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## University of Northern Iowa Graduate College Curriculum Committee Minutes, October 9, 2009

University of Northern Iowa. Graduate College Curriculum Committee.

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# MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE

#020

October 9, 2009

Present: R. Boody, S. Coon, J. Fecik, J. Gerrath, W. Hoofnagle, J. Li, P. Mackay, A. Mitra, D. Wallace  
Alternates Present:: K. Martin/J. Marshall, Z. Zhang/J. Fecik  
Absent: M. Beall, B. Hawbaker, F. Thompson  
Guests: J. Bartlett, F. Dolgener, D. Douglas, C. Edginton, K. Finn, S. Forbes, D. Gallagher, J. Schneider, J. Uhlenberg

The meeting was called to order by Chair Shoshanna Coon at 3:15 p.m. in Lang 115.

## I. Introduction and Announcements

Chair Coon welcomed all present, and members and guests introduced themselves.

## II. Approval of Minutes

Chair Coon asked members to review GCCC Minutes #019, October 2, 2009.

Boody moved, Mitra seconded to approve minutes. Fecik indicated he should not be reflected as present at the September 25 meeting. There were no further corrections.

Question was called on motion to approve, as amended. Motion carried and minutes were approved as amended.

## III. Review of Curriculum Review Procedures

Chair Coon 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.

Chair Coon reminded members discussion will be limited to evaluation of university-wide impact and compliance with curriculum policies and procedures.

Chair Coon stated she had been asked by University Registrar Patton to remind departments of university impact and resources as they propose courses.

[As an editorial note, the following are University Registrar Patton's comments excerpted from UCC Minutes September 16, 2009 as regards course proposals.]

[University Registrar Patton stated he would be posing the following two questions to **each** department as their curriculum proposals came forward for approval:

- 1) If changing the title, the description and the prerequisite for a course, how is that not a **new** course? A response similar to "we are updating to new content or technology" is not likely expansive enough, since the course number and, therefore the graduation requirement, have not changed which causes the two versions of the course to be considered the same.
- 2) Do you have any required courses which have waiting lists, or all students desiring to register for a required course cannot do so because of limited seating? If so, explain how you can add a new course when you are not meeting the needs of students in required courses. Does adding this new course not further limit your ability to meet the demand in required courses?

University Registrar Patton stated that in the existing budgetary climate there is an expectation of zero balance between drop and added courses, and a need to be attentive to appropriately servicing our students in their progress toward degree. Patton stated that the above questions are ones in which the university will need to be able to legitimately respond to students, the Board of Regents, and the Higher Learning Commission (HLC) in the upcoming accreditation process.]

Editorial Notes from GCCC secretary:

- ▶ 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.

#### IV. Review of College of Education Curriculum Packet (Graduate)

Chair Coon asked Boody to present the College of Education graduate curriculum packet.

Boody moved, Hoofnagle seconded to approve the College of Education graduate curriculum packet. It was the consensus of members that there be a separate motion/vote to approve each department.

##### A. Educational Psychology Department

Boody moved, Hoofnagle seconded to approve Educational Psychology Department graduate curriculum packet.

Boody summarized the following graduate curriculum questions/issues within the Department of Educational Psychology curriculum packet, and motions, discussion, and voting was as follows:

- ▶ 200:151g *Current Approaches to Classroom Discipline* (change title)  
Members expressed no questions/concerns regarding this change in title.

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

##### B. Special Education Department

Boody moved, Hoofnagle seconded to approve Special Education Department graduate curriculum packet.

Boody summarized pertinent graduate curriculum questions/issues within the Department of Special Education curriculum packet, and motions, discussion, and voting was as follows:

- ▶ 220:124g *Teaching Students Who are Visually Impaired with Additional Disabilities* (change title, description, and prerequisites)

Wallace reported UCC has requested that department drop 220:124g and propose as a new course. Martin confirmed she had receive library consultation for the new course proposal.

