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## University of Northern Iowa Graduate College Curriculum Committee Minutes, October 30, 2009

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# MINUTES OF GRADUATE COLLEGE CURRICULUM COMMITTEE

#022

October 30, 2009

Present: R. Boody, S. Coon, J. Fecik, J. Gerrath, W. Hoofnagle, J. Li, P. Mackay, J. Marshall, A. Mitra, F. Thompson, D. Wallace

Absent: M. Beall, B. Hawbaker

Guests: R. Burkhardt

The meeting was called to order by Chair Coon at 3:20 p.m. in Lang 115.

## I. Approval of Minutes

Chair Coon asked members to review GCCC Minutes #021, October 16, 2009.

Fecik moved, Hoofnagle seconded to approve minutes.

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

## II. Review of Curriculum Review Procedures

Chair Coon stated curriculum items would be reviewed as follows: Motion to approve, 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.

### III. Review of Items Pending (Graduate)

Chair Coon proceeded with pending items as follows:

#### A. College of Business Administration

##### Economics Department

Per GCCC 9/18 meeting, Department of Economics graduate curriculum packet was approved pending completion of a new form for new course 920:1xx[131g] *Sports Economics* to be proposed as "100g", approvals, and consultation with the library. Chair Coon confirmed the new form had been submitted, all approvals obtained, inserted in abstract, and GCCC members notified via email. J. Marshall confirmed library had been consulted, and no further consultation was necessary.

#### B. College of Natural Sciences

##### 1. Mathematics Department

Fecik moved, Marshall seconded to approve the following graduate items in the Department of Mathematics:

- 800:2xx[250] *Deterministic Operations Research* (new course)
- 800:2xx[251] *Probalistic 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* (proposed as new course instead of just changing number from 800:080)

Chair Coon confirmed appropriate forms and consultations had been completed to drop 800:080 and propose as new course 800:145g, as GCCC (and UCC) had requested. It was confirmed all approvals were obtained, courses inserted in abstract, and GCCC members notified via email. J. Marshall confirmed library had been consulted on all above new courses, and no further consultation was necessary.

Question was called on the motion to approve. Motion carried and all above courses in Department of Mathematics were approved.

##### 2. Industrial Technology Department

- ▶ 330:2xx[231] *Thermodynamics of Material Processing*  
Per GCCC 10/2 meeting, new course 330:2xx[231] *Thermodynamics of Material Processing* was approved pending library consultation. J. Marshall confirmed library had been consulted, and no further consultation was needed.

## C. College of Humanities and Fine Arts

### 1. School of Music

- ▶ 560:1xxg[110g] *Double Reed Making Techniques*

Per GCCC meeting 10/16, above course approved pending revision of Form C to add "Advanced" to title. R. Burkhardt indicated that after further discussion within the School of Music, changes were not made to title, but instead to description to specify "for juniors/seniors/graduates". Burkhardt confirmed changes were then also made to prerequisites for 560:010 to state "for freshmen/sophomores". Burkhardt indicated this is consistent with how School of Music numbers their courses.

GCCC members concurred since this is a change from what was approved pending revision, this course would require a vote to approve/not approve.

- ▶ M.M. Major in Performance (restatement)

Per GCCC meeting 10/16, the M.M. Major in Performance was approved pending restatement to indicate maximum number of hours of 560:1xxg[110g] that can be applied to Music electives. It was confirmed this clarification had been added to abstract and there were no further questions.

- ▶ 590:222 (new course for 3 hrs.) to replace 590:221 (dropped course for 2 hrs.)

It was noted that course 590:221, which was being dropped, was still listed in the restatements of major. Burkhardt responded the restatements of major should have 590:222 instead of 590:221 listed. Burkhardt indicated the increase in 1 hour is accurately reflected, but the number was not. It was concluded that Wallace would editorially correct number to 590:222, as appropriate, for restatements included in abstract.

- ▶ 590:110g (change in prerequisites due to dropped courses)
- ▶ 590:111g (change in prerequisites due to dropped courses)
- ▶ 590:112g (change in prerequisites due to dropped courses)
- ▶ 590:114g (change in prerequisites due to dropped courses)
- ▶ 590:115g (change in prerequisites due to dropped courses)

Chair Coon indicated the prerequisite changes for the above courses were due to courses being dropped and new music history sequence and renumbering. Members had no questions/concerns regarding these courses.

Hoofnagle moved, Gerrath seconded to approve all graduate items in School of Music listed above which needed approval. Question was called on the motion to approve. Motion carried.

### 2. Theatre Department

490:141g *Design: Sets* (drop "g" and change prerequisites)

490:142g *Design: Lights* (drop "g" and change prerequisites)

490:143g *Design: Costumes* (drop "g" and change prerequisites)

Per GCCC meeting 10/16, courses 490:141g, 490:142g and 490:143g were approved pending completion of new forms to drop the "g", and appropriate approvals. Chair Coon confirmed appropriate forms and approvals had been completed as GCCC had requested, courses were inserted in abstract, and GCCC members were notified via email.

### 3. Communication Studies Department

- ▶ Graduate Certificate in Corporate Communication (drop program)

It was indicated APA recommended elimination of this graduate program certificate.

#### Philosophy and World Religions Department

- ▶ Philosophy/Religion/Business: Combined Five-Year B.A./M.B.A.

It was indicated APA recommended elimination of this program.

