

Undergraduate Curriculum Committee
Meeting Minutes - November 15, 2022

Call to Order – Meeting: 3:50 pm, Zoom

Voting Members Present: Sheila Flener, John Cipolla, Kate Hudepohl, Scott Grubbs, Kristi Branham, Matthew Nee, Said Ghezal, Alex Olson, Grace Lartey, Jim Lindsey, Sebastian Leguizamon

Advisory Members Present: Beth Laves, Stuart Burris, Danita Kelley, Jennifer Hammonds, Jessica Dorris, Merrall Price

Guest: Stacey Forsythe, Michael Carini, Tony Harkins, Cliff Shalluta

Approval of Minutes, October 18, 2022 – 1st/2nd: Lindsey/Nee – **Vote:** Approved (10/10)

Old Business:

Course Leaf Information Item has gone through SEC. Will be on Senate Agenda November 17, 2022.

Carini spoke about his concerns. The process, adding learning outcomes to non-colonnade courses to course leaf. Is it a full review? Learning outcomes currently exist all we are doing is updating for SACSCOC. The question is why does it have to be a full review instead of expedited. Asking us to reconsider the full review can we change it to expedited process?

Nee spoke freely about the issue, it's based on how the courses are listed in course leaf. Hammonds said it can be handled however the committee wants.

Nee if we want them on the record, this is the process.

Hudepohl, it's more complicated. The ones we have records of will be added by the registrar.

Carini was still concerned about the process.

Hudepohl explained that was not the case.

Forsythe shared that all new courses have to do this now.

Burris, if someone wanted to see their learning outcomes, where would they have gone previously? Would they have been required to go through the process then? Syllabus? Asking professors?

Price spoke briefly about maybe having a 6 month grace period to allow for folks to catch up. Just wants more time to have faculty do this on their own.

Nee, also thought it didn't need to be a full review and is willing to do expedited.

Others agreed.

Laves spoke briefly about the issue.

Flener asked the group what they wanted to do moving forward.

Lindsey supports to let it go and let Senate make the change on the floor.

Hudepohl did say it could be a friendly amendment on the floor.

Go through Senate on Thursday and as presented they mention the conversation held today and do a friendly amendment on the floor.

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Moving forward at senate and asking for a friendly amendment to change to expedited process to allow for cleanup.

New Business

Curriculum Agenda

Potter College of Arts and Letters				
Code	Title	Status	Contact	Received
HIST 489	HIST 489: Independent Internship	Edited	Audra Jennings	11/1/2022
<p>Motion to Approve – 1st/2nd: Grubbs/Lindsey Discussion: Changing to internship and changed the course title/description. Hammonds asked only 6 credits in the description, that does not stop it/report from the course description. Grubbs asked the repeat question – if just one repeat then wouldn't it cap at 6 credits? Yes. Vote: Approved (10/10)</p>				
HIST 314	HIST 314: Guided Internship	Added	Audra Jennings	11/1/2022
<p>Motion to Approve – 1st/2nd: Branham/Lartey Discussion: New language presented. Grubbs, what is the main difference between the two HIST courses? Why have two? Olson responded. There's more interaction with one vs the other. <i>Friendly Amendment – Add "Permission of instructor"</i> Vote: Approved (9/10) – Abstain (1/10)</p>				
DANC 103	DANC 103: Foundations of Dance Technique	Edited	Amanda Clark	11/1/2022
<p>Motion to Approve – 1st/2nd: Nee/Lartey Discussion: Changed the location of Permission of Instructor was listed Vote: Approved (11/11)</p>				
AD 230	AD 230: Digital Tools	Added	Cliff Shaluta	11/1/2022
<p>Motion to Approve – 1st/2nd: Hudepohl/Lartey Discussion: Laves said this course is listed as starting in the fall and connected to the digital advertising has more than 25% new content so it triggers SACSCOC. Shaluta said it's a new course for sure. This is broader than design. Sounds like you'll need to do the paperwork because they can't change to Spring offering. Hammonds asked in the course description to remove the wording course fee. Vote: Approved (9/9)</p>				
AD 250	AD 250: Personal Branding	Added	Cliff Shaluta	11/1/2022
<p>Motion to Approve – 1st/2nd: Lindsey/Lartey Discussion: None Vote: Approved (9/9)</p>				

