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## University of Northern Iowa Graduate College Curriculum Committee Minutes, October 29, 2003

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# MINUTES OF GRADUATE COMMITTEE ON CURRICULA

#003

October 29, 2003

Present: Dahms, Dolgener, Fahmy, Gladden, Mackay, Marshall, McGlade, Oleson, Salim, Wallace

Guests: K. Baughman, M. Fienup, J. Fritch, J. Mishra, L. Nelson, S. Rosell, S. Varzavand, N. Vernon

The meeting was called to order by Chair Jackie McGlade at 11:05 a.m. in Lang 245.

## I. Welcome

Chair McGlade welcomed all members and guests.

## II. Approval of Minutes

Chair McGlade asked members to review GCC Minutes #002, October 22, 2003.

Marshall stated she had informed Wallace of corrections needed regarding new course 800:1xxg "Statistical Methods in Bioinformatics", page 7, IV.F. Mathematics, paragraphs 1 and 2. Wallace indicated paragraph 1 and 2 should be corrected as follows:

"Marshall stated the library had not been consulted on this course, but indicated that the bibliographer said that purchases would be made in this area, but that they may be limited by a tight budget.

Salim and McGlade raised concern with the indicated budget impact of \$10,000 for staff resources.

Fahmy counseled members that typically an issue of budget impact is tabled until funds are assured by the appropriate College Dean and the Provost."

Wallace also stated corrections needed to be made as follows:

page 3, IV.C. Computer Science as follows:

< New course 810:278 "Topics in Software Engineering" should be added to the first list of courses (810:242...810:280) which were approved.

< New course 810:278 "Topics in Software Engineering" at bottom of page should be changed to **810:248 "Topics in Computer Systems"**

page 8, V. Graduate Curricular Items Postponed/Pending/Deferred

Computer Science Department -- New course 810:278 "Topics in Software Engineering" should be changed to **810:248 "Topics in Computer Systems"**

Dolgener moved, Gladden seconded to approve minutes as amended. Motion carried.

## III. Old Business

McGlade distributed forms regarding curricular items which had been postponed/pending, which are referred to below.

### A. **330:143g "Managing Manufacturing Systems" (Industrial Technology Department) (Tabled at October 22, 2003 GCC meeting pending Industrial Technology Department consultation with Management Department)**

(McGlade distributed Form J-780) Salim stated consultation had been completed and approved, and Management Department had no objections.

Oleson moved, Dolgener seconded to approve course 330:143g. Motion carried.

**B. 840:143g "Biogeography and Origins of Diversity" (Biology Department)  
(Tabled at October 22, 2003 GCC meeting pending Biology Department's consultation with  
Geography Department)**

Dahms stated consultation had been completed and approved, and Geography Department had no objections.

Dahms moved, Dolgener seconded to approve course 840:143g. Motion carried.

**C. 870:125g "Principles of Paleontology" (Earth Science Department)  
(Tabled at October 22, 2003 GCC meeting until receive further clarification from Earth Science  
Department)**

(McGlade distributed Form C-1497) Salim stated the Earth Science Department has decided to drop the "g" designation from this course, and therefore this is no longer a graduate consideration.

Salim moved, Gladden seconded to rescind any prior approvals concerning course 870:125g. Motion carried.

**D. Master of Arts in Technology - restatement (Industrial Technology Department)  
(Tabled at October 22, 2003 GCC meeting until further consultations with cited departments.)**

(McGlade distributed Form J-781) Salim stated consultations have been completed and approved with the Management Department and Environmental Science. Salim stated Management Department has withdrawn their objection.

Oleson moved, Salim seconded to approve Master of Arts in Technology restatement. Motion carried.

**E. 800:1xxg "Statistical Methods in Bioinformatics" (Mathematics Department)  
(Tabled at October 22, 2003 GCC meeting until McGlade receives further clarification from  
Mathematics Department Chair regarding budget impact of \$10,000 for staff resource needs.)**

McGlade stated she had sent a request to Mathematics Department Chair Ridenhour requesting further clarification but has had no response from Chair Ridenhour.

Committee members agreed to continue tabling this course.

**F. 810:112 "User Interface Design"  
810:140g "System Administration"  
810:141g "System Security" (Computer Science Department)  
(Tabled at October 22, 2003 GCC meeting pending Computer Science Department consultation with  
Management Department)**

Fienup stated consultations have been completed, and there were no objections. Fienup stated consultation forms have been given to Coleen Wagner, Provost Office.

**G. 810:248 "Topics in Computer Systems"  
810:278 "Topics in Software Engineering" (Computer Science Department)  
(At October 22, 2003 GCC meeting, 810:248 was returned to Computer Science Department for  
further development. Course 810:278 was approved.)**

Fienup distributed Form D-664 concerning course 810:248 which gave more detailed responses to questions.

