

**MINUTES**  
**UNIVERSITY CURRICULUM COMMITTEE**  
**SEPTEMBER 9, 2016**  
**230 STUDENT SERVICES BUILDING, 2:00 – 4:02 PM**

**Present:** Jim Bassett (CAUS), Paul Deck (COS), Ann-Marie Knoblauch (UCCGE), Patricia Lavender (CLAHS), Monica Ponder (CALC), Stephen Skripak (PCOB)

**Absent with notification:** Tracey Drowne (Staff Senate), Aaron Goldstein (COE), R. Bruce Hull (CNRE), Kimberly Smith (Enrollment Services)

**Visitors:** Ozzie Abaye (CSES), Kelly Cobourn (FREC), Renee Eaton (HNFE), Krista Gwilliam (HNFE), Mary Kasarda (ME), Holly Scoggins (HORT), Steven Trotter (HNFE), Matt Wisnioski (STS), Gary Costello, Gary Kinder, Justin D. Sanders

The meeting was called to order at **2:00 PM** by Jim Bassett, Acting Chair

A motion to adopt the agenda as amended (adjustment in order of items to accommodate presenters) was made, seconded, and approved.

Announcement of approval of minutes: April 22, 2016 – Minutes voted on electronically.

Gary Costello, Associate Registrar for Classroom Scheduling and Governance provided an overview of the Undergraduate Curriculum Committee's position within the University's governance structure. Mr. Costello also reviewed the charge and responsibilities of the Undergraduate Curriculum Committee and welcomed new and returning members of the UCC.

## **OLD BUSINESS**

### **College of Agriculture and Life Sciences**

**Course:** HNFE 2254 Exercise Leadership- Group Fitness Instructor (Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2858)

Motion was made and seconded to **APPROVE** HNFE 2254 Exercise Leadership- Group Fitness Instructor (Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2858), **with modifications:**

- Section I Catalog Description:
  - 3<sup>rd</sup> Sentence—Please consider replacing the phrase “general healthy adults and special” with the word “multiple” to read “...programming for multiple populations.”
- Section II Learning Objectives:
  - 6<sup>th</sup> Item—Please consider replacing the phrase “Successful completion” with the word “Complete” to read “Complete Cardiopulmonary...”

- Section III Justification:
  - 4<sup>th</sup> Paragraph—1<sup>st</sup> Sentence—Please replace the word “so” with the word “because” to read “...level, because students...”
- Section VI Syllabus:
  - 3<sup>rd</sup> Topic—Please consider adding a sub-bullet to include “CPR/AED Certification” to better align syllabus with Catalog Description and Learning Objectives.

**Motion passed unanimously.**

**Course:** HNFE 2264 Exercise Leadership- Personal Trainer (Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2859)

Motion was made and seconded to **APPROVE** HNFE 2264 Exercise Leadership- Personal Trainer (Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2859), **with modifications:**

- Section I Catalog Description:
  - 1<sup>st</sup> Sentence—Please revise the phrase “one on one” to read “one-on-one”
  - 3<sup>rd</sup> Sentence—Please consider replacing the phrase “Prepares students to successfully complete” with the phrase “Preparation for” to read “Preparation for a nationally...”
  - 4<sup>th</sup> Sentence—Please consider striking the phrases “Will complete a” and “as a part of in-class instruction” to read “CPR and AED Certification.”
- Section II Learning Objectives:
  - 2<sup>nd</sup> Item—Please consider striking the phrase “knowledge of” and ending sentence after the word “assessments” to read “Demonstrate appropriate...assessments.”
  - 4<sup>th</sup> Item—Please consider replacing the phrase: Describe and demonstrate...that align with” with the phrase “Enumerate the principles of” to read “Enumerate the principles of professional...of practice.”
  - 5<sup>th</sup> Item—Please consider replacing the phrase “Successful completion of” with the word “Complete” to read “Complete Cardiopulmonary...”
- Section III Justification:
  - 2<sup>nd</sup> Paragraph—3<sup>rd</sup> Sentence—Please revise the phrase “one on one” to read “one-on-one”
  - 3<sup>rd</sup> Paragraph—Please revise this paragraph to further expand upon and qualify the concept of “application of knowledge”
  - 5<sup>th</sup> Paragraph— Please replace the word “so” with the word “because” to read “level, because students...”