- ▶ 220:127g *Braille Learning and Tactile Communication II* (drop course)
- ▶ 220:130g *Assistive Technology for Students with Visual Impairments* (drop course)
- ▶ 220:132g *Introduction to Visual Impairments* (change prerequisites)
- ▶ 220:136g *Methods of Teaching Students with Visual Impairments* (change prerequisites)
- ▶ 220:138g *Anatomy of the Eye and Educational Implications of Low Vision* (change prerequisites)

Members asked if the department wanted the courses 220:132g, 220:136g, and 220:138g to remain 100g-level, and

asked for clarification on the prerequisites for these courses since they were all different. Gallagher indicated they want these courses to remain 100g-level since there are people in post-baccalaureate and in the minor, and the department wants to meet demands of both groups. **Gallagher indicated she would check with Susan Brennan regarding prerequisites for these courses and report back to GCCC.**

▶ 220:386 *Studies In Special Education*

Chair Coon confirmed the Graduate Council had approved common course numbers for 359 Experimental course number and 386 *Studies In* number effective immediately.

Mackay indicated if Special Education wanted students to be able to repeat this course this statement needs to be included in the course description for 220:386. Gallagher will provide this information to Wallace and Wallace will update abstract.

[Editorial note from Wallace: in follow up with Gallagher, the following will be added to 220:386 course description: "May be repeated." Gallagher indicated to Wallace that this added statement enables the Special Education doctoral students to use this course to pursue intensive work in their areas of individual research interests.]

▶ M.A. - Teacher of Students with Visual Impairments (TVIS) (restatement)

Gallagher indicated the faculty member who initially set this curriculum is no longer here, and the new faculty member is refining the curriculum. Gallagher indicated this restatement is adding more field experience component, and is more consistent with the field experience component in other programs. Mackay agreed, stating this was expanding on field experience rather than primarily academic.

**Question was called on the motion to approve as amended, pending clarification on prerequisites for 220:132g, 220:136g, and 220:138g. Motion carried and Department of Special Education graduate curriculum was approved as amended, pending clarification of specified course prerequisites.**

### C. School of HPELS

Boody moved, Hoofnagle seconded to approve School of HPELS graduate curriculum packet.

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

▶ 420:1xxg[155g] *Exercise Physiology: Applications for Health & Human Performance* (3 hrs.)

Edginton confirmed HPELS does have resources for this new course. Dolgener added that changes had been made at the undergraduate level which helps with the new courses, and this course will primarily be taken by undergraduates.

Members questioned if the course was primarily being taken by undergraduates, whether the "g" was needed or if HPELS wished to just propose as a 100-level course. After a brief discussion among Edginton, Dolgener, and Finn it was confirmed HPELS wished to propose this as a 100g-level course.

▶ 420:251 *Biomechanics* (change description)

▶ 420:253 *Advanced Exercise Physiology* (change description and prerequisites)

▶ 420:273 *Contemporary Issues in Physical Education and Athletics* (change description)

▶ 420:295 *Internship in Physical Education* (change title and description)

▶ 420:297 *Practicum* (change description)

Hoofnagle questioned the change in title for 420:295 and also how the two courses 420:295 and 420:297 differ.

Edginton responded the title is to change from specific to non-specific and collapsing under one heading so it fits in a generic setting. He indicated Practicum is more teaching, while the Internship is more in depth with work involved in a non-teaching non-school setting.

Hoofnagle questioned whether the addition of the word "agencies" would then better describe 420:295.

Edginton agreed and the description should be changed to be: "Experience in non-school settings **or agencies.**" Wallace will make correction to abstract.

- ▶ M.A. - Major in Health Education (restatement)

Chair Coon asked for clarification on the total hours for *I. Health Promotion/Fitness Management Emphasis*. Department indicated the correct hours should be **30 or 34 hours** (not 29 or 33 hours). Wallace will correct abstract.

