

**The University of Tennessee, Knoxville
Undergraduate Council
Minutes of the Meeting
April 9, 2019**

Leadership and Elected Members present: Chair Robert Mindrup, Vice Chair Anthony Welch, Past Chair Rachel Chen, Brian Ambroziak, Ken Baker, John Bell, Richard Bennett, Alison Buchan, Jamie Coble, Erin Darby, Kim Denton, Joanne Devlin, Nadia Fomin, Beth Foster, Katie Kavanagh (by proxy Rachel Chen), Cheryl Kojima, Daniel Magilow, Chris Magra (by proxy Chuck Collins), Harrison Meadows, Lindsay Mahony (by proxy George Drinnon), Christine Nattrass, Charlie Parker, Amanda Warren, and Angela Wozencroft.

Ex-Officio Members present: Suzie Allard (represented by Beth Foster), Kari Alldredge (represented by Janet Schmitt), Katherine Ambroziak (represented by Brian Ambroziak), Misty Anderson, Chuck Collins, George Drinnon, Jeff Fairbrother, Timothy Hulse (represented by Rebekah Page), Brent Lamons, Chris Lavan, Roberta Lavin, Robert Mindrup, Barbara Murphy, Noah Rost, Masood Parang (represented by Richard Bennett), John Stier, and Teresa Walker.

Student Members present: (none)

Others present: Monique Anderson, Mary Beth Burlison, Betsy Gullett, R.J. Hinde, Rebekah Page, Janet Schmitt, Jana Spitzer, and Molly Sullivan.

Welcome and Call to order: The meeting was called to order at 3:40 pm by Robert Mindrup, Chair.

Committee Reports (See attached reports)

- **Academic Policy (Ken Baker)**
 - The Academic Policy Committee presented a proposal to update the policy for awarding credit to student veterans. The Council approved the proposal without opposition.
 - The Committee announced that Joanne Devlin was unanimously elected to serve as Chair of the Undergraduate Academic Policy Committee for the next academic year. This did not require approval by the Council.
- **Advising (Brent Lamons)**
 - The Advising Committee presented informational items that did not require action by the Council. These items did not require approval by the Council.
 - The Committee proposed updates to their operating guidelines. The Council approved the proposal without opposition.
- **Appeals (Brent Lamons)**

The Appeals Committee presented their annual report as an informational item. This did not require approval by the Council.
- **Curriculum (Beth Foster)**

The Curriculum Committee presented the following proposals:

 - Corrections to the 2019-2020 catalog
The Council approved the proposal without opposition.
 - Curricular changes effective fall 2020
The Council approved the proposal without opposition.
 - Updates to the Committee's membership guidelines
After adding a friendly amendment, the Council approved the proposal without opposition. The attachment has been edited to show the proposal as approved.
 - Updates to the Committee's operating guidelines to incorporate the N-subcommittee
After adding a friendly amendment, the Council approved the proposal without opposition. The attachment has been edited to show the proposal as approved.

Informational items regarding Experience Learning course designation and the Contemporary Issues and Solutions subcommittee were shared, but did not require approval by the Council.

The Committee announced that Chris Magra was unanimously elected to serve as Chair of the Undergraduate Curriculum Committee for the next academic year. This did not require approval by the Council.

- **General Education (Barb Murphy)**

The General Education Committee presented a proposal to add a permanent Assessment Subcommittee to oversee the process of reassessing every approved general education course at least once every ten years to ensure the courses continue to meet the goals of the curriculum. The Council approved the proposal without opposition.

The Committee shared several informational items regarding an update to the rubric for approving a WC course, an update to the submission form for AH, and multiple items about Vol Core.

These items did not require approval by the Council.

Other

- The meeting schedule for the Council and its committees was presented and approved without opposition.
- The Council unanimously elected Cheryl Kojima as the Vice Chair for the 2019-2020 academic year.

Adjournment: Robert Mindrup adjourned the meeting at 4:37 pm.

