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## University of Northern Iowa Graduate College Curriculum Committee Minutes, November 5, 2003

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# MINUTES OF GRADUATE COMMITTEE ON CURRICULA

#004

November 5, 2003

Present: Dolgener, Gladden, Mackay, Marshall, McGlade, Salim, Wallace  
Alternate: Dale Cyphert/M. Oleson, Stephen Muzzatti/D. Dahms  
Absent: Fahmy  
Guests: M. Agran, S. Alper, R. Boody, J. Cornett, R. Edmiaston, M. Fienup, S. Gable, D. Gallagher, L. Hensley, S. Hudson, S. Joslyn, M. Mack, M. Waggoner, B. Wilson

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. Announcements

McGlade announced Graduate Council meetings are scheduled for November 20 and December 4. She stated Dolgener would present the Graduate Curriculum Committee items approved through November 19 to the Graduate Council at the November 20 meeting. She stated the remainder of items approved after November 19 would be presented at the December 4 meeting. She stated Mackay and Wallace would be present at both of these Graduate Council meetings.

McGlade announced a GCC meeting would be tentatively scheduled for December 3 to address/approve additional items before the December 4 Graduate Council meeting. McGlade asked members to keep this date available.

## III. Approval of Minutes

Chair McGlade asked members to review GCC Minutes #003, October 29, 2003.

Marshall stated on page 3, V. A., 1st paragraph, "Salim" should be changed to "Gladden".

Gladden stated on page 5, V. C., 1st, 3rd, and 5th paragraphs, "Niles" should be changed to "Nile".

Dolgener moved, Cyphert seconded to approve minutes. Motion carried.

## IV. Old Business

McGlade distributed forms/information regarding curricular items which had been postponed/pending (referred to below).

### A. **800:1xxg *Statistical Methods in Bioinformatics*** (new course) **(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 distributed email from Jerry Ridenhour dated 11/3/03) Ridenhour indicated in his email to McGlade that the projected \$10,000 was due to the need for additional staff to teach the additional statistics courses needed to support the program. However, currently a search is underway for a statistics candidate which should provide the resources necessary to meet the need, and, therefore, the \$10,000 cost is no longer an issue and can be dropped.

Dolgener moved, Salim seconded to approve 800:1xxg.

(McGlade distributed email from Jerilyn Marshall dated 11/4/03) Marshall indicated Kate Martin has stated "we have traditionally considered comments made at a UCC or GCC meeting, in the absence of a consultation request, to stand in lieu of a formal library consultation." Marshall stated this course has been reviewed by the library and a formal library consultation form is not an issue at this time.

McGlade stated this course should continue to be tabled until the revised form dropping the \$10,000 budget impact has been formally completed and approved. Members agreed and Dolgener and Salim withdrew their motion to approve.

800:1xxg "Statistical Methods in Bioinformatics" tabled until revised Form D is completed and approved.

**B. 600:171g Ceramic Raw Materials and Glaze Calculations**

(Tabled at October 29 meeting and returned to department pending clarification on Graduate Faculty vote.)

McGlade stated forms had been completed and approved.

Gladden moved, Dolgener seconded to approve. Motion carried.

**C. 770:101g Advanced Russian I and 770:103g Advanced Russian II**

(Tabled at October 29 meeting pending clarification on renumbering.)

McGlade stated she had not heard any update concerning these two courses.

Members agreed to continue to table these courses.

**D. 560:161g Opera Performance and 560:162g Advanced Opera**

(Tabled at October 29 meeting pending further consideration of title by School of Music)

Mackay suggested further discussion within the Registrar's Office before this is voted on.

Wallace indicated these courses would also be discussed at the UCC November 12.

Members agreed to continue to table these courses.

**E. 580:1xxg Jazz Composition**

(Tabled at October 29 meeting pending library consultation)

Marshall stated that since a formal library consultation is being sent over for the Jazz Composition class, there is no need to hold up the GCC's action on approving the course. The Library has already done a preliminary review of the collection strengths and gaps in this area. The bibliographer will work within budgetary constraints to add materials when possible.

Dolgener moved, Gladden seconded to approve. Motion carried.

**V. Review of Curriculum Review Procedures**

McGlade stated Dolgener would be leading the review of the College of Education 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.

