



Undergraduate Council Minutes

Meeting Minutes
September 19, 2008

Present:

Joanne Arhar, Karen Lowry Gordon for Natalie Caine-Bish, Alicia Crowe, Jan Gibson for David Dees, Lettie Gonzalez, Dianne Kerr, Andrew Lepp, Pamela Luft for Natasha Levinson, Swathi Ravichandran, Alexa Sandmann, and Lisa Froning for Charity Snyder. Also attending were guests: Jacob Barkley, Ellen Glickman, Mel Anthony May, Aaron Mulrooney, Donna Richmond, Cindy Symons, and Recorder Kathy Skelly.

Opening:

J. Arhar opened the meeting at 10:00 a.m. in Room 308D White Hall.

A. Items of Business

EHHS:

J. Arhar explained that seven members need to be present at Council meetings in order to have a quorum and at least six votes are needed to pass any action. There is a two meeting rule for all curricular proposals. The proposal is presented at the first meeting and voted on at the second meeting. Council can vote to waive the two meeting rule and act on the proposal at the first meeting.

All undergraduate curricular proposals are now electronic and will no longer be printed on paper. Recent minutes as well as minutes from the last three to four years are also posted on the Undergraduate Council website. Since Educational Policies Council (EPC) changed its schedule, proposals to become effective Fall 2009 will have until the December meeting to be approved. All curricular forms are now online as well as the WebExtender is available, with a password, to look up archived proposals.

Minutes:

The minutes of the May 2, 2008 meeting were approved as written.

SELS:

Aaron Mulrooney (committee chair) presented a proposal to create an Exercise Science Major with two Concentrations: a) Exercise Physiology or, b) Exercise Specialist. This proposal modifies the existing Physical Education Professional Major by removing the Exercise Science Concentration. This new major will improve visibility and growth, and meet the professional needs of the students. A. Sandmann motioned to waive the two meeting rule, seconded by K. Lowry Gordon and unanimously approved. K. Lowry Gordon motioned to approve the proposal with two minor changes, seconded by A. Sandmann and unanimously approved.

SPA:

Mel Anthony May presented a proposal to establish a pre-major code for the Associate of Applied Science in Respiratory Therapy Technology. A pre-major code will allow the Ashtabula Campus to accurately admit and track students interested in this selective admission major and make certain they are receiving important information regarding this program. A. Crowe motioned to waive the two meeting rule, seconded by A. Sandmann and unanimously approved. A. Crowe motioned to approve the pre-major code for the Associate of Applied Science in Respiratory Therapy Technology, seconded by D. Kerr and unanimously approved.

Jan Gibson presented a proposal to revise courses offered in the Associate of Applied Science in Radiologic Technology and the Bachelor of Radiologic and Imaging Sciences Technology degree. The description and prerequisites will be changed to update terminology and help students schedule their classes more efficiently. A. Sandmann motioned to waive the two meeting rule, seconded by D. Kerr, and unanimously approved. K. Lowry Gordon motioned to accept the revision of the courses in the Associate of Applied Science in Radiologic Technology and the Bachelor of Radiologic and Imaging Sciences Technology degree, seconded by P. Luft and unanimously approved.

ACHVE:

Cindy Symons presented a proposal to revise the HPE -5 year dual licensure program. The current HPE 5 year dual licensure program includes only one inquiry seminar (EDUC 49525), when, in reality, students are taking two (one in HED and one in EDUC) but not receiving credit for the HED seminar. Since students in HPE already take the HED seminar, no additional staffing is necessary and will not cost the student any additional money as it will make the semester load 18 hours instead of 15; students will receive a grade for the HED inquiry seminar as well. This 5 year dual licensure program was created with the School of Exercise, Leisure and Sport and has given its approval. A. Sandmann motioned to waive the two meeting rule, seconded by D. Kerr and unanimously approved. A. Lepp motioned to approve the change in the HPE-5 year dual licensure program, seconded by L. Gonzalez and unanimously approved.

EFFS:

Pamela Luft presented a proposal for revisions in the deaf education program. One-hour practicum courses have been offered without any supervision. This proposal would make the practicum courses (SPED 43092 & 43392) include both classroom and field experience with supervision. Some years ago all deaf education majors were required to obtain a B or better, but somehow it was dropped from the requirement sheets. A B- or better would be re-instituted in SPED 43309, 43310, 43311, 43313 and 43324. After a lengthy discussion, it was decided to table this proposal until questions could be resolved.

P. Luft also presented a proposal for revisions in the Educational Interpreter program. There are two one-hour practicum courses. This proposal will change the name of the course and incorporate field work within the course and ensure that the practicum experiences are completed and evaluated by the instructor. The title of SPED 43104 will be changed so all courses will now be in sequence and align with the ASL program. A. Sandmann motioned to waive the two meeting rule, seconded by D. Kerr and unanimously approved. K. Lowry Gordon motioned to approve the revisions to the Educational Interpreter program with revisions to the Proposal Summary, seconded by J. Gibson and unanimously approved.

CTTE:

Donna Richmond presented a proposal changing the title and description of CTTE 46017 to meet the new standards of “leadership”. A second proposal will remove from the Family and Consumer Science Education program an elective (HM 13022) thus reducing the electives from 12 to 9 hours. HM 13022 will become a required course to give more content related to food preparation as there is a greater need to be aware of safety and sanitation. K. Lowry Gordon suggested adding “or additional courses as advised” to the Proposal Summary. A. Sandmann motioned to waive the two meeting rule, seconded by D. Kerr, and unanimously approved. K. Lowry Gordon motioned to approve both proposals with corrections, seconded by S. Ravichandran, and unanimously approved.

B. Other Business

According to curricular guidelines, Special Topics courses are only offered a maximum of three times prior to full curricular review. J. Arhar reminded Council to inform faculty of this guideline.

Alexa Sandmann stated her term as EPC representative expired in August. J. Arhar will remind Nancy Barbour that someone from Graduate Council should be appointed.

Adjournment

The meeting was adjourned at 12:05PM.

Minutes submitted by:

Kathleen Skelly for Joanne Arhar