- ▶ M.A. - Major in Leisure, Youth and Human Services (restatement)

Members asked for clarification on the hours indicated under "b.". Department confirmed the second "...6 hours" should be deleted. Wallace will correct abstract.

Chair Coon inquired as to the "grand plan" behind changes to this major.

Edginton responded the department is restructuring their majors to focus on a student's one major toward their degree. He indicated HPELS is perceived as having several majors, but in reality students can have various focuses based on their choice of courses within the major. Edginton indicated, through this restructuring and dropping the two emphasis areas in this major, it is HPELS intent that this will now allow students to design programs of study to meet their professional needs.

- ▶ **M.A. - Major in Physical Education (restatement)**

Members asked for clarification, since the restatement appeared to have the Major in Physical Education and also a new Major in Kinesiology with two emphases.

Edginton indicated this was not the intent and there is not a new major, but rather that it still remained the Major in Physical Education with a "Teaching/Coaching Emphasis" (which is being restated) and an emphasis in "Kinesiology" (which is a restatement of the "Scientific Bases of Physical Education" emphasis).

Members concurred this was not clear on the restatement and asked HPELS to revise this restatement to accurately reflect those changes. HPELS will prepare a revised restatement and bring to GCCC.

Question was called on the motion to approve as amended, pending restatement of M.A. Major in Physical Education. **Motion carried and School of HPELS graduate curriculum was approved as amended, pending restatement of M.A. Major in Physical Education.**

#### **D. Educational Leadership, Counseling, and Postsecondary Education (ELCPE) Department**

Boody moved, Hoofnagle seconded to approve Educational Leadership, Counseling, and Postsecondary Education Department graduate curriculum packet.

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

- ▶ 270:3xx *Leading Teaching, Learning and Assessment* (new course)
- ▶ 270:3xx *Evaluation of Administrators* (new course)
- ▶ 270:3xx *Power, Politics, and Ethics in School District Leadership* (new course)
- ▶ 270:314 *Introduction to Superintendency* (drop)

Boody stated the addition of the three new courses will be hours neutral. Boody clarified that there are three courses no longer being offered after the 2006 and 2007 superintendent cohorts complete their programs of study (270:397 *School Finance Practicum* and 270:397 *School Business Management Practicum*, which will be officially dropped in the next curriculum cycle) and the above dropped course 270:314 *Introduction to Superintendency*. These three courses offset the three new proposed courses listed above.

Hoofnagle questioned the terminology "believe" in the description for *Leading Teaching, Learning and Assessment*. The department indicated that could be deleted and the sentence would read: "Focuses on what boards of education need to know, and be able to do." Wallace will make change to abstract.

- ▶ 270:340 *Educational Finance* (change title and description)
- ▶ 290:226 *Consultation Skills* (change title, description, and prerequisites)
- ▶ 290:262 *Intervention and Prevent with Children, Adolescents, and Parents* (change title, description, and prerequisites)

The department indicated the title changes to 270:340, 290:226, and 290:262 provides clarification on the transcript, and the description clarifies actual content. The department indicated the changes to course 290:262 will increase the depth of focus since it will include methods of application. The department confirmed these should not be considered different courses with new numbers.

- ▶ Advanced Studies Certificate in Educational Leadership: Emphasis Superintendency Preparation Program (restatement of emphasis)

Chair Coon inquired whether laying out the terms for a program is done any place else in the catalog. Wallace responded it is not. Members and department agreed the terms could be eliminated. It was also noted "nine credit hour internship" should be changed to "nine credit **hours of** internship". Wallace will correct abstract.

- ▶ M.A. - Major in Mental Health Counseling (restatement)

Members expressed no specific questions/concerns regarding this restatement of major.

- ▶ M.A. - Major in School Counseling (restatement)

Members expressed no specific questions/concerns regarding this restatement.

