

**Undergraduate Curriculum Council**  
**November 1, 2013**  
**Minutes**

**Members Present**

Dee Dee Larson  
Sally Pearson  
Joshua Hanes  
Krista Woods

Amanda Dahl  
Donna Burlingame  
Kim Whitehead  
Shelley Bock

**Ex-Officio Members Present**

Dan Heimmermann  
Tammy Prather

The Undergraduate Curriculum Committee met on November 1, 2013, in the Welty Boardroom. The minutes of the October meeting were approved by a unanimous vote.

**University Administration Actions**

President Borsig approved the Council Actions from the October meeting concerning the following:

1. Modify an Existing Curriculum – Minor in Medieval and Renaissance Studies
2. Modify an Existing Curriculum – Interdisciplinary Studies (BA and BS)
3. Information Item – Progression Policies in Speech-Language Pathology
  - Increase the cumulative overall grade point average from 2.5 to 2.75 to progress to 300-400 level speech-language pathology courses.
  - Students may only repeat a total of two speech-language pathology courses.

**Council Actions for November 1, 2013**

**College of Nursing/Speech Language Pathology**

Tammie McCoy and Sheila Adams attended the meeting to present the following proposals for the Nursing department:

1. Modify an Existing Course – NU 467 Professional Perspectives: Leadership & Management in the Healthcare System
  - Eliminating Clinical Component
  - Changing to Theory Based
  - Change in credit hours

With accreditation changes, we are building more and more into each semester. By eliminating the clinical component, students can concentrate on more theory and can get the clinical hours in a different course and have some time to sleep.

2. Modify an Existing Course – NU 471
  - From Professional Nursing Capstone
  - To Advanced Nursing Concepts for the Professional Nurse
  - Change in credit hours

This course is not a capstone course and the clinical hours will be covered in another course.

3. Inactivate a Course – NU 359 Professional Transition
  - Dividing content into four 3 hour courses.

There are four major sections to NU 359. Assessment is normally the biggest issue for students and if they do not do well with this particular section and do fine with the others, they still have to repeat the whole course. By splitting the course into four different courses, it will give more credibility to each major section and allow the students to repeat only the ones they have trouble with.

4. Add a New Course – NU 360 Introduction to Scholarly Activity for the Professional Nurse
5. Add a New Course – NU 361 Comprehensive Health Assessment Across the Lifespan
6. Add a New Course – NU 362 Introduction to Health Promotion
7. Add a New Course – NU 363 Introduction to Professional Nursing Concepts in Leadership and Management

Nursing is requesting an exception be made for these classes to begin in the spring 2014. An addendum will have to be added to the catalog to include this for accreditation purposes.

8. Modify an Existing Curriculum – BSN
9. Dual Enrollment Track Explanation

There needs to be a seamless progression from ASN to the DNP. The students will be able to take all four of the new courses on a dual enrollment track.

Sally Pearson made the motion to accept the proposals as presented. Donna Burlingame seconded the motion. The proposals were approved unanimously.

## **Old Business**

## **New Business**

Lisa brought up an issue with a course requested for the schedule that is not in banner. MUS 242 Computers in Music is in the catalog

SOC 250 *Leadership Style and Substance* and 251 *President's Leadership* was changed to LDR 250 and LDR 251 with no change in title or course description in a letter to the UCC from the Provost at that time, Vagn Hansen dated September 17, 2001. SOC 251 was last taught in the summer 2001 and changed to LDR 251 in the spring 2002 but has not been taught. Neither course was deactivated at that time and a motion is needed to address this issue.

Kim Whitehead made the motion to inactivate SOC 250 and SOC 251 based on the attached letter. Krista Woods seconded and motion passed unanimously.

FIN 540 Financial Management -- Although this course is technically in the Graduate Studies area, Lisa needed some assistance with this course for the spring 14 schedule. The course is not in banner and therefore cannot be scheduled. Dee Dee Larson is on Graduate Council and wrote this particular proposal and presented it to the council for review. It was passed in February 2011 but there is no approval in the minutes. She will obtain the proposal and minutes where it was approved and get copies to Lisa to input into banner. This issue indicates that there is the same need for clear procedures and policies for committees that deal with curriculum.

Dr. Heimmermann spoke about the need for clearly articulated and thorough procedures and policies for committees. Academic Affairs will be working on a handbook of operating procedures over the next few months with particular emphasis on what happens after the policy requirements are met. Are there announcements about approvals of new offerings or programs? Is there any documentation on

approvals of meeting minutes or recommendations and where are they kept? What happens after the approvals? Who puts what into banner for the catalog or bulletin?

The Committee agreed to work on defining and explaining items that should be brought to the committee and whether or not these items should have a formal proposal or be shared as an information item. The website will be updated to reflect any changes and/or explanations. The approval process will be more defined as well.

Our next meeting is scheduled for December 6, 2013, at 1:30 p.m. Proposals will be due by noon October 23, 2013.