Next regularly scheduled meeting: Tuesday, September 10, 2019, at 3:40 pm. The location is still to be determined.

Approval of minutes: These minutes were certified correct via email on April 16, 2019.

Minutes submitted by: Molly Sullivan

ACADEMIC POLICY COMMITTEE

**The University of Tennessee, Knoxville
Academic Policy Committee
Minutes of the Meeting
March 6, 2019**

Call to order: A regularly scheduled meeting of the Academic Policy Committee was held in the Eighth Floor Conference Room, Andy Holt Tower, on March 6, 2019. The meeting was called to order at 1:31 p.m. by Ken Baker, Chair.

Members present: Ken Baker (Chair), Monique Anderson, Jamie Coble, Joanne Devlin, Katie Kavanagh, Brent Lamons, and Charlie Parker

Others present: Mary Beth Burlison, Alison Connor, R.J. Hinde, Roberta Lavin, Molly Sullivan, and Anthony Welch

Proposal (See attached):

Update policy for awarding credit to student veterans

The Committee approved the proposal with one minor edit.

Election of Academic Policy Chair for the 2019-2020 academic year

Joanne Devlin was unanimously elected to serve as Chair of the Undergraduate Academic Policy Committee for the next academic year.

Adjournment: The meeting was adjourned at 1:40 p.m.

Approval of Minutes: These minutes were certified correct via email on March 11, 2019.

Minutes submitted by: Molly Sullivan

REVISE THE MILITARY CREDIT POLICY

**ACADEMIC POLICIES AND PROCEDURES
MILITARY CREDIT**

Based on the number of months of active duty military service, students may receive three to twelve hours of academic credit from the departments of Physical Education and Military Science and Leadership. Students should submit a copy of their DD214 to the Office of ~~the University Registrar~~ **Undergraduate Admissions** so that the number of months ~~of for~~ active duty may be determined. Upon review, students may receive ~~hours of~~ credit, ~~as appropriate~~, for MLSL 101 (2), MLSL 102 (2), MLSL 202 (3), and PYED LD (5). Credit is not awarded if the student already has ~~transfer~~ credit for MLSL 101, MLSL 102, or MLSL 202 ~~through transfer credit~~ or through UT registration.

In addition to the credit described above, academic credit can be awarded for credit earned at military service schools. To receive course credits, students should provide to the Office of ~~the University Registrar~~ **Undergraduate Admissions** an official transcript from the Community College of the Air Force or their Joint Services Transcript (JST). Credit is awarded following the American Council on Education (ACE) ~~credit~~ recommendations guidelines for military course completions. UT awards LD (lower division)/UD (upper division) credit for courses in the lower/upper level category. ~~LD/UD credits are normally acceptable as general elective course credit; however, students should contact their college's advising center or major adviser to determine if the LD/UD credit will satisfy specific degree requirements.~~ UT does not award credit for the ~~vocational or graduate~~ **vocational/graduate** level ~~categories~~ **category**.

Beginning fall 2019, students may receive course credit for military learning experiences that appear on the student's JST record. Credit is awarded following ACE credit recommendation guidelines that have been reviewed and approved by UT Knoxville faculty. For some military learning experiences, UT awards LD/UD credit for learning experiences that match the lower/upper level category. Information is available at <https://veterans.utk.edu/>.

LD/UD credits are normally acceptable as general elective course credit; however, students should contact their college's advising center or major adviser to determine if the LD/UD credit will satisfy specific degree requirements.

Students who want to use proficiency or other examinations to earn credit for work or material mastered through non-credit courses ~~or experiences~~ should contact the dean of the college that offers the course for which credit is sought.

For questions concerning your credit evaluation, please contact the Office of ~~the University Registrar~~ **Undergraduate Admissions** at 865-946-3864 or utktransfereval@utk.edu. Additional information is available at <https://registrar.utk.edu/for-transfer-students/transfer-credit-policies-and-procedures/transfer-credit-military/>.