- Section VI Syllabus
  - 4th Topic—Please consider adding a sub-bullet to include “CPR/AED Certification” to better align syllabus with Catalog Description and Learning Objectives.

**Motion passed unanimously.**

**College of Natural Resources and Environment**

**Course:**       FREC 3454 Trees in the Built Environment Lab (Previously FOR 3454; Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2852)

Motion was made and seconded to **APPROVE** FREC 3454 Trees in the Built Environment Lab (Previously FOR 3454; Previously Tabled on 4/22/16) (Revised) Spring 2017 (CM-2852), **with modifications:**

- Proposal Coversheet:
  - Course Designator and Number—Please revise to read “FREC 3454”
- Revision Memorandum:
  - Please revise all references to course designator “FOR” to read “FREC.” *Change may be made using pen & ink notation on original letter. Please include initials and date with any pen & ink changes.*
- Proposal Document:
  - Proposal Header:
    - Please format course title with mixed case type to read “Trees in the Built Environment Lab”
    - Please revise course number to read “FREC 3454”
- Section I Catalog Description:
  - Please consider adding verbiage regarding communication of “technical information and management practices” as referenced in Learning Objective 4, to better align Catalog Description with Learning Objectives
- Section III Justification:
  - 2<sup>nd</sup> Paragraph—Please revise reference to course designator “FOR” to read “FREC”
  - 3<sup>rd</sup> Paragraph—Please revise references to course designator “FOR” to read “FREC”
- Section VI Syllabus:
  - Consider adding a syllabus topic related to communication of “technical information and management practices” as referenced in Learning Objective 4, to better align Syllabus with Learning Objectives

**Motion passed unanimously.**

**Virginia-Maryland Regional College of Veterinary Medicine**

**Course:** PHS 2004 Introduction to Public Health (Previously PHS 3004; Previously Tabled on 4/8/16) (New) Spring 2017 (CM-2842)

Motion was made and seconded to **APPROVE** PHS 2004 Introduction to Public Health (Previously PHS 3004; Previously Tabled on 4/8/16) (New) Spring 2017 (CM-2842), **with no modifications.**

**Motion passed unanimously.**

**Course:** PHS 4064 Modeling Infectious Diseases (Previously Tabled on 4/8/16) (New) Spring 2017 (CM-2848)

Motion was made and seconded to **DEFER** PHS 4064 Modeling Infectious Diseases (Previously Tabled on 4/8/16) (New) Spring 2017 (CM-2848)

**Motion passed unanimously.**

**NEW BUSINESS**

**College of Agriculture and Life Sciences**

**Course:** CSES 2244 Agriculture, Global Food Security and Health (New) Spring 2017 (CM-2904)

Motion was made and seconded to **APPROVE** CSES 2244 Agriculture, Global Food Security and Health (New) Spring 2017 (CM-2904), **with modifications:**

- Section I Catalog Description:
  - 1<sup>st</sup> Sentence—Please insert a comma following the phrase “production constraints” to read “...constraints, and global...”
  - 2<sup>nd</sup> Sentence—Please remove comma following the phrase “gender iniquity” and remove the phrase “will be made” to read “...iniquity and globalized food systems.”
- Section II Learning Objectives:
  - 1<sup>st</sup> Item—Please consider replacing the word “Evaluate” with a higher level verb, such as “Enumerate,” or “Interpret”

