal. H. Fountain had a question about being too specific in the course by using particular industry-specific acronyms in the Course Objectives, and suggested adding the words “such as” so that it would not need to be clarified every time a term is added. L. Frye said either way would be good, since these acronyms haven’t changed since 1969.

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

Current #: LAS 15136
Course: Course Revision: CSC 554, Project Management, Fall 2015
Proposal: Change in course description and syllabus.
Comments: L. Frye was present to speak to this proposal.

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

Current #: LAS 15145
Course: New Course: CSC 123, Introduction to Scientific Programming, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: L. Frye was present to speak to this proposal. L. Male asked if this course was open to all majors, and L. Frye said that it is.

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

Current #: LAS 15146
Course: New Course: CSC 330, Introduction to Mobile Architecture and Systems, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: L. Frye was present to speak to this proposal.

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

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

LAS 15147 Course Revision: CRJ 362CPWI, Research Methods, Fall 2015
Proposal: Change in course prerequisites.

LAS 15148 Course Revision: CRJ 380CTWI, Senior Seminar, Fall 2015
Proposal: Change in course prerequisites.
Comments: L. Male made sure to note that the required 75 earned credits as a prerequisite would need to be earned by the student prior to registration for the course.

LAS 15149 Course Revision: CRJ 190, Federal Law Enforcement, Fall 2015
Proposal: Change in course prerequisites.

College of Visual & Performing Arts

Current #: VPA 15098
Course: New Course: TVR 222, The Evolution of Sports in the Media, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: C. Cotellese was present to speak to this proposal.

It was moved by H. Fountain, and seconded by M. Stewart, to consider and approve this proposal.
MOTION PASSED.

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

VPA 15100 New Course: MUU 510, Psychology of Music, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

VPA 15101 New Course: MUU 520, Instructional Systems Design and Learning Processes in Music, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

VPA 15102 New Course: MUU 525, Advanced Foundations of Music Education, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

VPA 15103 New Course: MUU 530, Practical Technology for Music Educators, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

VPA 15104 New Course: MUU 540, Musical Analysis for the Music Educator, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

VPA 15105 New Course: MUS 550, Seminar in Musicology, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal.

Current #: VPA 15106
Program: New Program: Master of Education, Music Education Check Sheet, Spring 2016
Proposal: Addition of new program.
Comments: R. T. Rober was present to speak to this proposal. There was a question about the last course on the check sheet, and R. T. Rober stated that that course already exists and that the cross-listing for music is coming shortly.

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

Current #: VPA 15107
Course: New Course: MUP 229, Applied Jazz Instruction, Fall 2015
Proposal: Addition of course to the Master Course Listing.
Comments: R. T. Rober was present to speak to this proposal. The committee noted that under Description, ½ contact hours should be added. C. Wells also noted that the requested course number of MUP 255 is already in use, so the course number once approved will be MUP 229.

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

Current #: VPA 15110
Course: Omnibus Course Revision: CDE 122, 130, 140, 141, 147, and 151, Fall 2015
Proposal: Omnibus change in course prerequisites.

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

Current #: VPA 15111
Program: New Program: Applied Digital Arts BFA, Fall 2016
Proposal: Addition of new major program.
Comments: M. Kiec was present to speak to this proposal. L. Male noted that the Gen. Ed. side of the check sheet was not included, so she wasn't sure if it was the same as the rest within the College of Visual & Performing Arts; K. Kresge said that it is the same General Education check sheet as the rest of CVPA.

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

Current #: VPA 15112
Program: New Program: MA in Arts Administration, Fall 2016
Proposal: Addition of new major program.
Comments: M. Kiec was present to speak to this proposal.

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

Current #: VPA 15114
Program: Program Revision: B.S. Music Education Check Sheet, Fall 2015
Proposal: Change in major program requirements.
Comments: R. T. Rober was present to speak to this proposal. C. Wells noted that the check sheet needs the Effective Date, version number and program number correctly added to it. The competency on MUS 325 also needs to be removed, and must go through UCC to complete that.

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

Current #: VPA 15115
Program: Program Moratorium: RAR Courses, Spring 2015
Proposal: Change in program status to place in moratorium.
Comments: H. Fountain was present to speak to this proposal.

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

General Education

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

COE 1521 Competencies (WI): ELU 342, Teaching Writing at the Middle Level, Fall 2015
Proposal: Requested competencies for Writing Intensive.
Comments: J. Walker

COE 1549 Competencies (CD, WI): LIB 221, Resources for Children, Spring 2016
Proposal: Requested competencies for Cultural Diversity and Writing Intensive.

LAS 15139 Competencies (CP, VL): CSC 220, Object-Oriented Multimedia Programming, Fall 2015
Proposal: Requested competencies in Computer Intensive and Visual Literacy.

VPA 1533 Competencies (VL): CFT 21, Ceramics for Non-Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.

VPA 1534 Competencies (VL): CFT 68, Enameling for Non-Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.

VPA 1535 Competencies (VL): CFT 61, Fine Metals for Non-Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.