Rationale: The State of Tennessee has requested that we award academic credit to veterans based on information learned as part of their training for particular roles in the military, based on ACE recommendations and UTK's faculty's review of those recommendations. It was noted that the ACE reviewers are active faculty members at regionally accredited institutions and had access to confidential information in order to make their assessments. UTK's faculty then review the ACE recommendations to determine the appropriate UTK credit to be awarded. The resulting information can then be made available to advisors, student veterans, and prospective students.

ADVISING COMMITTEE

**The University of Tennessee, Knoxville
Advising Committee
Minutes of the Meeting
February 19, 2019**

Attendees: Hannah Raines, Joanna Rathbone, Amanda Lovelace, Lori Smith, Kristina Cantin, Erin Bennett, Jaclyn Behrens, Jada Russell, Cory Major, Doug Renalds, Frances Nash, Missy Parker, Talisha Adams, Leslie Ducay, Stephanie Workman, Carrie McCamey (guest), Shawn Carson (guest), Jana Spitzer, Laura Harkleroad, Marshall Steward, Traci Bonds, Betty Bradley, Alison Connor, Kenneth Baker, George Drinnon, Brent Lamons, Phyliss Shey.

Welcome and call to order

Approval of Minutes – minutes from November 2018 approved

Old Business – none

New Business

- Entrepreneurship minor - Shawn Carson from the Anderson Center for Entrepreneurship & Innovation presented on the history and mission of the Center, interdisciplinary entrepreneurship minor, and the various competitions for funding. (See attached.)
- Revision of Advising Committee Operating Guidelines – Lamons distributed copies of the document and described the intended changes. After discussion and minor changes to the document, Lamons asked for a motion to vote on adoption of the guidelines. Bradley moved and Parker seconded. The motion passed unanimously. (See attached.)

- Call for nominations for Chair 2019-2020. Lamons announced the call for nominations are open at <https://acchair.questionpro.com>.

Standing Reports

- Academic Advising Leadership Group – Parker noted three items under recent consideration. We will conduct the advising assessment survey of students during spring 2019. This is the third year of this particular instrument. Drs. Jennifer Morrow and Louis Rocconi of Evaluation, Statistics and Measurement department in the College of Education, Health, and Human Sciences will compare and evaluate the results over the past three years. The leadership group is working on revisions to the Advisor Career Path for clarification of eligibility rules and to simplify the document. Revision will be vetted by Human Resources before implementation in 2020. Provost Mandersheim visited during a recent meeting and expressed his support of academic advising as an important piece of the strategic plan. The Provost sought input from the group regarding data analytics. UT's contract with Civitas is soon to expire as is the contract with GradesFirst. The intent is to purchase a product that will serve as the advising and academic support system for scheduling, notes, early alert, as well as data analytics. Decision will be made very soon. Everyone is invited to learn about the new GENED requirements – The Volunteer Core, effective beginning Fall 2021. Information on the requirements and the schedule for meetings can be found at <https://ugcouncil.utk.edu/volunteer-core/>.
- TennACADA – Ducay announced nominations are currently sought for the board for 2019-2020. Email Ellie Mulherin (emulheri@utk.edu) with nominations for President, Vice President, Secretary, and Communications. Nominations for advising awards to be open soon. Events for spring are “Delivering Bad News” panel on Thursday, March 28 from 3:00-4:30 in Communications Building Scripps Convergence Lab. Tuesday, April 23 will be the Fieldhouse Social (Social) from 5:00-6:00 at 2525 University Commons Way (near WalMart & Publix).
- Enrollment Management (Admission, Registrar, One Stop, Financial Aid) Nash noted that first-year admitted students are approximately 1,000 more than last year at this time. Confirmations are slightly lower, but award notification letters are going out next week (2-3 weeks earlier than in previous years) and an uptick in confirmations are expected as a result. Approximately 70 students have been admitted into the Volunteer Bridge Program. Transfer admissions are close to last year at this point. One Stop will soon begin the initial outreach for fall registration. Two new hires for a Coordinator of Financial Wellness, Philippa Satterwhite, and senior counselor, Spencer Morris.
- Multi-Cultural Student Life – no report
- Student Success Center – Adams announced that the SSC is in full swing offering tutoring appointments, Supplemental Instruction, and academic coaching appointments. Students may schedule tutoring and coaching appointments via GradesFirst. Full tutor and SI schedules may be found online at <https://studentsuccess.utk.edu>. Piloting a new location Clement Hall that includes offerings for Volunteer Bridge students.
- First-Year Studies – no report
- Student Life – Bennett announced the new UT Explore workshops available to students in exploratory majors. Center for Career Develop continues to offer CE 205, but hopes to increase opportunities for students with the workshops. See attached flyer. CCD also offers the Parker Dewey platform for micro internships and projects. Information at <https://career.utk.edu/students/gain-experience/internships-co-ops/micro-internships-and-projects/>. (See attached.)
- Thornton Center – Steward announced recent restructure of staffing at TAC. Details at <http://thorntoncenter.net/staff-2/>. He also invited interested departments to attend TAC staff meetings. TAC staff is also willing to visit departments. Contact him at mstewa26@utk.edu.

