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MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE
#18
October 10, 2007

Present: V. DeFrancisco, M. Fahmy, P. Mackay, J. Marshall, A. Mitra, D. Schumacher-Douglas, D. Wallace

Alternates: T. Fogarty/D. Dahms, L. Terlip/K. Mitchell

Absent: M. Chin/J. Gerrath, B. Hawbaker

Guests: M. Herring, B. Hogan, C. May, R. O'Meara, B. Safford, D. Thiessen

The meeting was called to order by Chair Victoria DeFrancisco at Noon in Lang 365.

I. Welcome and Introduction

DeFrancisco welcomed all present, and members and guests introduced themselves.

II. Approval of Minutes

Chair DeFrancisco asked members to review GCCC Minutes #017, October 3, 2007.

Fogarty moved, Terlip seconded to approve minutes. Motion carried.

III. Review of Curriculum Review Procedures

DeFrancisco stated College curriculum packets would be reviewed by department as follows: Motion to approve the specified department, a second to that motion, discussion, and vote.

IV. Review of College of Natural Sciences 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.

DeFrancisco indicated we would proceed with review of the Industrial Technology Department and Mathematics Department curriculum within the College of Natural Sciences graduate curriculum packet which was not able to be completed at the October 3 meeting due to time constraints.

A. Industrial Technology

DeFrancisco stated the Industrial Technology Department graduate curriculum (with the exception of new course 330:2xx[225] *Logistics and Supply Operations* which was tabled to the November 7 meeting) was now on the table for motion and discussion.

Mitra moved, Fogarty seconded to approve the Industrial Technology graduate curriculum with the exception of new course 330:2xx[225].

At the October 3 meeting DeFrancisco stated there was a question raised about whether all consultations had been done and if there were any other unresolved issues, but time constraints prevented these questions being answered. DeFrancisco confirmed she had reviewed all consultations and there were no unresolved issues on remaining Industrial Technology graduate curriculum packet.

Fahmy summarized pertinent graduate curriculum questions/issues within the Department of Industrial Technology curriculum packet as follows:

- < 330:1xxg[131g] *Technical Project Management* (new course)
- < 330:1xxg[165g] *Wireless Communication Networks* (new course)
- < 330:1xxg[180g] *Introduction to Lean Manufacturing* (new course)
- < 330:2xx[234] *Advanced Engineering Materials* (new course)
- < 330:2xx[235] *Material Transformations and Modeling* (new course)
- < 330:2xx[242] *Complex Digital System Design* (new course)
- < 330:2xx[244] *Applied Embedded Systems* (new course)
- < 330:2xx[248] *Advanced Power Electronics* (new course)
- < 330:2xx[262] *Sustainable/Green Building Construction* (new course)
- < 330:2xx[265] *Risk Analysis and Management in Construction* (new course)
- < 330:2xx[273] *Machining Process Planning* (new course)
- < 330:2xx[275] *Advanced Lean Manufacturing* (new course)
- < 330:103g *Analog Communications* (add g, change title, description, and prerequisites)
- < 330:104g *Digital and Data Communications* (add g, change title, description, and prerequisites)
- < 330:125g *Commercial and Heavy/Highway Construction* (add g, change description and prerequisites)
- < 330:033 *Construction Surveying* (add g, change number to 330:126g, change title, description, and prerequisites)
- < 330:129g *Linear Control Systems* (change prerequisites)
- < 330:132g *Applied Metallurgy* (change prerequisites)
- < 330:134g *Molding Practices in Metal Casting* (change prerequisites)
- < 330:135g *Design for Manufacturing* (change title and prerequisites)
- < 330:136g *Melting Practices in Metal Casting* (change prerequisites)
- < 330:137g *Tooling Practices in Metal Casting* (change prerequisites)
- < 330:144g *Web Publishing* (change description)
- < 330:145g *Work Measurement and Improvement* (change title, description, and prerequisites)
- < 330:146g *Advanced Numerical Control Systems* (drop)
- < 330:147g *Computer Aided Manufacturing* (change description and prerequisites)
- < 330:150g *Screen Printing Technology* (change title and description)
- < 330:152g *Advanced Analog Electronics* (change prerequisites)
- < 330:154g *Computerized Construction Estimating* (add g, change description and prerequisites)
- < 330:158g *Lithographic Technology* (change title and description)
- < 330:161g *Graphics Techniques* (change title and description)
- < 330:162g *Applied Fluid Power* (drop)
- < 330:163g *Advanced Copy Preparation* (change title, description, and prerequisites)
- < 330:166g *Advanced Electrical Power Systems* (change prerequisites)
- < 330:167g *Power Electronics Applications* (add g, change description and prerequisites)
- < 330:172g *Industrial Materials* (change title, description, and prerequisites)
- < 330:175g *Structural Analysis in Construction* (add g, change description)
- < 330:177g *Advanced Manufacturing Processes* (change description and prerequisites)
- < 330:184g *Advanced Controls and Processes* (drop)
- < 330:185g *Methods Improvement and Quality Control Assurance in Construction* (change prerequisites)
- < 330:187g *Applied Industrial Supervision and Management* (change prerequisites)
- < 330:188g *Nanotechnology Fabrication* (change prerequisites)
- < 330:194g *Graphic Arts Estimating and Management* (change title and description)