VPA 1536 Competencies (VL): CFT 41, Textiles and Materials Studies for Non Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.

- VPA 1537 Competencies (VL): CFT 31, Weaving for Non Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1538 Competencies (VL): CFT 141, Textiles and Materials Studies I, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1539 Competencies (VL): CFT 131, Weaving I, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1540 Competencies (VL): CFT 161, Fine Metals I, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1541 Competencies (VL): CFT 268, Enameling, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1542 Competencies (VL): CFT 121, Ceramics I, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1545 Competencies (VL): CFT 51, Wood Design for Non Majors, Fall 2015
Proposal: Requested competencies in Visual Literacy.
- VPA 1546 Competencies (CD): ARU 332, Teaching Art in Alternative Settings, Fall 2015
Proposal: Requested competencies in Cultural Diversity.
- VPA 1550 Competencies (CT): ARU 110, Explorations in Art Education, Fall 2015
Proposal: Requested competencies in Critical Thinking.
- VPA 1562 Competencies (VL): CFT 151, Wood Design I, Fall 2015
Proposal: Requested competencies in Visual Literacy.

Distance Education Offerings

The following proposals were moved by H. Fountain, and seconded by M. Stewart, to consider and approve as a block. MOTION PASSED.

- LAS 15151 Distance Education Offering: ENG 595, Victorian Prose, Fall 2015
Proposal: Request to offer an existing course via Distance Education.
Comments: E. Blaque was present to speak to this proposal. J. Walker noted that this proposal needs to explicitly state that TOCC is an instructor requirement.
- LAS 15161 Distance Education Offering: ENG 102, World Literature II, Fall 2015
Proposal: Request to offer an existing course via Distance Education.
Comments: E. Blaque was present to speak to this proposal. J. Walker noted that this proposal needs to explicitly state that TOCC is an instructor requirement.

- LAS 15162 Distance Education Offering: WRI 342, Screenwriting: Creating a Narrative Web Series, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
 Comments: E. Blaque was present to speak to this proposal.
- LAS 15163 Distance Education Offering: CSC 521, Advanced Web-Based Software Design, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15097 Distance Education Offering: ARU 535, Integrated Curriculum in the Art Classroom, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15099 Distance Education Offering: COM/WGS 350, Leadership: A Communication Perspective, Summer II 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15116 Distance Education Offering: ARU 532, Teaching Art in Alternative Settings, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15117 Distance Education Offering: ARU 525, Current Issues in Art Education, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
 Comments: J. Walker noted that this proposal needs to explicitly state that TOCC is an instructor requirement.
- VPA 15118 Distance Education Offering: ARU/ARC/WST 515, Women's Issues in Art Education, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15119 Distance Education Offering: ARU 541, Teaching Contemporary Art issues, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- VPA 15120 Distance Education Offering: ARU 556, Curricular Applications in Art Education, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
- Current #: VPA 15059
 Course: Distance Education Offering: COM 295, Popular Culture, Fall 2015
 Proposal: Request to offer an existing course via Distance Education.
 Comments: The committee noted that this proposal had no summary of request or memo attached with it. It was recommended that this proposal be tabled until the next meeting, and the department be contacted to provide more information.

It was moved by K. Kresge, and seconded by M. Stewart, to consider and approve this proposal. It was moved by E. Blaque, and seconded by H. Fountain, to table this proposal. MOTION PASSED.

ANNOUNCEMENTS

One Time Only Courses

- LAS 15124 One Time Only Course: MAT 337, Introduction to Cryptography, Spring 2016
Comments: The course number was changed from MAT 370 to MAT 337.
- LAS 15155 Selected Topics in Modern Language Studies: SPA 370, Narco Culture in Latin America and Across the Border, Fall 2015
Comments: This proposal requested Selected Topics, but is actually a One Time Only Course.

Selected Topics Courses

- LAS 15159 Selected Topics in History: HIS 205, Roots of American Democracy and Industrialization, Fall 2015
Comments: A. Arnold was present to speak to this proposal.
- LAS 15160 Selected Topics in History: HIS 072, The Fight for the US Constitution, Fall 2015
Comments: A. Arnold was present to speak to this proposal.

OLD BUSINESS

The following proposals were moved by M. Stewart, and seconded by J. Vafeas, to remove from the table, consider and approve as a block. MOTION PASSED.

- COE 1516 Program Revision Educational Studies Track B.S.Ed. Special Education, Fall 2015
Proposal: Change in major program requirements.
Comments: D. King requested that these two proposals be removed from the table, and discussion be reopened. She asked that the committee pass these proposals, on the condition that she ensures that the correct College General Education grid be used with the check sheets.
- COE 1517 Program Revision: Educational Studies Track B.S.Ed. Special Education Visually Impaired, Fall 2015
Proposal: Change in major program requirements.
Comments: D. King requested that these two proposals be removed from the table, and discussion be reopened. She asked that the committee pass these proposals, on the condition that she ensures that the correct College General Education grid be used with the check sheets.

ADJOURNMENT

Bethany G. French, Recording Secretary

Susan G. Czerny, Secretary

Date

Date

3-16-15