Entrepreneurship Minor

Anderson Center for Entrepreneurship & Innovation
Shawn Carson, Entrepreneurship Lecturer

The Age of Entrepreneurs

The Next Generation of Entrepreneurial Superstars

Anderson Center

Vision

Foster an entrepreneurial culture at UT benefiting our university, region and state.

Mission

- Develop top-level entrepreneurial talent
- Support engagement with our regional entrepreneurial ecosystem
- Provide and support research to strengthen our production of entrepreneurs and innovators

Anderson Center

- Privately funded research and education center
- Formed in 2009, named in 2010
- Primary location on 4th floor Haslam Business Building
- Business Accelerator located in UT Incubator

ACEI Business Accelerator

- Services-rich, on-campus co-working space
- On-site Entrepreneur-in-Residence
- Co-working space

Focus:

- High-growth student businesses
- Programming
- Make investor-ready
- Technology Commercialization

Vol Court Speaker Series & Pitch Competition

- Twice annually
- Open to all
- 6-Week Series
- Cash awards + services \$1,500 / \$1,000 / \$500

Graves Business Plan Competition

- Spring semester
- Open to UG student
- Pitch ideas (plans) to judges
- Cash awards to winners (\$5,000 / \$3,000 / \$2,000)

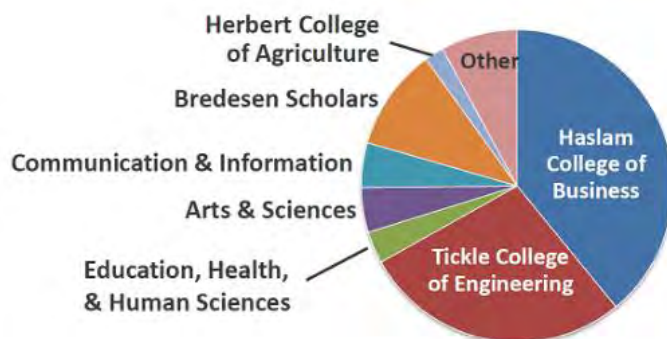
Boyd Venture Challenge

- Twice annually
- Any student enrolled in any degree program
- Seed funding for legally established businesses
- Up to \$20,000 awarded

Anderson Center competitions have awarded more than \$607,000 to student startups since 2009.

Almost half (49%) of ACEI winning businesses since 2009 are currently in operation.