- < 330:228 *Contemporary Theories in Technology* (drop)
- < 330:240 *Environmental Technology Processes* (drop)
- < 330:245 *Technology and Management of Waste Materials* (drop)
- < 330:270 *Research Projects in Industrial Technology* (drop)
- < 330:378 *Technology, Ethics and the Technologist* (change title, description, and prerequisites)
- < M.A. Major in Technology (drop major)
- < M.S. Major in Technology (new major)

Fahmy indicated the majority of these course proposals are due to the M.A. in Technology being dropped and the new proposed M.S. in Technology. Fahmy stated these proposals are in response to industrial partners who expressed the need for courses of this content which will better fit the needs of their employees and graduates.

Terlip indicated there was no consultation form for course 330:103g, but Terlip confirmed Industrial Technology had done an informal consultation with R. Bengston and J. Fritch regarding this course 330:103g and there was no objection.

Members expressed no other questions/concerns regarding these proposals.

- < Advanced Technology Certificate (new certificate)
- It was confirmed the following changes are to be made to the certificate:
- < Under Graphic Communications, delete 330:114 and 330:169
 - < Under Manufacturing Materials, change 330:231 to 330:131g

Members expressed no questions/concerns regarding this new graduate certificate.

Question was called on the motion to approve the Industrial Technology curriculum as amended, with the exception of new course 330:2xx[225] *Logistics and Supply Operations* which had previously been tabled to the November 7 meeting. **Motion carried and Department of Industrial Technology graduate curriculum was approved as amended, with the exception of the new course 330:2xx[225] *Logistics and Supply Operations*.**

B. Mathematics Department

DeFrancisco stated the Mathematics Department graduate curriculum was now on the table for motion, discussion.

Fogarty moved, Terlip seconded to approve the Mathematics Department graduate curriculum.

- < 800:1xxg[197g] *Introduction to Financial Engineering* (new course)
- < 800:111g *Introduction to Algebraic Thinking for Elementary Teachers* (change prerequisites)
- < 800:112g *Introduction to Geometry and Measurement for Elementary Teachers* (change prerequisites)
- < 800:113g *Topics in Mathematics for Grades K-8* (change description and prerequisites)
- < 800:143g *Combinatorics* (change prerequisites)
- < 800:162g *Modern Algebra II* (change description)
- < 800:201 *Mathematical Analysis I* (change description and prerequisites)
- < 800:202 *Mathematical Analysis II* (change description)
- < 800:240 *Theory of Rings and Modules* (change title and description)
- < 800:245 *Topics in Algebra* (Change number to 800:241, description, and prerequisites)

At the October 3 meeting DeFrancisco stated there was a question raised regarding how the prerequisite changes for courses 800:111g, 800:112g, and 800:113g may affect the graduate teaching programs. At the October 3 meeting these courses were deferred to a later GCCC meeting to allow Schumacher-Douglas to review these three changes for possible teacher education implications on the graduate level. Schumacher-Douglas confirmed these changes did not affect

graduate teaching programs and Thiessen confirmed these prerequisite changes were pertinent to the undergraduate Elementary Education major.