- ▶ **Intensive Study in Doctoral Programs - 38 hours**

Mackay indicated Mary Herring was currently contacting departments with doctoral programs who do not have their 38-hour intensive study area identified with specific course work. Mary will be asking these departments to specify courses for their 38-hour intensive study area so these courses can be included in the template for the student's major. **Mackay indicated it is the intent that these doctoral restatements would be forthcoming for clean-up session.**

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

## E. Curriculum and Instruction Department

Boody moved, Hoofnagle seconded to approve Curriculum and Instruction Department graduate curriculum packet.

Boody indicated there were four separate parts to the Curriculum and Instruction graduate curriculum (Reading Recovery, Middle School, Educational Technology, and Education and Gifted) and thought it would be best to review them separately.

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

### 1) Reading Recovery

- ▶ 230:3xx *Reading Recovery Teacher Leader Clinical II* (new course)
- ▶ 230:3xx *Reading Recovery Theories of Reading Difficulties* (new course)
- ▶ 230:3xx *Reading Recovery Teacher Leader Clinical I* (new course)
- ▶ 230:3xx *Reading Recovery Teacher Leadership II* (new course)
- ▶ 230:3xx *Reading Recovery Theories of Reading and Writing Processes* (new course)
- ▶ 230:3xx *Reading Recovery Teacher Leadership I* (new course)

Boody stated Forbes was brought to UNI as part of the Reading Recovery Center which is funded through the state, and Forbes is currently the only instructor on this campus with the qualifications to teach this course. He indicated these courses have been taught at UNI on an experimental basis 3 times. Boody stated Forbes' teaching load is funded through the state and funding is both sufficient for the Center and to support her teaching load. Forbes is an addition to the Curriculum and Instruction Department.

Salli Forbes stated two years ago Dr. Callahan put forward the proposal to have the Reading Recovery Center brought to University of Northern Iowa. Forbes explained that the Reading Recovery Center is a trademarked program for intervention at the 1st grade level in the area of reading and writing, and has had very positive results. Forbes stated she prepares teacher leaders and, after completion of the Teacher Leader Training Program, the students will be teaching the graduate level courses to train Reading Recovery teachers through the Continuing Education Department at UNI. Forbes stated these courses are required for Reading Recovery teacher leaders to be trained and certified, and indicated no other university or college in Iowa currently offers these courses. Forbes stated she teaches all of these courses - three courses in the Fall and two courses in the Spring.

It was noted the following change needed to be made to description in 230:3xx *Reading Recovery Theories of reading and Writing Processes* - delete "or a doctoral program in Elementary Education". Wallace will correct abstract.

Members expressed no further questions/concerns regarding Reading Recovery area.

## 2) Middle School

### ▶ M.A. - Major in Curriculum and Instruction: Middle Level Education (restatement)

Chair Coon distributed the consultation summary for the Major in Curriculum and Instruction: Middle Level Education restatement and Donna Douglas indicated all consultations had been resolved.

Chair Coon noted that Chemistry was omitted from the Science content area and was never consulted. Coon stated that she could definitely think of 100g-level courses which could be offered through Continuing Education.

Douglas responded that it was not intentional to omit Chemistry from this area of concentration, and the department had tried to make every effort to include every department. Douglas indicated departments were invited to a pre-meeting and there was then follow up consultation with those departments present at the pre-meeting.

Chair Coon indicated she was not aware of a pre-meeting, unless the invitation to the pre-meeting was sent to her department head.

Mackay indicated the 12 hours of required content area concentration was not specific, so if the departments could specify courses which could be included this would be helpful in preparing the major template.