Competition Winners by College



E&I Talent Development

Undergraduate-Entrepreneurship Minor

- Approved in 2015
- Seven colleges participating
- Interdisciplinary
- Supports multiple strategic objectives:
 - Entrepreneurship across campus
 - Enhanced technology commercialization

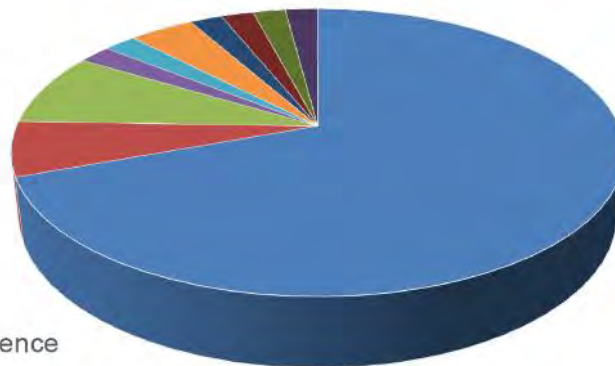
Undergraduate Entrepreneurship course enrollment increased 37% from Fall 2017 to Spring 2018 (818 students in Spring 2018).

Undergraduate Interdisciplinary Minor in Entrepreneurship

REQUIRED	PICK 3 HOURS	PICK 9 HOURS		
ENT 350: Introduction to Entrepreneurship (3 hrs)	RCS 411: Entrepreneurship & Small Business Management (3 hrs)	ECON 331: Government & Business (3 hrs)	EF 400: Technology Commercialization (1 hr)	AREC 212: Intro. to Agribusiness Mgmt. (3 hrs)
	ENT 451: New Venture Planning (3 hrs)	ENT 410: Leadership in Nonprofits & Social Entrepreneurship (3 hrs)	IE 451: Creative Technical Problem Solving (3 hrs)	ALEC 240: Presentation & Sales Strategies for Ag. Audiences (3 hrs)
	IE 457: Engineering Entrepreneurship (3 hrs)	ENT 415: Start-Overs as Startups (3 hrs)	IE 405: Engineering Economic Analysis (3 hrs)	ALEC 340: Marketing & Public Strategies for Global Sectors (3 hrs)
Courses sorted by college:		ENT 420: Entrepreneurial Finance (3 hrs)	MUSC 305: The Business of Music (2 hrs)	AREC 342: Farm Business Management (3 hrs)
HERBERT COLLEGE OF AGRICULTURE		ENT 425: Entrepreneurial Marketing (3 hrs)	ARTD 451: Advanced Graphic Design (4 hrs)	AREC 442: Advanced Agribusiness Management (3 hrs)
COLLEGE OF ARCHITECTURE & DESIGN		ENT 460: Leading Innovation & Change (3 hrs)	ARTD 452: Graphic Design Capstone (4 hrs)	JREM 441: Ent. in Journalism & Media (3 hrs)
COLLEGE OF ARTS & SCIENCES		ENT 492: Entrepreneurship Internship (3 hrs)	RCS 412: Digital Retailing (3 hrs)	INSC 461: Info. Architecture & the User Exp. (3hrs)
HASLAM COLLEGE OF BUSINESS		MARK 462: Innovation & New Product Dev. (3 hrs)	DSGN 430: Design Thinking & Innovation (3 hrs)	
COLLEGE OF COMMUNICATION & INFORMATION				
COLLEGE OF EDUCATION, HEALTH, & HUMAN SCIENCES				
TICKLE COLLEGE OF ENGINEERING				

Current Enrollment

- Business
- Communications
- Engineering
- Sports and Rec.
- Economics
- Food and Ag.
- Sociology
- Architecture
- Environmental Science
- Foreign Language



The Big Opportunity

Only 17% of our students have declared the entrepreneurship minor.

The Big Ask

Awareness

- Student to Student

- Entrepreneurship classes open to everyone!
- Interdisciplinary Minor Degree
- Advisors
- Faculty

PROPOSAL TO REVISE THE ADVISING COMMITTEE GUIDELINES

Whereas, a survey of Advising Committee members conducted during the fall of 2018, provided the impetus for clarification of the purpose, membership, and roles of the chair and administrative coordinator;

Resolved, that the following recommendations be adopted as the official operating guidelines for the Advising Committee, sub-committee of the Undergraduate Council at the University of Tennessee.