Members expressed no further questions/concerns regarding the above courses.

< M.A. Major in Mathematics (restatement)

Schumacher-Douglas confirmed she had consultation from Mathematics Department and there were no issues concerning this restatement. Members expressed no questions/concerns regarding this restatement.

Question was called on the motion to approve the Mathematics Department graduate curriculum. Motion carried and Mathematics Department graduate curriculum was approved.

V. Review of College of Education Curriculum Packet (Graduate)

DeFrancisco asked Schumacher-Douglas to present the College of Education graduate curriculum packet.

A. Curriculum and Instruction Department

Schumacher-Douglas moved, Fogarty seconded to approve Curriculum and Instruction Department graduate curriculum packet. Schumacher-Douglas summarized pertinent graduate curriculum questions/issues within the Department of Curriculum and Instruction curriculum packet, confirmed consultations had been done with no unresolved issues, and motions, discussion, and voting was as follows:

- < 210:135g *Middle Level Socialization and Instructional Strategies* (change prerequisites)
- < 210:150g *Middle Level Curriculum* (change prerequisites)
- < 230:117g *Methods of Teaching Literacy in the Intermediate Grades* (change title)
- < 230:245 *Critical Issues in Children's Literature* (change title)
- < 240:150g *Instructional Television Production* (change title and description)
- < 240:153g *Telecommunications in Education* (change title and description)
- < 240:235 *Managing Educational Technology Programs* (change title and description)
- < 350:114g *Introduction to the School Library Media Program* (change title and description)
- < 350:223 *School Library Media Curriculum Development* (change title and description)
- < 350:225 *Administration of the School Library Media Program* (change title and description)
- < 350:289 *Seminar* (change description)

Schumacher-Douglas indicated these changes were made to better reflect the content for these courses and to also meet Iowa Department of Education requirements.

< Instructional Technology Facilitator Certificate (new certificate)

Herring indicated the expected target audience for this certificate would be someone who does not want a master's degree but wants more knowledge in technology. Herring indicated the courses in this certificate also fit into the master's degree.

< M.A. Major in Curriculum and Instruction: Middle Level Education (restatement)

Schumacher-Douglas indicated the State had met and has made changes to the Middle Level Education area but these changes should not significantly affect our Middle Level Education major as it is stated. Schumacher-Douglas indicated this major will be reviewed according to Department of Education changes.

There were no further questions/concerns regarding this restatement.

< M.A. Instructional Technology Masters (restatement)

It was confirmed the following change should be made to this major:

< under Instructional Technology, delete 240:131 and change hours to 14 hours

There were no further questions/concerns regarding this restatement.

< MA Major in Performance and Training Technology (restatement)
Members expressed no questions/concerns regarding this restatement.

< Major in School Library Studies (change in name)
Safford indicated the State changed the endorsement name so this change is to be in line with State.