Mackay questioned whether course 810:248 and course 810:278 were going to be offered on different topics and be able to be repeated. Fienup responded these courses could be repeated. Mackay stated a statement concerning repeating this course needs to be included in the course description for each course.

McGlade stated she would prefer the Computer Science Department Head approve the addition of a repeat statement to courses 810:248 and 810:278.

Dolgener moved, Gladden moved to reconsider 810:278 "Topics in Computer Systems" which had been approved at the October 22 GCC meeting, and postpone further discussion concerning 810:248 and 810:278 until statements regarding repeating these topics courses was approved at department level. Motion carried.

Fienup stated he would follow up with department head.

#### **IV. Review of Curriculum Review Procedures**

McGlade stated Gladden would be leading the review of the College of Humanities and Fine Arts graduate curriculum packet. McGlade indicated graduate curriculum would be reviewed by department as follows: motion to approve the specified department or specific items within that department, a second to that motion, discussion, and vote.

#### **V. Review of College of Humanities and Fine Arts Curriculum Packet (Graduate)**

Editorial notes:

- < Per Graduate Council decision, all "g" courses must have "junior standing" designated as a prerequisite (but **not** "junior standing **or** consent of instructor"). D. Wallace will handle this editorially, and no specific changes in the abstract relative to this will be noted in the minutes.
- < Course numbers which have changed and are denoted in abstract under the old number (as well as those not in abstract but in catalog) will be edited by D. Wallace throughout the curriculum review and catalog process. No specific changes in the abstract relative to this will be noted in the minutes.

##### **A. English, Language and Literature Department**

Salim summarized pertinent graduate curriculum questions/issues within the Department of English, Language and Literature curriculum packet, and motions, discussion, and voting was as follows:

< **620:150g "Author Seminar:\_\_\_\_\_"**

Baughman stated this course was initiated to be more explicitly devoted to one or more authors. Gladden stated this is also a result of departmental program review and strategic planning.

Dolgener moved, Oleson seconded to approve 620:150g. Motion carried.

< **620:148g "Shakespeare"**

< **620:188g "Seminar in Literature: \_\_\_\_\_"**

< **620:197g "Professional Writing Practicum"**

< **630:196g "Bilingual Education in the Public Schools"**

Gladden stated changes were minor, and he found no areas of concern.

Dolgener moved, Dahms second to approve above courses. Motion carried.

This concluded discussion of the English, Language and Literature Department graduate curriculum.

## **B. Communication Studies Department**

Gladden summarized pertinent graduate curriculum questions/issues within the Department of Department of Communication Studies curriculum packet, and motions, discussion, and voting was as follows:

- < **New course 48C:2xx "Communication Research Methodology"**
- < **48C:120g "Technology and Human Communication"**
- < **48C:123g "Rhetorical Theories"**
- < **48C:138g "Health Communication"**
- < **48C:178g "Persuasion"**
- < **48C:197g "Internship in Communication"**
- < **48C:224 "Communication Theory"**
- < **48E:123g "Television Form, Content, Criticism"**
- < **48E:197g "Internship in Electronic Media"**
- < **48J:197g "Internship in Journalism"**
- < **48P:197g "Internship in Public Relations"**

Gladden stated changes were minor and he found no areas of concern.

Regarding 48C:120g, Fahmy questioned if the description reflected the changes in the course from 0-level to 100g-level. Fritch responded the description was changed to reflect this and indicated the course has been above 0-level as it is currently being taught.

Regarding 48C:123g, Fritch stated changes were being made to parallel this course to 48C:124g, therefore resolving a disparity in their curriculum.

Regarding new course 48C:2xx, it was questioned why this was one course rather than 3 courses. Fritch responded it was easier to keep track of students with this being one course and he had contacted the Registrar's Office and they were OK with this being one course.

Regarding 48C:224, Fritch commented consultation had been done with the Accounting Department since some of those students in the Master of Accounting degree enroll in this course, but has not received a response of any objections. Oleson responded he did not feel there would be any objection on the part of Accounting Department.

Regarding 48E:123g, Marshall stated that she noticed the course was being broadened to include all electronic media. Kate Martin, Head of Collection Management at the Library, stated that library resources could support this, but that resources related to digital multimedia should be added as funds permit.

Regarding new course 48C:2xx "Communication Research Methodology", Marshall stated the Library was not consulted about this course. She consulted the bibliographer for this area, who says that the library's resources should be sufficient to support the course.

Dolgener moved, Oleson seconded to approve above courses. Motion carried.

This concluded discussion of the Communication Studies graduate curriculum packet.

