

Undergraduate Committee Meeting

Minutes

January 25, 2019

9:00am-11:00am

Present UCC Members in Edinburg: Timothy Brush, Clara Downey, Margaret Graham, Jonathan Guist, SJ Kumar, Jaime Mancha, Carlton Nelson, Jeannean Ryman, Hsuying Ward

Present Office of Academic and Institutional Excellence (OAIE): Laura Saenz, AVP for OAIE, Rosie Peña

Present via Zoom: Celeste Trevino, Michelle Madrid, Leticia Jaramillo, Alice Espinoza, Vanessa Valdez, Peter-James Ehimika

A. CALL TO ORDER @ 9:02am

B. REVIEW OF MINUTES – December 6, 2018 Meeting

- Correction: SOCI/ANTH: ANTH 4320 should read “**Warfare** and Society”
Approval of Minutes: Motion to Approve: Brush; 2nd: Graham Approved: Unanimous

C. REVIEW OF SUBMISSIONS

1. COLLEGE OF ENGINEERING AND COMPUTER SCIENCE

a. Electrical Engineering

i. Revise Course: ELEE 2305

- Discussion from Dr. Kumar regarding the fact that this hasn't gone through department curriculum committee and even though the department faculty approved this revision at a recent faculty meeting, there was no discussion. Representative from EE withdrew the proposal pending further department discussion.

2. COLLEGE OF BUSINESS AND ENTREPRENEURSHIP

a. College of Business and Entrepreneurship

Representative: Linda Matthews

- Revise Program: Minor in Hospitality and Tourism Management
 - No discussion
 - **Motion to Approve: 1st-Graham; 2nd-Ryman; Unanimous Approval**
- Blanket Waivers:
 - All COBE Majors
 - International Business Majors – Electives

- 3. International Business Majors – INTB 3350
- 4. Marketing Majors – ENTR 3340
- 5. Marketing Majors – No Cert Option
 - Taken up by the committee as a block. No discussion
 - **Motion to Approve: 1st-Ward; 2nd-Brush; Unanimous Approval**

3. SCHOOL OF SOCIAL WORK

a. Social Work

- Representative: Cathryn Faver
- i. Add Course: SOCW 3395
 - This course has been a Special Topics Elective for the past 3 years. It meets expanded accreditation standards and is an option for students minoring in Environmental Studies. Proposal is to make this a Catalogued Elective rather than Special Topics
 - **Motion to Approve: 1st-Graham; 2nd-Nelson; Unanimous Approval**

4. COLLEGE OF LIBERAL ARTS

a. Communication

- Representative: Kimberly Selber
- i. Add Course: COMM 3307
- ii. Revise Course: COMM 3348, COMM 3349, COMM 4310
- ii. Delete Course: COMM 3306, COMM 3329
 - The above items were discussed as a group. COMM is proposing to delete two courses (COMM 3306 & 3329) that don't make and haven't been taught in some time. Adding a new course (COMM 3307) that combines the topics of the two deleted courses and adding existing course that is taught every semester to the degree plan to replace the hours lost by the course deletion.
 - Teach Out Plan: Do course substitutions as needed
 - **Motion to Approve: 1st-Brush; 2nd-Graham; Unanimous Approval**
- iv. Revise Program: BA in Mass Communication
 - Minor & Elective Area – degree plan currently states no other Mass Communication courses can be taken as electives. Revision is to remove this restriction so that students can take other Mass Communication courses and increase flexibility and breadth of student experience
 - **Motion to Approve: 1st-Brush; 2nd-Graham; Unanimous Approval**

5. COLLEGE OF EDUCATION AND P-16 INTEGRATION

a. Teaching and Learning

- Representative: Hsuying Ward
 - i. Revise Course: EDUC 3304, EDUC 3306
 - Restructuring curriculum to make sure these two courses are taken together. Revision is to make these two courses Co-Requisite so that students can properly benefit from the Field Experience component of these courses
 - **Motion to Approve: 1st-Ryman; 2nd-Kumar; Unanimous Approval**

6. COLLEGE OF HEALTH PROFESSIONS

a. Communication Sciences and Disorders

- Representative:
 - i. Add Course: ASLI 3325, ASLI 3330, ASLI 3335, ASLI 3340, ASLI 3345, ASLI 3350, ASLI 3355, ASLI 3360, ASLI 4315, ASLI 4320, ASLI 4325, ASLI 4330, ASLI 4335
 - Committee discussion all Add Course requests as a group. All are courses for the new degree program – BS in American Sign Language Interpretation
 - **Motion to Approve: 1st-Graham; 2nd-Nelson; Unanimous Approval**
 - ii. Add Program: BS in American Sign Language Interpretation
 - New Program meets a tremendous need in the region for certified ASL Interpreters
 - **Motion to Approve: 1st-Graham; 2nd-Nelson; Unanimous Approval**
 - iii. Revise Course: ASLI 4310
 - Revision is a change in course number so that it fits into the BS course sequence
 - **Motion to Approve: 1st-Brush; 2nd-Ward; Unanimous Approval**
 - iv. Revise Program: Minor in American Sign Language Interpretation
 - Revision to the program is only to reflect the above mentioned change in course number
 - **Motion to Approve: 1st-Graham; 2nd-Ryman; Unanimous Approval**

7. COLLEGE OF FINE ARTS

a. Music

- i. Add Program: Undergraduate Certificate in Popular Music
 - Certificate program is to respond to the emerging trend in secondary music education and prepare students to teach popular music styles
 - **Motion to Approve: 1st-Ryman; 2nd-Graham; Unanimous Approval**
- ii. Add Program: Undergraduate Certificate in Jazz Studies
 - Certificate will give students the opportunity to earn an additional specialization in jazz which will help them to be more marketable when looking for jobs and will make them more rounded music educators for teaching in school music programs that offer a jazz component
 - **Motion to Approve: 1st-Ryman; 2nd-Graham; Unanimous Approval**
- iii. Add Course: MUEN 1139, MUEN 3139, MUSI 1280, MUSI 2281, MUSI 3280, MUSI 3282, MUSI 3313
 - All course additions are new courses that are required by the Popular Music and Jazz Certificate Programs
 - **Motion to Approve: 1st-Ryman; 2nd-Ward; Unanimous Approval**

D. INFORMATIONAL ITEMS

- Updates from Dr. Saenz
 - Technical Review Process Update – Dr. Saenz has been meeting with all Associate Deans responsible for curriculum. Finding that a lot of the concerns have to do with hidden prerequisites. Programs will need to carefully review and consider these, especially when requiring specific courses that are part of the Core
 - Working through Faculty Senate to form an Ad Hoc Academic Policy Committee that can examine current academic policies and identify needs for new policies
- Dr. Kumar raised his concern about making sure these curriculum committee requests are going through the proper approval channels within each department and all faculty within the department have the opportunity to be heard with any concerns. Dr. Downey states that the committee cannot mandate policy for each individual unit. The update to the approval form with a new signature line for Department Curriculum Committee is intended to address this issue. In addition, Dr. Saenz will remind the colleges to be sure HOP is being followed.
- Selection of Review Team for next meeting: Ryman & Graham

E. MEETING ADJOURN @ 10:05AM