Question was called on the motion to approve Curriculum and Instruction Department curriculum as amended. **Motion carried and Department of Curriculum and Instruction graduate curriculum was approved as amended.**

B. Educational Leadership, Counseling, and Postsecondary Education

Schumacher-Douglas moved, Fogarty seconded to approve Educational Leadership, Counseling, and Postsecondary Education Department graduate curriculum packet. Schumacher-Douglas summarized pertinent graduate curriculum questions/issues within the Department of Educational Leadership, Counseling, and Postsecondary Education graduate curriculum packet, confirmed consultations had been done with no unresolved issues, and motions, discussion, and voting was as follows:

- < 270:206 *Orientation to Educational Leadership* (add prerequisites)
- < 270:208 *Personal and Professional Development* (change prerequisites)
- < 270:224 *Organizational Studies* (change hours and prerequisites)
- < 270:232 *School Governance, Law, and Intersystems Relations* (add prerequisites)
- < 270:245 *Leadership* (change prerequisites)
- < 270:247 *Organization Management: School and Community* (change prerequisites)
- < 270:249 *Curriculum and Instruction* (change title, hours, and prerequisites)
- < 270:280 *Technology* (change hours, description, and prerequisites)
- < 270:282 *Change and Transformation* (change prerequisites)
- < 270:284 *Evaluator Approval for Improved Student Learning* (change prerequisites)
- < 270:291 *Internship* (change prerequisites)
- < 270:292 *Internship - Capstone* (change prerequisites)
- < 270:308 *Organizational Processes and Communication* (drop)
- < 270:310 *Human Resource Administration* (change description)
- < 270:314 *Introduction to the Superintendency* (change prerequisites)
- < 270:320 *Curriculum/Program Assessment/Accountability* (change prerequisites)
- < 270:325 *Organization, Governance, and Administration of Public Education* (change prerequisites)
- < 270:330 *Technology for Administrative Instructional Leadership* (drop)
- < 270:338 *Safe, Effective, and Efficient Environment* (change prerequisites)
- < 270:340 *Educational Finance* (change description)
- < 270:346 *School Business Management* (change description)
- < 270:354 *Collective Bargaining in the Public Sector* (change hours and description)
- < 270:391 *Internship in Educational Leadership* (change hours)
- < 290:205 *Counseling Processes with Individuals and Systems* (change description)
- < 290:225 *Facilitating Career Development* (change description)
- < 290:226 *Consultation Skills* (change description)
- < 290:228 *Assessment Techniques in Counseling* (change description)
- < 290:241 *Treatment Procedures in Mental Health Counseling* (change description)
- < 290:250 *Family Counseling* (change description)
- < 290:256 *Multicultural Counseling* (change description)
- < 290:262 *Intervention and Prevention with Children, Adolescents, and Parents* (change description)

B. Hogan indicated many of the above changes are to change the semester when the course will be offered and the courses being dropped have not been offered for several years.

< Advanced Studies Certificate in Educational Leadership - Principalship (restatement)

It was confirmed the following needed to be changed in abstract:

< under required Educational Psychology, 200:xxx should be 200:1xxg and 200:1xx should be 200:2xx

Members expressed no questions/concerns regarding this restatement.

< M.A. Major in Mental Health Counseling

Members expressed no questions/concerns regarding this restatement.

< M.A. Major in Principalship

It was confirmed the following needed to be changed in abstract:

< under required Educational Psychology, 200:xxx should be 200:1xxg; 200:1xx should be 200:2xx; at end of line the "and" should be "or"; delete the leader dots and 9 hours above the 37 hours.

Members expressed no questions/concerns regarding this restatement.

Question was called on the motion to approve Department of Educational Leadership, Counseling, and Postsecondary Education as amended. **Motion carried and Department of Educational Leadership, Counseling, and Postsecondary Education graduate curriculum was approved as amended.**

C. Educational Psychology Department

Schumacher-Douglas moved, Fogarty seconded to approve Educational Psychology Department graduate curriculum packet. Schumacher-Douglas summarized pertinent graduate curriculum questions/issues within the Department of Educational Psychology curriculum packet, confirmed consultations had been done with no unresolved issues, and motion, discussion, and voting was as follows:

< 200:1xxg *Development of the Middle School Aged Child* (new course)

Schumacher-Douglas indicated this course is mandated by the State to fulfill middle level school teacher endorsements and the course will be incorporated into both the middle level undergraduate program and the middle level masters degree programs.