## **C. Modern Languages Department**

Gladden summarized pertinent graduate curriculum questions/issues within the Department of Modern Languages curriculum packet, and motions, discussion, and voting was as follows:

- < **770:101g "Advanced Russian I"**
- < **770:103g "Advanced Russian II"**

Dolgener cited the "May be repeated once for credit." statement in each of the above course descriptions. He questioned if, in each course, it was the same course content being repeated.

Niles Vernon stated each course incorporates language and culture, and if a student takes the course in the Fall and repeats in the Spring, the content will be different in each of those semesters.

Dolgener asked how this was going to be tracked, and what guarantee there would be that a student would not be repeating the same course content.

Niles Vernon responded there was no guarantee, but the department knew of no other suitable solution without going to a "topics" course.

Members raised course renumbering as an option. Wallace suggested the department could choose to change the third digit of their 3-digit department prefix (i.e., 770:101g could be 77A:101g and 77B:101g) or change the last 3 numbers of the course (101) to split into two separate courses.

Niles Vernon stated he would need to check further with Maria Basom, Modern Languages Department Head.

**Dolgener moved, Salim seconded to table further discussion of 770:101g and 770:103g pending clarification on renumbering. Motion carried.**

- < **780:108g "Introduction to Spanish Linguistics"**
- < **780:146g "Topics in Language and Culture"**
- < **780:151g "Advanced Oral Communication"**
- < **780:166g "Topics in Literature and Culture: \_\_\_\_\_"**
- < **780:221 "Hispanic Cultures:\_\_\_\_\_"**
- < **780:240 "Analysis of Spanish"**
- < **780:241 "Old Spanish"**
- < **M.A. - Major in Spanish** (restatement)
- < **M.A. - Major in TESOL/Modern Languages** (restatement)

Gladden stated changes to courses listed above were minor, and he found no areas of concern.

Regarding the M.A. Major in Spanish, Vernon stated changes were made to build more flexibility into the program, given the availability of faculty in the summer. He commented with this flexibility they are able to offer courses and avoid student requests and amended GF-1s.

Dolgener moved, Oleson seconded to approve above courses and restatements of major. Motion carried.

#### **D. School of Music**

Gladden summarized pertinent graduate curriculum questions/issues within the School of Music curriculum packet, and motions, discussion, and voting was as follows:

- < **560:161g "Opera Workshop I"**
- < **560:162g "Opera Workshop II"**

Wallace stated the use of the word "workshop" in a course title is typically held for the "Workshop" common course numbers 033, 133, 133g, and 233.

Mackay stated "Workshop" credit is limited to 6 hours.

Jen Mishra inquired if there was another word members could suggest to replace "workshop". Dahms suggested "practicum" as a possibility.

**Dolgener moved, Dahms seconded to table further discussion of courses 560:161g and 560:162g to allow further consideration of an appropriate title by School of Music. Motion carried.**

- < **570:153g "Curriculum Development in Music Education"**
- < **New course 595:120g-12 "Voice V, Opera Literature"**

< **Major in Performance** (restatement)

Gladden stated changes were minor, and he found no concerns.

Regarding course 595:120g-12, Mishra stated this course would be offered approximately once every 2 years based on faculty.

Regarding Major in Performance, Mishra stated hidden prerequisites have now been inserted as part of the program.

Dahms moved, Dolgener seconded to approve above two courses and major restatement. Motion carried.

< **New course 580:1xxg "Jazz Composition Class"**

Marshall stated there was no library consultation, and that the bibliographer has indicated the collection of jazz recordings is strong but that some other library resources would need to be added to adequately support the course. McGlade asked whether a formal library consultation should be required, and Marshall agreed that it should.

Dolgener moved, Oleson seconded to table 580:1xxg "Jazz Composition Class" until library consultation had been completed. Motion carried.

#### **D. Theatre Department**

Gladden summarized pertinent graduate curriculum questions/issues within the Department of Theatre curriculum packet, and he found no areas of concern. Motions and voting was as follows:

- < **490:124g "Acting III"**
- < **490:126g "Acting Styles"**
- < **490:127g "Acting IV"**
- < **490:160g "History of the Theatre III"**
- < **490:162g "Directing II"**
- < **490:164g "Advanced Directing and Design"**
- < **490:168g "Playwriting"**

Dolgener moved, Salim seconded to approve above courses. Motion carried.

#### **E. Women's Studies**

Gladden summarized pertinent graduate curriculum questions/issues within Women's Studies curriculum packet, and stated he found no areas of concern. Motions and voting was as follows:

- < **New course 680:289 "Graduate Seminar in Women's Studies: Library Research Methods"**
- < **680:289 "Graduate Seminar in Women's Studies: Global Feminisms"**
- < **M.A. - Major in Women's Studies** (restatement)

Dolgener moved, Dahms seconded to approve above courses and restatement of major. Motion carried.

