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## University of Northern Iowa Graduate College Curriculum Committee Minutes, October 14, 2015

University of Northern Iowa. Graduate College Curriculum Committee.

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**MINUTES OF  
GRADUATE COLLEGE COMMITTEE ON CURRICULA**

**October 14, 2015**

Present: F. Fontana, S. Golitsynskiy, T. Abebe, S. Onken, D. Cyphert, B. Cutter, A. Peterson, G. Pohl, P. Mackay, P. Welter, D. Wallace, M. Timmerman

Absent: S. Moore

Guests: J. Uhlenberg, D. Rich, D. Tidwell

The meeting was called to order by GCCC Chair Cutter at 10:00 a.m. in 115 Lang Hall.

**I. Welcome and Introductions**

Chair Cutter welcomed all present and introductions followed.

**II. Approval of 10/7/15 Minutes**

Cutter asked members to review GCCC minutes dated October 7, 2015.

Onken moved, Golitsynskiy seconded to approve minutes.

Question was called on the motion to approve minutes as corrected. Motion carried and October 7, 2015, minutes were approved.

**III. Curriculum Review Procedures for Interdisciplinary Curriculum Proposals and “Clean up” from Various Departments**

Fontana moved, Golitsynskiy seconded to approve Humanities curriculum proposals.

**A. HUM 3110/5110 Leadership: Concepts and Practice  
HUM 3189/5189 Seminar in Environmental Problems**

Cutter provided a brief overview of changes. HUM 3110/5110 had a prerequisite dropped, due to automatic drop of that course. HUM 3189/5189 dropped as a seldom/never offered.

Question was called on the motion to approve Humanities curriculum proposals. Motion carried and the Humanities curriculum proposals were approved unanimously.

Fontana moved, Golitsynskiy seconded to approve Women’s and Gender Studies curriculum proposals.

**B. WOMGEND-CERTGR Graduate Certificate in Women’s and Gender Studies  
WOMGEND-MA Major in Women’s and Gender Studies**

Cutter provided brief overview. Editorial changes made were due to automatic course drops.

Question was called on the motion to approve Women’s and Gender Studies curriculum proposals. Motion carried and the Women’s and Gender Studies curriculum proposals were approved unanimously.

Fontana moved, Golitsynskiy seconded to approve Finance curriculum proposals.

**C. FIN 6280 Topics in Finance**

Cutter indicated this course was missed previously but is an automatic drop as seldom/never offered course.

Question was called on the motion to approve Finance curriculum proposals. Motion carried and the Finance curriculum proposals were approved unanimously.

Fontana moved, and Golitsynskiy seconded to approve Curriculum and Instruction (LITED only) curriculum proposals.

**D. LITED 6303 Literacy Lessons Teacher Clinical I**

**LITED 6304 Literacy Lessons Teacher Clinical II**  
**LITED 3119/5119 Language Development and Emergent Literacy**  
**LITED 3121/5121 Advanced Children's Literature**

Cutter explained that LITED 3119/5119 and LITED 3121/5121 did not make it to the GCCC level until recently, so they were not on the list of course proposals she provided.

Fontana asked for background information on LITED 6303 and LITED 6304.

Rich responded LITED 6303 and 6304 are desired for schools served through the Jacobson Center. The participating school would hire a literacy educator that would take these LITED 6303 and 6304. This is not a university or Board of Education certification. The two courses on their transcript will be enough to prove training has taken place through the national literacy program.

Fontana asked about application for the program.

Rich indicated this is a prescribed program that must follow national standards and guidelines. Courses cannot be gone through independently – teachers must be put into the program through their school districts. Teachers must be able to practice and apply what they're learning in the classroom.

Cutter asked if conversations had been had with the Graduate College about teacher leaders of these courses having a degree above master's degrees. Changes to HLC guidelines have occurred, and sometime in the future instructors of these courses will need to have a degree level above those students taking the course. The university would want to be in compliance within the next year. Cutter to speak with Dhanwada concerning this.

Rich stated all teachers participating in the coursework would have a Bachelor's Degree at a minimum. The department does not want to admit anyone at the undergraduate level as they should already be employed as a teacher, so they want this to be a 6000 level class. She also stated that one of the teacher-leaders who would be teaching the class has a doctorate and the others have masters' degrees and at least 18 hours of coursework beyond the masters.

Cyphert asked if these courses were taught online or face-to-face.

Rich responded these courses were taught onsite, face-to-face. Since the proposal was submitted, there are now two out-of-state sites.

Tidwell provided a brief overview of changes to LITED 3119/5119 and LITED 3121/5121. Proposed changes will allow graduate students to take the courses. Students not in the master's program but seeking the endorsement will take 5000-level instead of 6000-level.

Question was called on the motion to approve Curriculum and Instruction (LITED only) curriculum proposals. Motion carried and the Curriculum and Instruction (LITED only) curriculum proposals were approved unanimously.

#### **IV. New Business: Discussion of Next Year's Curriculum Cycle**

Cutter indicated there were some changes recently made to UCC procedure that they would be incorporating next year that GCCC could also consider.

Primarily editorial proposals may be separated from substantive proposals (see page 5 of Curriculum Handbook). "By contrast editorial proposals are changes to course titles, course descriptions or course numbering (as well as concomitant program restatements) that I) do not reflect a change in course or program content;..." If any objections of editorial proposals then the proposal will become substantive. This change can be made at any level of the approval process.

Editorial changes could be lumped together in a consent agenda to save time. They could be reviewed prior to the meeting and moved to substantive if an issue or concern is found. The first reader could review the consent agendas.

The Faculty Senate level can also change a proposal from editorial to substantive. In the next cycle curriculum proposals will need to be approved by the Dean earlier - maybe by June 1.

Pohl moved to change GCCC procedure to allow for both editorial and substantive designations in the Leapfrog system and in the curriculum process at the graduate level, Fontana seconded.

Question was called on the motion to approve the change to GCCC procedure. Motion carried and the GCCC procedure was unanimously approved.

**V. Curriculum Review Procedures for Name Change for the School of HPELS**

Fontana moved, and Golitsynskiy seconded to acknowledge receipt of Form H to change the name of the School of Health, Physical Education and Leisure Services (HPELS) to School of Kinesiology, Allied Health and Human Services.

Fontana provided a brief overview. Current name does not have representation of Athletic Training program. Change from "Physical Education" to Kinesiology will encompass both Physical Education and Exercise Science programs.

Peterson indicated the name change was approved by the COE Senate.

Question was called on the motion to acknowledge receipt of Form H for the change of the name for the School of HPELS. Motion carried and the name change was unanimously acknowledged.

The meeting adjourned at 10:52 a.m. **The next GCCC meeting is TBD.**

Respectfully submitted,

Marissa Timmerman  
Office of the Registrar  
mrt

Cc: GCCC  
UCC  
Alternates  
Guests