

**MINUTES**  
**UNDERGRADUATE CURRICULUM COMMITTEE**  
**OCTOBER 26, 2018**  
**230 STUDENT SERVICES BUILDING, 2:00 PM**

**Present:** Kerry Redican (Chair); Alex Brand (COE); Conrad Briles (SGA); Jay Burkette (CLAHS); Kris Bush (Enrollment Services); Joe Sirgy (PCOB); Martha Sullivan (CAUS); Stacy Vogt Yuan (UCCGE); Dave Winston (CALs)

**Absent with notification:** Paul Deck (COS); Bruce Hull (CNRE); Rachel Saville (Staff Senate)

**Visitors:** Nicole Akers; Gary Costello; Clint Dancey (ME); Kristin Phillips (NEUR)

The meeting was called to order at **2:00 PM** by Kerry Redican, Chair.

A motion to adopt the agenda was made, seconded, and approved.

Announcement of approval of minutes: October 12, 2018 – Minutes voted on electronically.

## **OLD BUSINESS**

### **College of Engineering**

**Course:** ME 3414 Fluid Dynamics (New) Spring 2019 (CM-4580)

Motion was made and seconded to **APPROVE** ME 3414 Fluid Dynamics (New) Spring 2019 (CM-4580) **with no modifications.**

**Motion passed unanimously.**

## **NEW BUSINESS**

### **College of Engineering**

**Course:** ME 3534 Controls Engineering I (New) Spring 2019 (CM-4560)

Motion was made and seconded to **APPROVE** ME 3534 Controls Engineering I (New) Spring 2019 (CM-4560) **with modifications:**

- Improve alignment of Catalog Description, Learning Objectives, and Topic Syllabus and expand Catalog Description, using topics from Learning Objectives and Topic Syllabus
- Noting that MATH 2214 is a corequisite course for ESM 2304, consider removing MATH 2214 from prerequisite statement in Catalog Description and Prerequisite/Corequisite section
- Topic Syllabus: Consider adding clarity by reformatting to include subtopics under the main topics, as applicable. Example format:  
(main topic) Introduction to Control Systems 20%

- (subtopic) Deriving ODE Equations of Motion
- (subtopic) Laplace Transforms
- (subtopic) Partial Fraction Expansions

**Motion passed unanimously.**

**College of Liberal Arts and Human Sciences**

Revised Minor

**Checksheet:** Minor: French for Business (FRBS) (Revised), effective for students graduating in calendar year 2021 (CM-4344)

Motion was made and seconded to **APPROVE** the Revision of Minor: French for Business (FRBS) (Revised), effective for students graduating in calendar year 2021 (CM-4344), **with modifications:**

- Coversheet: Edit effective date to 2021
- Please provide a letter or document outlining changes made, including change in credit hours, and rationale for changes
- Checksheet heading: Edit effective date to 2021
- FR 3206: Remove extra space between “3 c r” to read “3 cr”

**Motion passed unanimously.**

**Pamplin College of Business**

**Course:** REAL 2024 Principles of Real Estate Sales (New) Spring 2019 (CM-4700)  
Motion was made and seconded to **APPROVE** REAL 2024 Principles of Real Estate Sales (New) Spring 2019 (CM-4700) **with modifications:**

- Course Title: Consider editing to read “Real Estate Sales Licensure”
- Catalog Description:
  - Remove “Prepare students” and begin with “Preparation for...”
  - Remove “Explore the field of” and begin second sentence with “Residential real estate.....”
  - Consider incorporating topics “land use controls”, “deed restrictions”, “real estate laws”, “mandated disclosure”, and “property tax” into Catalog Description
- Learning Objectives:
  - Replace “Differentiate basic...” with “Differentiate among basic...” in learning objective 1
  - Replace “Solve basic...” with “Execute basic...” in learning objective 5
- Justification: Include course number (REAL 2004) in second sentence which begins “The course is meant to be taken a student’s sophomore...”

- Texts and Special Teaching Aids: Remove sentence under citation, which begins “Optional supplemental...”

**Motion passed unanimously.**

### College of Science

**Course:** NEUR 2014H Honors Fundamentals of Neuroscience (New) Spring 2019 (CM-4713)

Motion was made and seconded to **APPROVE** NEUR 2014H Honors Fundamentals of Neuroscience (New) Spring 2019 (CM-4713) **with no modifications.**

**Motion passed unanimously.**

### Virginia-Maryland College of Veterinary Medicine

#### New Minor

**Minor:** Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, first effective date to declare minor: Spring 2019, first effective date to graduate: Winter 2020 (CM-4708)

Motion was made and seconded to **APPROVE** the Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, first effective date to declare minor: Spring 2019, first effective date to graduate: Winter 2020 (CM-4708), **with modifications:**

- Coversheet: Select the box “New” under “Proposal Action”
- Educational Value:
  - Edit to provide clarity to the sentence beginning, “With the major investments...” located in the second paragraph of page 1
  - Edit the sentence “According to the Association of Schools....” To add a comma between “practice...” and “to both...”
- Response to Current Needs:
  - Edit to add a period to end the first sentence after “health workers.”
  - Edit to provide clarity to the sentence beginning “Further, students will be able to....” in the first paragraph
  - Insert hyphen into third sentence to read “evaluate scalable evidence-based public health...”
- Credit Hours Required: Edit “Letter of support...” to “Letters of support...”

- Number of Students Anticipated to Enroll: Add period at the end of statement beginning “200 students are...”

**Motion passed unanimously.**

**Checksheet:** Minor: Public Health (PH) (New), effective for students graduating in calendar year 2020 (CM-4708), **with no modifications.**

Motion was made and seconded to **APPROVE** the Establishment of New Minor: Public Health (PH), effective for students graduating in calendar year 2020, (CM-4708), **with no modifications.**

**Motion passed unanimously.**

A motion was made and seconded to adjourn the meeting at **2:36 PM.**

Respectfully Submitted,  
Nicole Akers  
*Office of the University Registrar*