## **F. Philosophy and Religion Department**

Gladden summarized pertinent graduate curriculum questions/issues within Philosophy and Religion Department curriculum packet, and stated he found no areas of concern. Motions and voting was as follows:

- < **New course 640:xxg "Why We Believe"**
- < **680:1xxg "Images of Blacks in the White Mind"**
- < **640:167g "Religion and Autobiography" (drop)**
- < **650:153g "The Human Person"**

Dolgener moved, Dahms seconded to approve above courses. Motion carried.

## **G. Communicative Disorders Department**

- < **51C:164g "Neural Basis of Communication"**

Gladden stated the Graduate Faculty did not approve this course.

**Dolgener moved, Gladden seconded to table discussion of this course and return to Communicative Disorders Department pending clarification of Graduate Faculty vote. Motion carried.**

- < **51S:250 "Introduction to Clinical Assessment"**
- < **51S:252 "Advanced Clinical Assessment" (drop)**
- < **M.A. - Major in Speech-Language Pathology (restatement)**

Lauren Nelson commented 51S:250 had been taught under two titles (51S:250 and 51S:252) but the courses were not taught differently. She indicated this is accepted practice for assessment to take place in this manner.

Dolgener moved, Dahms seconded to approve above two courses and restatement of major. Motion carried.

## **H. Art Department**

- < **600:171g "Ceramic Raw Materials and Glaze Calculations"**

Gladden stated the Graduate Faculty did not approve this course.

**Dolgener moved, Dahms seconded to table discussion of this course and return to Art Department pending clarification of Graduate Faculty vote. Motion carried.**

This concluded discussion of the CHFA graduate curriculum packet, and McClade thanked Gladden for his review and presentation.

## **VI. M.A. - Audiology Major (Communicative Disorders Department)**

Mackay indicated it was her understanding the M.A. Audiology Major was to be dropped but she found no indication of that in the abstract.

Lauren Nelson responded the Department of Communicative Disorders had followed the directive of the Graduate Council by proceeding with formal suspension of the M.A. in Audiology, but the department had not received further direction on dropping the program so no further formal action has been taken. Nelson stated the last student graduated from this program in Spring 2003.

Wallace stated the M.A. in Audiology would appear in the university catalog until it is officially dropped. Mackay also stated it would appear on the application and when students expressed interest, they would be directed to the department.

McClade stated she would follow up with the Graduate Council concerning any further action which may be needed concerning this major.



## VII. Graduate Council Meeting - November 20th

McGlade stated she would prefer to present all GCC items approved through November 19th at the Graduate Council meeting November 20th rather than waiting to present the entire packet at one time.

McGlade stated she could not be present at the Graduate Council meeting November 20th, and asked if a GCC member could attend this Graduate Council meeting to present the approved GCC items. Dolgener stated he would attend and present the approved items at the November 20 Graduate Council meeting.

McGlade requested Mackay and Wallace to be present at this Graduate Council meeting if possible. Mackay and Wallace responded they would attend.

## VIII. Graduate Curricular Items **Postponed/Pending/Deferred**

### October 22, 2003, Minutes #002

#### **Computer Science Department**

New course 810:248 "Topics in Computer Systems"

New course 810:278 "Topics in Software Engineering"

(Returned courses for Computer Science Department approval regarding addition of statement concerning repeating courses.)

M.S. Computer Science Major

(Approved pending Computer Science language revision regarding oral defense.)

#### **Mathematics Department**

800:1xxg "Statistical Methods in Bioinformatics"

(Tabled until McGlade receives further clarification from Mathematics Department Chair regarding budget impact of \$10,000 for staff resource needs.)

### October 29, 2003, Minutes #003

#### **Modern Languages Department**

770:101g and 770:103g

(Tabled pending clarification on renumbering.)

#### **School of Music**

560:161g "Opera Workshop I" and 560:162g "Opera Workshop II"

(Tabled pending further consideration of title by School of Music)

580:1xxg "Jazz Composition Class"

(Tabled pending library consultation)

#### **Communicative Disorders Department**

51C:164g "Neural Basis of Communication"

(Tabled and returned to department pending clarification on Graduate Faculty vote.)

M.A. - Major in Audiology

(McGlade to follow up with Graduate Council regarding further formal action needed to drop this suspended major.)

#### **Art Department**

600:171g "Ceramic Raw Materials and Glaze Calculations"

(Tabled and returned to department pending clarification on Graduate Faculty vote.)

McGlade announced next GCC meeting will be Wednesday, **November 5, 11:00 a.m.** The College of Education graduate curriculum packet will be reviewed. Location will be **Lang 245**.

Meeting adjourned at 12:50 p.m.

Respectfully submitted,

Diane Wallace, GCC secretary

dmw

cc: Susan Koch  
GCC Alternates  
Coleen Wagner  
Guests