**It was the consensus of members that the department should consult with Chemistry and restate this major listing specific courses.**

## 3) Educational Technology

- ▶ 240:138g *Visual Literacy* (change description)
- ▶ 240:139g *Media Planning and Production* (change description)
- ▶ 240:140g *Using Databases in Education* (change description)
- ▶ 240:147g *Digital Imaging* (change description)
- ▶ 240:150g *Digital Instructional Television Production* (change description)
- ▶ 240:153g *Emerging Instructional Technologies* (change description)
- ▶ 240:170g *The Principles of Publication Design* (change title and description)
- ▶ 240:205 *Instructional Computing Design* (change description)
- ▶ 240:210 *Distance Education* (change description)
- ▶ 240:232 *Selection and Integration of Materials* (change title and description)
- ▶ 240:240 *Instructional Development* (change description)
- ▶ 240:245 *Applied Instructional Design* (change description)

Members concurred the changes to the above existing courses were minimal; therefore, Patton's questions/concerns regarding existing courses were not relevant to Curriculum and Instruction's changes.

#### 4) Education of the Gifted

- ▶ M.A. - Major in Curriculum and Instruction: Education of the Gifted (restatement)  
It was noted the "3 hours" after 200:214 should be deleted. Wallace will make correction to abstract.

Chair Coon asked for the department's philosophy regarding this restatement.

The department indicated there was no substantial change. It was indicated for 8-10 years there was no enrollment because there was no faculty with this experience, and now the department has that faculty. The changes made will allow students to get the endorsement in this area and then go on to complete the M.A. for a few more hours.

Question was called on the motion to approve as amended, pending restatement on the Middle Level Education: Content Specialization listing specific courses and consultation with Chemistry. **Motion carried and Department Curriculum and Instruction graduate curriculum was approved as amended, pending restatement of Middle Level Education: Content Specialization listing specific courses and consultation with Chemistry.**

#### V. Common Course Numbers for "359" and "386"

As indicated earlier during the Special Education Department review, Chair Coon stated the common course numbers 359 and 386 had been approved by the Graduate Council for immediate implementation.

#### VI. Curricular Items **Tabled/Postponed/Pending/Deferred**

**(Originally discussed at September 18 meeting)**

##### **Economics Department**

[Department graduate curriculum packet approved pending completion of a new form, approvals, and consultation with the library for new course 920:1xx[131g] *Sports Economics* and no outstanding objections. F. Abraham will report back to GCCC when completed.]

**(Originally discussed at October 2 meeting)**

##### **Mathematics Department**

800:2xx[250] *Deterministic Operations Research* (new course)

800:2xx[251] *Probabilistic Operations Research* (new course)

800:2xx[252] *Discrete-Event System Simulation* (new course)

800:2xx[253] *Modeling Industrial Systems Using Queueing Networks* (new course)

800:2xx[270] *Applied Linear Statistical Methods for Secondary Mathematics Teachers* (new course)

800:145g *Mathematics of Finance* (being proposed as a new course instead of just changing number from 800:080)

(Need library consultation on all new courses. Forms for 800:080 drop and new course 800:145g will be brought back to the UCC and GCCC.)

##### **Industrial Technology Department**

800:2xx[231] *Thermodynamics of Material Processing*

(Need library consultation.)

**(Originally discussed at October 9 meeting)**

##### **Special Education Department**

220:124g

(UCC requested to drop course and propose as new course.)

220:132g, 220:136g, 220:138g

(Need clarification on prerequisites.)

##### **School of HPELS**

M.A. - Major in Physical Education

(Need restatement)

**Curriculum and Instruction Department**

M.A. Middle Level Education: Content Specialization

(Need consultation with Chemistry and restatement of major specifying courses for content area.)

**Doctoral Programs - 38-hour Intensive Study Areas**

(Restatements for those majors who do not have courses specified in their 38-hour intensive study area.)

Chair Coon announced the next meeting will be Friday, **October 16, 3:15 p.m., Lang 115**, at which time the **College of Humanities and Fine Arts** graduate curriculum packet will be reviewed.

Meeting adjourned at 5:10 p.m.

Respectfully submitted,  
Diane Wallace, GCCC secretary

dmw

cc: GCCC and Alternates  
UCC and Alternates  
Guests