## VI. Review of College of Education 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. College of Education - Interdepartmental

Dolgener summarized pertinent graduate curriculum questions/issues within the College of Education, Interdepartmental curriculum packet, and motions, discussion, and voting was as follows:

- < **190:xxx Inquiry** (new)
- < **190:301 Context of Contemporary Education**
- < **190:302 Contemporary Instructional Practices** (number change to 200:3xx)
- < **190:305 Qualitative Methods in Educational Research** (number change from 250:302)
- < **190:306 Inquiry and Educational Practices** (drop)
- < **190:307 Educational Data Analysis and Interpretation**
- < **190:310 Organizational Processes and Communication** (number change to 170:3xx and 270:3xx)
- < **190:311 Educational Leadership and Systems Change** (number change to 170:3xx and 270:3xx)
- < **190:389 Dissertation Seminar**

Dolgener stated changes in numbers were due to revisions in doctoral core, and courses were going back to department. He stated he found no areas to be problematic.

Mackay cited the many changes to 190:307 (title, description, and prerequisites) and questioned why this was not being proposed as a new course.

R. Boody responded half of 190:306 which is being dropped and half of 190:307 are being incorporated in this proposed course 190:307. He stated qualitative and quantitative would be taught together.

Mackay stated the content in course 190:307 would be significantly different from the 2002-2004 cycle versus the 2004-2006 cycle.

Regarding new course 190:xxx *Inquiry*, Marshall stated the Library had not been consulted. Library resources should be able to support this course, with the addition of some additional materials that are being acquired.

Salim moved, Gladden seconded to approve above courses with the exception of course 190:307. Motion carried.

Members agreed to table 190:307 pending further rationale from COE concerning being proposed as revision to an existing course rather than a new course.

### B. Curriculum and Instruction Department

Dolgener summarized pertinent graduate curriculum questions/issues within the Department of Curriculum and Instruction curriculum packet, and motions, discussion, and voting was as follows:

- < **210:121g Infant and Toddler Care and Education**
- < **210:150g Middle Level Curriculum**
- < **210:151g Early Childhood Curriculum Development and Organization**
- < **210:155g Constructivist Early Education**

- < **210:299 Research**
- < **210:389 Seminar in Curriculum and Instruction**

Dolgener stated course 210:155g increased 1 hour and that this increase does impact a program. He stated there were no areas of concern regarding the other courses.

Salim moved, Gladden seconded to approve above courses, with the exception of 210:155g. Motion carried.

Mackay stated the program effected by the increase of hours for 210:155g has a restatement in the abstract and all hours balance.

Gladden moved, Salim seconded to approve course 210:155g. Motion carried.

- < **230:117g Methods of Teaching Literacy at the Middle and Secondary Levels**
- < **230:299 Research**

Cyphert moved, Gladden seconded to approve about two courses.

Mackay indicated hours for course 230:299 were being changed from 3 hours to 1-3 hours. Since thesis students are required to take 6 hours, she suggested a repeat statement be included in the description for thesis students.

Cyphert/Gladden amended their original motion to instead approve 230:117g and **table 230:299 until form has been submitted to include a repeat statement which would clarify and address needs of thesis students.** Motion carried.

- < **240:131g Technology in Education**
- < **240:138g Educational Graphic Design**
- < **240:147g Education Digital Imaging**
- < **240:150g Educational Television Production**
- < **240:260 Advanced Media Projects**
- < **240:285 Readings in Media**
- < **240:286 Studies in Media**
- < **240:289 Seminar**

Dolgener stated 240:289 may be repeated three times but this is not on form. He found no areas of concern with other courses.

Gladden moved, Cyphert seconded to approve above courses with the exception of 240:289, and **table 240:289 until form which includes repeat statement in description is completed and approved.** Motion carried.

- < **240:xxx Advanced Web Development** (new)

Gladden moved, Cyphert seconded to approve above course.

Mark Fienup stated Computer Science had sent a detailed description of objections to this course. Cyphert questioned if MIS had been consulted. They also questioned the 200-level and content of this course.

Edmiaston indicated she would have Mary Herring, the designated person in Educational Technology, review those concerns.