- 3<sup>rd</sup> Item—Please consider replacing the word “Evaluate” with a higher level verb, such as “Enumerate,” or “Interpret”
- 6<sup>th</sup> Item:
  - Please consider striking verbiage at the beginning of this sentence, starting the sentence with the word “Develop” to read “Develop a deeper...”
  - Please consider adding the phrase “through service learning” to the end of this sentence to read “...farmer communities, through service learning”
- Section III Justification:
  - 1<sup>st</sup> Paragraph:
    - 4<sup>th</sup> Sentence—Please edit the word “role” to read “roles”
    - 5<sup>th</sup> Sentence—Please consider striking the word “and” and the phrase “of (HIV/AIDS)” to read “...climate change, morbidity, and mortality will be explored.”
  - 2<sup>nd</sup> Paragraph—1<sup>st</sup> Sentence—Please edit the word “cause” to read “causes”; the word “is” to read “are”; and consider striking the word “very” to read “The causes and...are complex...”
  - 3<sup>rd</sup> Paragraph—1<sup>st</sup> Sentence—Please consider replacing the phrase “study abroad” and replacing with the word “international” to read “...learning and international programs...”
  - 4<sup>th</sup> Paragraph—Last Sentence—Please consider replacing the phrase “the food recovery program” with the phrase “Campus Kitchen programs” to read “...working in Campus Kitchen programs.”
  - 5<sup>th</sup> Paragraph—Last Sentence—Please consider striking the phrase “or study abroad” to read “...service learning aspect...”

**Motion passed unanimously.**

**Course:** HORT 3454 Herbaceous Plants for Ecological Landscapes (New) Spring 2017 (CM-2898)

Motion was made and seconded to **APPROVE** HORT 3454 Herbaceous Plants for Ecological Landscapes (New) Spring 2017 (CM-2898), **with modifications:**

- Section I Catalog Description:

- Last Sentence—Please insert a comma after the word “Philosophy” to read “Philosophy, historical perspective, and...”
- Section II Learning Objectives:
  - 1<sup>st</sup> Item—Please consider adding the word “herbaceous” to read “...applied to herbaceous landscape plants.”
  - 5<sup>th</sup> Item—Please consider replacing the word “Explain” with a higher level verb, such as “Relate”

**Motion passed unanimously.**

### **College of Engineering**

**Course:** BMES 3024 BME Cell Engineering Laboratory and Design (New) Spring 2017 (CM-2895)

Motion was made and seconded to **TABLE** BMES 3024 BME Cell Engineering Laboratory and Design (New) Spring 2017 (CM-2895), **pending receipt of the following:**

- Section I Catalog Description:
  - 3<sup>rd</sup> Sentence—Please consider replacing the word “measure” with the phrase “measurement of” to read “Measurement of biological...”
  - 4<sup>th</sup> Sentence—Please consider replacing the word “Assess” with the phrase “assessment of” to read “Assessment of animal...”
  - Last Sentence—Please consider clarifying the phrase “Cell pathologies” with more specific terms, such as “cell imaging” or “cell phenotype.”
  - Remove comma after “Pre: 2104”
- Section II Learning Objectives:
  - 2<sup>nd</sup> Item—Consider adding verbiage to expand upon the measurable outcome of this item
- Section III Justification:
  - Please consider adding verbiage to further justify the use of the word “Design” in the course title
  - 2<sup>nd</sup> Paragraph—Last Sentence—Please edit the word “require” to read “required” to read “...as a required course...”
  - 3<sup>rd</sup> Paragraph—Please consider expanding level justification to further expand upon skills needed by students participating in this course, (i.e. student maturity, higher cognitive skills, etc.)
- Section IV Prerequisites and Corequisites:

- The Committee wonders if additional prerequisite or corequisite courses may be necessary to provide the needed skills for student success in this course.
- Section VI Syllabus
  - Consider adding a syllabus topic related to the principles of experimental design or design of experiments, to better align syllabus with Catalog Description or Learning Objective