(Please note that blue text indicates the location or format of the text is being edited, but the meaning of the text remains the same. Red text indicates revisions to titles and/or meaning.)

Advising Committee Guidelines

Purpose

- ~~• To support academic advising as part of the teaching mission of the university and the teaching role of faculty.~~
- ~~• To coordinate across academic colleges and units the underlying principles of best practice in academic advising as outlined in the Undergraduate Catalog and university academic policies.~~
 - ~~◦ "Central to the mission of academic advising at the university is teaching students to understand the meaning of higher education, teaching students to understand the purpose of the curriculum, and fostering students' intellectual and personal development toward academic success and lifelong learning. Through individual, collaborative relationships with academic advisors, students are best able to define and implement sound educational plans that are consistent with their person values, goals and career plan."~~
- To provide a forum for discussion of academic advising and student success related topics and policies policy, procedures and processes for faculty, advising administrators, enrollment management administrators, and student life administrators.
- To share critical, cross-functional updates and address areas of concern related to advising and student success.
- To support academic advising as part of the teaching mission of the university and the teaching role of faculty.
- To recommend policy, in conjunction with the Academic Policy Committee, to the Undergraduate Council on matters that pertain to academic advising and areas related to academic advising.

Membership Guidelines

Membership – Voting

- ~~Two to three~~ Elected members of the Undergraduate Council Members
- ~~• Chair of the General Education Committee~~
- ~~Chair of the~~ Academic Policy Committee Chair
- General Education Committee Chair
- Advising Representative Administrators (Deans or Directors) from each college the nine undergraduate colleges
- ~~• Enrollment Management Administrators (as designated by the Chair of the Advising Committee)~~
- ~~• Student Affairs Administrators (as designated by the Chair of the Advising Committee)~~

- ~~IT and IR Administrators (as designated by the Chair of the Advising Committee)~~
- ~~TennACADA president~~
- One undergraduate student

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Membership – Ex-officio (non-voting)

- Associate Vice Provost for Student Success
- Division of Academic Success and Transitions representatives
 - First-Year Studies
 - Student Success Center
 - Student Support Services
 - Office of National Scholarships and Fellowships
- Academic Advising Leadership Group, Chair
- TennACADA, President
- Enrollment Management Administration representatives
 - Admissions
 - One Stop
 - Registrar
 - Financial Aid
 - Transfer Center
- Student Life representatives
 - Center for Career Development
 - Orientation and Transition
 - Multicultural Student Life
- Thornton Athletics Student Life Center representative
- Office of Information Technology representative
- Honors and Scholars Programs representative
- Office of Institutional Research and Assessment representative

Meetings

Two meetings each fall and spring semester

Roles

- Chair
 - Requests membership representation from the appropriate units (August)
 - Conducts meetings
 - Approves meeting schedule
 - Approves minutes
 - Member of Undergraduate Council
 - Member of Academic Policy Committee
 - Call for Chair nominations in spring semester with voting to occur in the final spring meeting. Chair must have advising as primary component for their role and be in a leadership role. Outgoing chair will serve as past chair for the next year to support, assist, and serve as substitute for the chair if necessary. There are no limits to the number of times a chair can serve.
 - Serves one year term
- Administrative Coordinator
 - Sets meeting schedule in consultation with Chair and reserves venue
 - Call for agenda items
 - Creates and distributes attendance sheet
 - Creates name plates to distinguish between voting and non-voting members
 - Minutes – approved by Chair before publication

- Submits minutes to UGC
- Creates/maintains online voting for any committee matters

UT Explore workshops available to students in exploratory majors



The poster features the 'UT Explore' logo with a magnifying glass over the 'U'. Below the logo, a teal banner lists four workshop dates: February 27th (Wed, 3:30-5:00pm), March 13th (Wed, 12:30-2:00pm), April 4th (Thurs, 3:30-5:00pm), and April 16th (Tues, 12:30-2:00pm). The location is 'Center for Career Development - Room 225'. A list of three bullet points describes the workshop's purpose: to help choose a major or career path, to bring a friend and laptop for assessments, and to leave with next steps. It includes a 'Register on Handshake!' link and a 'Free pizza' icon. The footer shows the 'CENTER FOR CAREER DEVELOPMENT' logo and the website 'career.utk.edu'.

