

**UNDERGRADUATE CURRICULUM COMMITTEE
MINUTES OF JANUARY 24, 2006**

Members Present: Professors John Avioli, Randall Caton, Laura Deiulio, Robert Hasbrouck, Joan McMahon, Mario D. Mazzearella, John Nichols, Stacey Rilea, Edward Weiss, **Ex Officio present:** Ms. Lisa D. Raines, Ms. Carol Safko, Ms. Mary Katherine Sellen, Dr. Walter Wymer, **Guest:** Dr. Dorothy Doolittle.

The meeting was called to order at 2:05 by Dr. Laura Deiulio, Committee Chair.

- I. **Election of Secretary of the Day**
 - a. Dr. Hasbrouck volunteered as Secretary of the Day.

- II. **Approval of Minutes of December 5, 2005**
 - a. The minutes were unavailable and could not be approved.

- III. **Announcements**
 - a. Dr. Doolittle presented a proposal for **graduate course credits to be applied towards the 120 hour undergraduate requirement.** Motion made: Mazzearella, Second: Weiss. **Motion Passes Unanimously.** Registrar Raines proposed that the graduate credits can be applied retroactively as far back as the fall 2003 semester to eliminate confusion among students currently enrolled and the committee agreed.
 - b. Chair Deiulio announced that **future paperwork from the LLC will require signature lines and include a comments section to help clarify rejected proposals.** Because of the large number of signatures a proposal must have before reaching the UCC (up to 6), the UCC will require hard copies from now on rather than e-mail / e-documents.
 - c. The meeting time agreed on at the end of last semester (third Tuesday of the month at 2:30-4:30 p.m.) represents a partial conflict for some of the committee members. Since no other viable day/time can be found, Chair Deiulio has asked that **members who are absent to the meetings provide comments and cast absentee votes for future proposals and agenda items.**
 - d. **The Provost memo dated December 16, 2005, supports the latest recommendations of the UCC and Faculty Senate for the courses in the Areas of Inquiry.**
 - e. **295/395 courses do not need to submit a proposal to the UCC** since they are a special topics course. Exception: If the course is taught more than three times.

- IV. **Reconsidered / Resubmitted Courses**
 - a. **SOCL314L – (reconsidered from 11/28/05, with update) Course Proposal Passes, 6 (yea) – 0 (nay) – 1 (abstention).** Discussion

(motion made by: Mazzarella, 2nd: McMahon): Questions were raised over the following issues;

- i. Prof. Avioli: What are the correct “triplets” for the course and is there a staffing / budgetary issue if the number for lab hours is raised (this issue will be forwarded to the Provost)
- ii. Prof. Weiss: The assessment weight for the book review is not listed on the syllabus (will email author)
- iii. Ms. Raines: Course is being taught this semester as SOCL 395, can the course number be retroactively changed to SOCL 314L for the spring 2006 semester?

V. Reconsidered / Resubmitted Programs (with courses)

a. Anthropology Program / Anthropology Concentration / Course Proposal of ANTH 398 - (from 12/5/05, with update) – Program, Concentration & ANTH 398 Proposals Tabled for the following reasons:

- i. Profs. Weiss, Caton – Budgeting required for field studies not yet secured and would be a required prerequisite for consideration by the UCC
- ii. Prof. Deiulio – Travel details and funding required for ANTH 398 not secured and would be needed for committee consideration
- iii. Prof. Weiss – Several of the courses that comprised the Anthropology concentration have yet to be submitted to the UCC and therefore, the concentration proposal is out of sequence for consideration.

VI. Liberal Learning Core Course Proposals

a. FNAR 373 (existing)/376(existing)/378(existing)/379(new) – All Courses are Approved, Unanimously. Discussion (motion made: Avioli, 2nd: Caton):

- i. FNAR 379 syllabus is titled FNAR 373 (Prof. Deiulio will follow up)
- ii. Prof. Weiss FNAR 379 does not list a prerequisite and is not consistent with FNAR 373/376/378 which all require prerequisites.