**Motion passed unanimously.**

**Course:** BMES 3034 Bioinstrumentation Laboratory and Design for Living Systems (New) Spring 2017 (CM-2896)

Motion was made and seconded to **APPROVE** BMES 3034 Bioinstrumentation Laboratory and Design for Living Systems (New) Spring 2017 (CM-2896), **with modifications:**

- Section I Catalog Description:
  - Please consider adding verbiage related to the design of experiments, to better align with Learning Objectives and Syllabus
- Section II Learning Objectives:
  - 1<sup>st</sup> Item—Please consider replacing the word “Apply” with a higher level verb, such as “Synthesize”
  - 3<sup>rd</sup> Item:
    - Please consider striking the word “basic” to read “...categories of...”
    - Please consider replacing the word “Describe” with a higher level verb, such as “Evaluate” or “Compare and Contrast”
  - 4<sup>th</sup> Item—Please consider striking the words “a basic” to read “Design electronic circuits
  - 5<sup>th</sup> Item—Consider rephrasing item to read “Collect, analyze, and interpret...using modern...software.”
  - 6<sup>th</sup> Item-- Please consider replacing the word “Describe” with a higher level verb, such as “Evaluate” or “Compare and Contrast”
- Section III Justification:
  - Please consider adding verbiage to further justify the use of the word “Design” in the course title
  - Please consider adding verbiage related to the ethics, regulations, and oversight (i.e. IRB), if applicable to this course
- Section VI Syllabus:

- 1<sup>st</sup> Item—Please consider replacing the phrase “basic concepts” with the word “Principles” to read “Principles of medical...”
- 2<sup>nd</sup> Item—Please consider striking the phrase “basic sensors and” and add the phrasing “of sensor design and function” to read “Principles of sensor design and function.”

**Motion passed unanimously.**

**College of Liberal Arts and Human Sciences**

**Course:** STS 2254 Innovation of Context (New) Spring 2017 (CM-2876)

Motion was made and seconded to **APPROVE** STS 2254 Innovation of Context (New) Spring 2017 (CM-2876) **with no modifications.**

**Motion passed unanimously.**

**College of Natural Resources and Environment**

**Course:** FREC 4434 Natural Resource Policy (Revised) Spring 2017 (CM-2850)

Motion was made and seconded to **APPROVE** FREC 4434 Natural Resource Policy (Revised) Spring 2017 (CM-2850), **with modifications:**

- Proposal Coversheet:
  - Course Designator and Number—Please revise to read “FREC 4434”
- Revision Memorandum:
  - Please revise all references to course designator “FOR” to read “FREC.” *Change may be made using pen & ink notation on original letter. Please include initials and date with any pen & ink changes.*
- Proposal Document:
  - Proposal Header:
    - Please revise course number to read “FREC 4434”
- Section II Learning Objectives
  - 1<sup>st</sup> Item—Please consider replacing the word “Describe” with a higher level verb, such as “Compare” “Synthesize” or “Demonstrate”
  - 4<sup>th</sup> Item—Please consider replacing the word “Identify” with a higher level verb or phrase, such as “Compare and Contrast” or “Analyze”
- Section IV—Prerequisites and Corequisites



- Please revise all references to course designator “FOR” to “FREC”
- Resource Letter—Please update the date of resource letter and revise course designator from “FOR” to “FREC.” *Changes may be made using pen & ink notation on original letter. Please include initials and date with any pen & ink changes.*

**Virginia-Maryland Regional College of Veterinary Medicine**

**Course:** PHS 4074 Practicum in Public Health (New) Spring 2017 (CM-2849)

Motion was made and seconded to **DEFER** PHS 4074 Practicum in Public Health (New) Spring 2017 (CM-2849).

**Motion passed unanimously.**

A motion was made and seconded to adjourn the meeting at 4:02 p.m.

Respectfully Submitted,

Justin D. Sanders  
*Office of the University Registrar*