McGlade stated Coleen Wagner would have a copy of all objections and McGlade would acquire a copy of objections concerning this course for GCC members.

Gladden/Cyphert withdrew their motion to approve and course **Advanced Web Development was tabled until further consultation with Computer Science and MIS on current and outstanding objections.**

### **C. Educational Psychology and Foundations Department**

< **250:302 *Advanced Qualitative Methods in Educational Research***

Cyphert moved, Gladden seconded to approve 250:302 *Advanced Qualitative Methods in Educational Research*

Mackay stated earlier in abstract existing course 250:302 *Qualitative Methods in Educational Research* was changed to new number 190:305 under College of Education, Interdepartmental. Mackay stated the course *Advanced Qualitative Methods in Educational Research* needs to be proposed as new course.

Barry Wilson agreed this should be a new course and department will proceed with completing new form.

Cyphert/Gladden withdrew their motion to approve and *Advanced Qualitative Methods in Education Research* was tabled pending completion and approval of a new course form.

**D. Educational Leadership, Counseling, and Postsecondary Education Department**

Dolgener summarized pertinent graduate curriculum questions/issues within the Department of Educational Leadership, Counseling, and Postsecondary Education curriculum packet, and motions, discussion, and voting was as follows:

- < **290:224 *Applied Group Dynamics***
- < **290:241 *Treatment Procedures in Mental Health Counseling***
- < **250:254 *Counseling Children and Adolescents***
- < **290:262 *Intervention and Prevention with Children, Adolescents, and Parents***
- < **290:290 *Practicum in Counseling***
- < **290:291 *Internship***
- < **290:327 *Advanced Counseling Theories*** (drop)
- < **290:385 *Readings in Counseling*** (drop)
- < **290:389 *Seminar in Counseling*** (drop)
- < **290:391 *Advanced Internship in Counseling*** (drop)
- < **290:397 *Advanced Practicum in Counseling*** (drop)
- < **290:398 *Research in Counseling*** (drop)

Dolgener stated courses were dropped because intensive study area was dropped. Dolgener stated 290:224 was adding 1 hour but this was reflective of how the course was currently being taught. McClade questioned if it this added hours to any program. Mackay responded the program effected has been restated and hours balance.

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

- < **170:262 *Administration of Continuing and Lifelong Education*** (drop)
- < **170:389 *Seminar in Postsecondary Education*** (new)
- < **170:391 *Internship in Postsecondary Education*** (new)
- < **170:397 *Practicum: Postsecondary Education*** (new)

Dolgener stated the new courses were being initiated since the courses for the intensive study have been dropped.

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

- < **270:3xx *Internship in Educational Leadership*** (new)
- < **270:3xx *Organizational Processes and Communication*** (new)
- < **270:3xx *Educational Leadership and Systems Change*** (new)
- < **270:3xx[308] *Organizational Process and Communication*** (renumbered from 190:310)
- < **270:311[311] *Educational Leadership and Systems Change*** (renumbered from 190:311)

Dolgener stated courses were renumbered to move from doctoral to intensive study.

Regarding new courses 270:3xx *Internship in Educational Leadership*, 270:3xx *Organizational Processes and Communication*, and 270:3xx *Educational Leadership and Systems Change*, Marshall stated although forms don't indicate the library had been consulted, the library had actually been consulted and found no library resources concerns.

## E. School of HPELS

Dolgener summarized pertinent graduate curriculum questions/issues within the School of Health, Physical Education, and Leisure Services curriculum packet, and motions, discussion, and voting was as follows:

- < **410:1xxg *Cultural Competency for Health Providers*** (new)
- < **410:1xxg *Nutrition for Health Promotion*** (new)
- < **410:160g *Community and Public Health***
- < **410:161g *Global Health Corps Mission***
- < **410:163g *Human Diseases***
- < **410:220 *Determinants of Health Behavior***

Regarding new course 410:1xxg *Cultural Competency for Health Providers* and 410:1xxg *Nutrition for Health Promotion*, Marshall stated the Library had just recently been consulted on these two courses. Budget constraints will affect purchases for these courses. The Library will be happy to work with faculty from HPELS to identify additional resources needed.

Gladden moved, Cyphert seconded to approve above courses. Motion carried.