VII. New Course Proposals

a. COMM 335 – Approved Unanimously. Discussion (motion made: Mazzarella, 2nd – Caton):

- i. Prof. Weiss – Minimum Grade of C- for prerequisite not required for other COMM upper level courses (Prof. Deiulio to raise this issue with the communications department)
- ii. Prof. Mazzarella – Minimum grade requirement could create grade inflation and requires an explanation for the reason behind the requirement. A comment section should be added to the course proposal form for future requests
- iii. Prof. Caton – Minimum grade requirements are acceptable if prerequisites are part of a needed sequence.

- b. **PHYS 341 - Approved Unanimously.** Discussion (motion made: Avioli, 2nd – Mazzearella):
 - i. Prof. Avioli – Why is this course listed as a 300-level? Prof. Caton – The rigor justifies the course as a 300-level.
 - ii. Prof. Weiss – Why is 50% a passing grade? Prof. Caton – A difficult course like this most likely uses raw scores for assessment.
 - iii. Prof. Weiss – No statistics as a prerequisite? Prof. Caton – No, the course begins with basic statistics
- c. **CPSC 427 - Approved Unanimously.** Discussion (motion made: Avioli, 2nd – Thornton):
 - i. Prof. Deiulio - Why is the minimum grade prerequisite a grade of 'C' and not 'C-'? Prof. Caton will follow-up on this question. Prof. Deiulio will send a formal request for the minimum grade clarification.
- d. **LATN 304/404 – Approved Unanimously.** Discussion (motion made: Caton, 2nd – Avioli) No problems noted.
- e. **ITAL 201/202 - Approved Unanimously.** Discussion (motion made: Weiss, 2nd – Mazzearella):
 Prof. Avioli - ITAL 201 should be listed as a prerequisite for ITAL 202. Prof. Deiulio agreed, but she noted that no prerequisites for language courses will be programmed into Banner since students may select a language course based on number of years they studied a language in high school. This cannot be programmed because the HS information is often not applied to a student's transcript in time for registration.
- f. **Listing prerequisites in language courses (but not in Banner) as 'soft' requirements - Approved Unanimously.** Discussion (motion made: Mazzearella, 2nd – Caton): Motion made based on discussion of ITAL 201/202 (see above). The prerequisites for all the modern languages courses have been rewritten based on the new language policy approved by the Provost in fall 2005.

VIII. Changes to Existing Courses

- a. **RSTD 212 / BIOL 109L / MLAN 308 / MUSC 312 / LDSP 491, 395, 386, 385, 384, 300 / MUSC 302 / MUSC 392 / IDST 223 - Approved Unanimously.** Discussion (motion made: Caton., 2nd – Mazzearella):
 - i. Prof. Deiulio – Clarification need for minimum grade requirement in LDSP courses (will send formal request to author / chair).
- b. **FNAR 488 – Proposal Tabled.** Discussion:
 - i. Ms. Safko – Credit hours need clarification.
- c. **MUSC 315, 133, 134, 233, 234, 333, 334, 433, 434, 415/515, 107 – Proposals Tabled.** Discussion:
 - i. Prof. Weiss - The change for 2-0-1 to 3-0-1, is not clear nor justified in the proposals

- ii. Ms. Safko – Will the change increase lab hours another \$150?
- iii. Prof. Weiss – It appears that MUSC 261 will be a prerequisite for MUSC 107. It is unusual to have a 200 level course serve as the prerequisite for a 100 level course and needs to be clarified.

IX. All Other Business – none to report.

With the motion made by Prof. Weiss and seconded by Prof. Nichols, the business of the UCC was officially concluded and the meeting adjourned at approximately 4:40 p.m.

Respectfully submitted,

Dr. Robert B. Hasbrouck, "Secretary of the Day"