Wallace indicated since this course is 100g-level it would have a prerequisite of junior standing and inquired if this course had any additional prerequisites. Schumacher-Douglas confirmed it did not.

Question was called on the motion to approve the Educational Psychology Department curriculum.

Motion carried and Educational Psychology Department graduate curriculum packet was approved.

D. School of Health, Physical Education, and Leisure Services

Schumacher-Douglas moved, Fogarty seconded to approve School of Health, Physical Education, and Leisure Services graduate curriculum packet. Schumacher-Douglas summarized pertinent graduate curriculum questions/issues within the School of Health, Physical Education, and Leisure Services curriculum packet, confirmed consultations had been done with no unresolved issues, and motion, discussion, and voting was as follows:

< 410:166g *Environmental and Occupational Health Regulations* (change description)

< 410:167g *Cultural Competency for the Helping Professions* (change/decrease hours)

< 420:230 *Curriculum Theory and Design in Physical Education* (change description)

< 420:231 *Effective Teaching in Physical Education* (change description)

< 420:297 *Practicum* (change description)

Mackay provided an overview of the above course changes. Members expressed no questions/concerns regarding these courses.

< Doctor of Education Degree Program (revision to 1st paragraph on page 143-144 of 2006-2008 catalog)

Mackay indicated the only change is the Doctor of Education degree does not require the GRE for admission to the program.

Members questioned whether many UNI programs do not require the GRE. DeFrancisco responded most UNI graduate programs do not require the GRE.

< Admission to Doctoral Study/Initial Admission (revision to pages 73-74 of 2006-2008 catalog)

Mackay indicated the only change is in point 3, last paragraph, first sentence in which "Leisure, Youth and Human Services" has been added.

Members expressed no questions/concerns regarding this change.

Question was called on the motion to approve. **Motion carried and School of Health, Physical Education, and Leisure Services graduate curriculum packet was approved.**

E. Special Education Department

Schumacher-Douglas moved, Fogarty seconded to approve Special Education Department graduate curriculum packet. Schumacher-Douglas indicated there was one course proposal within the Department of Special Education graduate curriculum packet, confirmed consultations had been done with no unresolved issues, and motion, discussion, and voting was as follows:

< 220:167g *Overview of Education of Students with Mental Disabilities* (change title and description)

The department indicated this title change is in part due to the directive from Department of Education and also the description better expresses the content.

Members expressed no questions/concerns with the above course proposal.

Question was called on the motion to approve. **Motion carried and Special Education Department graduate curriculum packet was approved.**

With the graduate curriculum packets of all departments within the COE having been approved, review of the College of Education graduate curriculum packet was completed.

DeFrancisco thanked Schumacher-Douglas for her thorough review and presentation of the COE graduate curriculum packet.

VI. Comments/Enhancements for Curriculum Online Process

Schumacher-Douglas suggested enhancements to the Curriculum Online Web site:

< at the opening page "Welcome to UNI Curriculum Online" there should be additional direction(s) for accessing packet information specific to College Senators, UCC/GCC, or any faculty person/department who wishes to do so

< would be helpful to have time line (college packet to Provost Office, review by UCC/GCC, review by Faculty Senate) for the curriculum process on this opening page

DeFrancisco indicated these were very good suggestions and asked Schumacher-Douglas to type these suggestions with possible wording so these suggestions could be forward to Chad Wittrock as part of enhancements.

VII. Curricular Items **Tabled/Postponed/Pending/Deferred**

(Originally reviewed/discussed at October 3 meeting)

Industrial Technology Department

330:[225] (new course - unresolved objection from Marketing Department)

(Deferred to November 7)

DeFrancisco announced the next GCCC meeting will be Wednesday, **October 17, at Noon** at which time the College of Humanities and Fine Arts graduate curriculum packet will be reviewed. Location will be **Lang 365**.

Meeting adjourned at 12:55 p.m.

Respectfully submitted,
Diane Wallace, secretary

dmw

cc: UCC
Coleen Wagner
Shirley Uehle
Guests