- < **42T:2xx *Pathoetiology and Orthopaedic Assessment I*** (new)
- < **42T:2xx *Pathoetiology and Orthopaedic Assessment II*** (new)
- < **42T:2xx *Evidence Based Rehabilitation Practice I*** (new)
- < **42T:2xx *Evidence Based Rehabilitation Practice II*** (new)
- < **42T:2xx *Orthopedic Surgical Interventions*** (new)
- < **42T:2xx *Current Topics in Athletic Training*** (new)
- < **42T:2xx *Administration and Leadership in Athletic Training*** (new)

Marshall stated the Library was consulted last year, but that the budget situation has changed since then. She noted that some of the new courses are medically related. She indicated that the Library owns some books related to medicine, but they tend to be general in nature. The library should purchase additional resources to fully support these courses, but these purchases will have to be purchases with existing HPELS funds and will have to compete with resources other subject areas taught in HPELS.

- < **430:130g *Adventure Dynamics***

Gladden moved, Salim seconded to approve above course. Motion carried.

- < **430:2xx *Trends and Issues in Philanthropy/Nonprofit Development***

Gable reported this has not been reviewed and approved by the College of Education Curriculum Committee.

Gladden moved, Salim seconded to **table 430:2xx until reviewed/approved at COE Curriculum Committee.**

- < **440:2xx *Quantitative Methods in HPELS*** (new)
- < **440:2xx *Qualitative Methods in HPELS*** (new)

Gladden moved, Salim seconded to approve above two new courses.

Gable stated there are outstanding objections. Gable stated this is very similar to existing courses. She stated the COE Graduate Study Committee was not OK with it, and it came out of the College Senate with a 5-3 vote.

Barry Wilson stated existing course 250:180g *Statistical Methods in Education* is sometimes taught by HPELS faculty for their HPELS majors. He expressed concerns on duplication.

M. Agran stated given the current budget climate, diverse content can fit into curriculum and there is a need for departments to share resources and be interdependent.

Salim moved, Gladden seconded to **table above two new courses pending resolution on objections**. Motion to table carried.

Due to lack of voting quorum, discussion of the College of Education graduate curriculum packet concluded.

## VII. 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 McClade receives further clarification from Mathematics Department Chair regarding budget impact of \$10,000 for staff resource needs. At November 5 meeting, Ridenhour indicated \$10,000 can be dropped -tabled until revised form is completed and approved. )

### October 29, 2003, Minutes #003

#### **Modern Languages Department**

770:101g and 770:103g

(Tabled pending clarification on renumbering.)

#### **School of Music**

560:161g *Opera Performance*" and 560:162g *Advanced Opera*

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

#### **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.)

### November, 2003, Minutes #004

#### **College of Education, Interdepartmental**

190:307 *Educational Data Analysis and Interpretation*

(Tabled pending further rationale from COE concerning being proposed as revision to an existing course rather than a new course.)

#### **Curriculum and Instruction**

230:299 *Research*

(Tabled until form submitted to include a repeat statement which would address needs of thesis students.)

240:289 *Seminar*

(Tabled until form is completed and approved which includes repeat statement in description.)

250:302 *Advanced Qualitative Methods in Educational Research*

(Tabled until new course form is completed and approved.)

240:xxx *Advanced Web Development*



(Tabled until further consultation with Computer Science and MIS on current and outstanding objections)

**HPELS**

430:2xx *Trends and Issues in Philanthropy/Nonprofit Development*

(Tabled pending review/approval by College of Education Curriculum Committee)

440:2xx *Quantitative Methods in HPELS*

440:2xx *Qualitative Methods in HPELS*

(Tabled pending further consultation with objecting departments)

McGlade announced next GCC meeting will be Wednesday, **November 12, 11:00 a.m.** The remaining proposals from the College of Education curriculum packet not yet reviewed, and the College of Social and Behavioral Sciences graduate curriculum packet will be reviewed. Location will be **Lang 245**.

Meeting adjourned at 12:50 p.m. due to lack of voting quorum.

Respectfully submitted,  
Diane Wallace, GCC secretary

dmw

cc: Susan Koch  
GCC Alternates  
Coleen Wagner  
Guests