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630P, 630	630P, 630: Dance, Bachelor of Arts	Edited	Amanda Clark	11/1/2022
Motion to Approve – 1st/2nd: Nee/Ghezal Discussion: Price – similar to the course change just made, accreditation issue. Vote: Approved (10/10)				
727P, 727	727P, 727: Advertising, Bachelor of Arts	Edited	Cliff Shaluta	11/1/2022
Motion to Approve – 1st/2nd: Hudepohl/Grubbs Discussion: None Vote: Approved (10/10)				
1768	1768: Digital Advertising	Edited	Cliff Shaluta	11/1/2022
Motion to Approve – 1st/2nd: Lartey/Grubbs Discussion: Laves, because Shaluta wants to move the courses forward then this will need the assessment plan for the program. Price and Shaluta will get it Vote: Approved (9/9)				

Gordon Ford College of Business				
Code	Title	Status	Contact	Received
Bundle Acct 430 & 431 – 1st/2nd: Nee/Branham Vote on Bundle: Approved Discussion: None Vote: Approved (10/10)				
ACCT 430	ACCT 430: Federal Income Taxation I	Edited	Stacy Bibelhauser	11/3/2022
ACCT 431	ACCT 431: Federal Income Taxation II	Edited	Stacy Bibelhauser	11/3/2022
BA 170	BA 170: Business Student Basics	Edited	Evelyn Thrasher	11/3/2022
Motion to Approve – 1st/2nd: Lartey/Nee Discussion: Changing from Pass/Fall to letter grade. Vote: Approved (10/10)				
200	200: Financial Planning, Certificate	Edited	Indudeep Chhachhi	11/3/2022
Motion to Approve – 1st/2nd: Lindsey/Lartey Discussion: Changing to 30 hours required. Vote: Approved (9/9)				
361	361: Certificate in Sales	Added	Lukas Forbes	11/3/2022
Motion to Approve – 1st/2nd: Lindsey/Grubbs				

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Discussion: Laves, this is a new program and will need to go through BOR, CPE, Assessment Plan and Budget. Program requirements were inserted as a word document so registrar's office made the table – please double check. Does certificate need to be in the title itself?
No proponent here to discuss the issues raised by committee.

Friendly Amendment – Remove the word "Certificate" from the title/program name.

Vote: Motion to Table until proponent can attend to discuss (9/9)

452	452: Sales, Minor	Edited	Lukas Forbes	11/3/2022
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Motion to Approve – 1st/2nd: Grubbs/Nee

Discussion: Holding for proponent to discuss

Vote: Motion to Table until proponent can attend to discuss (9/9)

a. UCC sub-committees

i. Academic Policy Committee:

1. Revise the residency requirements for graduation honors for baccalaureate degree recipients.

Price – discussed the issue. The program only needed 30 hours to get the degree.

CUM LAUDE – The graduation honor given to student who have completed their baccalaureate study with both cumulative overall and cumulative WKU grade point averages of 3.40-3.59 and a minimum of 45 semester hours earned through instruction at WKU.

Lindsey said he supports the honors.

Price didn't remember the logic in the language.

Grubbs worried about students bringing in dozens of credits. Can the document be shared with the committee members? Was shared with group.

Grubbs - Maybe this should be tabled until next meeting so people have time to think about it.

Price offered to join the policy sub-committee.

ii. Steering Committee

1. UCC Bylaws (Holding until next meeting)

Nee, shared his thoughts on the Bylaws. Asked that everyone read them and get a sense if anything seems wrong.

Adjourn @ 5:45pm – Motion 1st/2nd: Grubbs/Olson

Respectfully Submitted
UCC Recorder
Jessica Steenbergen