UT Explore
Interactive Workshop

February
27th Wed
3:30-5:00pm

March
13th Wed
12:30-2:00pm

April
4th Thurs
3:30-5:00pm

April
16th Tues
12:30-2:00pm

Center for Career Development - Room 225

- ▶ Explore UT is an **interactive workshop** to help you choose a major or career path.
- ▶ Bring a friend (and your laptop) to take assessments and learn about resources together.
- ▶ Leave this session with next steps to start or continue your career journey more confidently.

Register on Handshake!

Free pizza 🍕

CENTER FOR CAREER DEVELOPMENT
career.utk.edu

APPEALS COMMITTEE

Undergraduate Council Appeals Committee Annual Report

Readmissions and Reinstatement Recap, Fall 2017 through Summer 2018

Dismissal Appeals

Students who are academically dismissed have the opportunity to appeal for reinstatement rather than sitting out as required by the dismissal policy. From Fall 2017 through Summer 2018, a total of 630

students were academically dismissed. Of those 630 dismissed students, 73 (11.6%) filed a dismissal appeal seeking reinstatement rather than sitting out their required amount of time.

Number of Academic Dismissals			
School Year	Total Dismissals	# Appeals	% Dismissals Appealed
2017-18	630	73	11.6%
2016-17	537	67	12.4%
2015-16	625	63	10.1%
2014-15	640	62	9.7%

Appeals are typically granted when students with a clear path to graduation demonstrate difficult external circumstances that impacted academic success. Further, students must demonstrate that they have taken steps to resolve matters and are now in a better position to succeed.

Dismissal Appeal Decisions				
School Year	# Appeals	# Granted	# Denied	% Granted
2017-18	73	36	37	49%
2016-17	67	21	46	31%
2015-16	63	18	45	29%
2014-15	62	21	41	34%

Readmissions Appeals

The Appeals Committee meets with students seeking readmission to UT following two previous academic dismissals. Since their last dismissal, they must have completed 12 or more hours elsewhere with a 2.5 GPA or higher, in accordance with the UT dismissal policy. The Committee interviews these students in person, inquiring about success strategies, practical life concerns (time management, finances, etc.) and their curricular path to graduation. In most cases, students are granted readmission.

This year, 11 readmission applicants met the dismissal policy conditions. The Committee granted readmission to 9 of those applicants. The two not granted readmission had not performed up to expectations in their most recent semester of work elsewhere.

Year	# Granted
2017-18	9
2016-17	9
2015-16	9
2014-15	15

Appeals Committee Composition

Over the past year, the committee saw turnover which brought about the need for us to revise our composition (within the bounds of current guidelines) to make sure we represented—in breadth and balance—diversity in many forms (cultural, gender, faculty/staff). We have membership in place that will serve the best interests of all students, will fairly consider the circumstances some of our students face, and will continue to uphold the standards of rigor and integrity associated with UT academic work.

CURRICULUM COMMITTEE

**The University of Tennessee, Knoxville
Curriculum Committee
Minutes of the Meeting**

March 26, 2019

Call to Order: A regularly scheduled meeting of the Curriculum Committee was held on March 26, 2019, in Scripps Convergence Lab Studio/Theater (402G CUEB). The meeting was called to order at 3:46 p.m. by Beth Foster, Chair.