## **Modern Languages Department**

- ▶ Major in Two Languages: French/German, Spanish/French, German/Spanish  
It was indicated APA recommended elimination of this graduate program.

Thompson moved, Fecik seconded to approve the suspension/drop of the above programs from the Departments of Communication Studies, Philosophy and World Religions, and Modern Languages. Question was called on the motion to approve. Motion carried.

## **D. College of Education**

### **1. Curriculum and Instruction Department**

- ▶ M.A. Middle Level Education: Content Specialization (restatement)  
Per GCCC meeting 10/9, this restatement was approved pending consultation with Chemistry and no unresolved objections. Chair Coon confirmed Department of Chemistry had been consulted and there were no objections to restatement as listed in abstract.

### **2. Special Education Department**

- ▶ 220:124g *Teaching Students Who are Visually Impaired with Additional Disabilities* (drop)
  - ▶ 220:125g *Current Issues in Visual Impairments* (new course)
- Per GCCC 10/9 meeting, it was indicated the UCC had requested Special Education Department to complete forms to drop course 220:124g and propose as new course 220:125g, and library consultation was also required for this new course. These courses were approved pending completion of the forms and library consultation on the new course. It was confirmed forms were completed, college-approved, inserted into abstract, and GCCC members notified. It was also confirmed the library had been consulted on the new course and no further consultation was needed.

Boody moved, Marshall seconded to approve the following graduate items from Special Education Department:

- ▶ 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)
- Per GCCC 10/9 meeting, GCCC asked Special Education Department to clarify prerequisites for above three courses. Wallace confirmed Special Education Department had reviewed, clarified, and updated these prerequisites as reflected in the abstract. Members had no further questions regarding these courses.

Question was called on the motion to approve. Motion carried and above graduate items were approved.

### **3. ELCPE Department**

Boody moved, Hoofnagle seconded to approve the following graduate items from ELCPE Department:

- ▶ 170:389 *Seminar in Postsecondary Education* (change to no specified hours)
- ▶ 270:285 *Readings in Educational Leadership* (change to no specified hours)
- ▶ 270:385 *Readings in Educational Leadership* (change to no specified hours)
- ▶ 270:389 *Seminar in Educational Leadership* (change to no specified hours and change in description)
- ▶ 290:285 *Readings in Counseling* (change to no specified hours)
- ▶ 290:289 *Seminar in Counseling* (change to no specified hours)

Boody stated these were changes to common course numbers that are specifically listed in the department course listings. Boody stated Mackay had identified these courses and indicated to ELCPE Department that students could run into trouble registering for these courses in the new student information system since course hours are specified. Boody indicated the removal of the semester hour restrictions will allow flexibility in scheduling with the new system. Boody noted ELCPE Department restricts course hours within the program.

Mackay agreed and also indicated course 270:389 no longer needed a repeat statement in the description since

hours for the course will no longer be specified.

Question was called on the motion to approve. Motion carried and above courses in ELCPE Department were approved.

#### **IV. Potential Curriculum Items**

Chair Coon stated there were known items coming forth that were still going through the curriculum approval process, and would need GCCC approval. Coon asked members if they wanted to try to meet again to handle these upcoming curriculum issues or if they felt the vote could be done by email. Members agreed a vote by email would be preferable and more efficient given the time constraints for curriculum to move forward to Graduate Council and then to Faculty Senate. Chair Coon announced members would be notified as additional graduate curriculum items came forward, and she would send an email to all GCCC members asking for a motion/vote/approval of those items.

#### **V. [Documentation for GCCC Minutes regarding curriculum items which have been voted on and approved since this 10/30 meeting.]**

**Via email, Chair Coon asked for voting on additional curriculum items which had come forth since the 10/30 meeting. Chair Coon conducted email voting, and Chair Coon confirmed to GCCC secretary in 11/19 and 11/20 emails that the following curriculum items were approved by GCCC (via email):**

##### **Curriculum and Instruction Department**

- ▶ Ed.D. Intensive Study Area for Curriculum and Instruction (identify courses in intensive study area)

##### **Educational Psychology Department**

- ▶ 200:180g (change hours from 2 hours to 2-4 hours)

##### **ELCPE Department**

- ▶ Ed.D. Intensive Study Area for ELCPE (identify courses in intensive study area)

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

- ▶ 410:161g (change hours from 3 hours to 3-6 hours)
- ▶ 410:197g (change hours from 3 hours to 3-6 hours)
- ▶ 430:138g (change hours from 3 hours to 3-6 hours and change description)
- ▶ 430:140g (change hours from 2 hours to 2-8 hours and change description)
- ▶ 430:141g (change hours from 1-6 hours to 1-12 hours)
- ▶ 430:144g (change hours from 2 hours to 2-6 hours)
- ▶ 430:165g (change hours from 1-6 hours to 1-12 hours)
- ▶ 430:329 (change hours from 1 hour to 1-6 hours)
  
- ▶ M.A. Physical Education Major (revised restatement as requested by GCCC, to clarify "Kinesiology" as an emphasis)
  
- ▶ Ed.D. Intensive Study Area for LYHS (identify courses in intensive study area)

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

- ▶ 220:192g (change hours from 3 hours to 1-12 hours)

##### **Biology**

- ▶ 820:215 (change description)

GCCC meeting of October 30 adjourned at 4:40 p.m.

Respectfully submitted,  
Diane Wallace, GCCC secretary

dmw