Voting Members present: Beth Foster, Chair, Susie Allard (by proxy Beth Foster), Brian Ambroziak (by proxy Katherine Ambroziak), Deb Chyka, Chuck Collins, Kim Denton (by proxy Robert Mindrup), George Drinnon, Jeff Fairbrother (by proxy Kayla Jones), Chris Magra, Lindsay Mahony (by proxy George Drinnon), Christine Natrass (by proxy Beth Foster), Brad Vanderzanden (by proxy Beth Foster), and Angela Wozencroft

Others present: Katherine Ambroziak, Mary Beth Burlison, Alison Connor, R.J. Hinde, Chris Lavan, Robert Mindrup, and Molly Sullivan

Proposals

- **Corrections to 2019-2020 Catalog**
 - **Herbert College of Agriculture**
Proposals to make minor corrections were approved without opposition.
 - **College of Arts and Sciences**
Proposals for minor revisions/corrections were approved without opposition.
 - **Haslam College of Business**
Proposal to add one course that is needed by accounting majors was approved without opposition.
 - **College of Communication and Information**
Proposal to make one minor correction was approved without opposition.
 - **College of Education, Health, and Human Sciences**
After one minor correction, the proposals to correct/clarify previous submissions were approved without opposition. The attachment has been updated to reflect the approved proposals.
 - **Tickle College of Engineering**
Proposals to make minor corrections were approved without opposition.
- **Curricular Proposals for 2020-2021 Catalog**
 - **College of Arts and Sciences**
Proposal to drop one course effective fall 2020 was approved without opposition.
 - **College of Education, Health, and Human Sciences**
Proposal to make a minor revision to a program that is pending THEC approval and expected to be ready by fall 2020 was approved without opposition.

Other

- **Update on EL-Designated Course Proposal Process**
Informational only
- **Update on the CIS Graduation Requirement**
Informational only
- **Proposal to Change the Membership Guidelines for this Committee**
After the addition of a friendly amendment, the proposal to update the committee's membership guidelines was approved without opposition. The attachment has been updated to reflect the approved proposal.
- **Proposal to add text related to the previously approved N Subcommittee**
Noticing after the meeting that the text for the N Subcommittee was missing from the Guidelines, the Chair requested that an e-vote be conducted to update the text to include this previously approved subcommittee. A quorum approved the proposal via e-vote without opposition. The attachment has been added to reflect the approved proposal.

Election of Committee Chair for 2019-2020

Chris Magra was nominated and elected without opposition.

Adjournment: The meeting was adjourned at 4:16 p.m.

Approval of Minutes: These minutes were certified correct via email on April 2, 2019.

Minutes submitted by: Molly Sullivan

Corrections to 2019-2020 Catalog

Herbert College of Agriculture

Program Changes

Department of Animal Science

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Animal Science – Animal Science Major – Animal Industries Concentration

³ STEM elective chosen from ANSC 420, ANSC 431, ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485, ANSC 486, or ANSC 489 or FDSC 361 (after major requirement and Capstone Course requirement has been met, and a maximum of two Capstone Courses may be taken to satisfy the STEM elective requirement); ANTH 110*, ANTH 117*; ASTR 151*, ASTR 152*, ASTR 153*, ASTR 154*, ASTR 217*, ASTR 218*; BAS (any); BCMB (any except BCMB 320); BIOL (any after major requirements are met); BME (any); BSE (221 and above); ~~BSET (any)~~; CBE (any); CE (210 and above); CHEM (any after major requirements are met); COSC (any); ~~CSAS (any)~~; ECE (any); EEB (any); EF (any); EPP (any); ESS 210, ESS 334, ESS 424, ESS 434, ESS 442, ESS 444, ESS 454, ESS 462; FDSC 241, FDSC 341, FDSC 361, FDSC 410, FDSC 415, FDSC 418, FDSC 419, FDSC 421, FDSC 428, FDSC 429, FDSC 445; FORS 214, FORS 215, FORS 217, FORS 331, FORS 337, FORS 414; FWF 212, FWF 250*, FWF 313, FWF 315, ~~FWF 317~~, FWF 320, FWF 430; GEOG 131*, GEOG 132*, GEOG 137*; GEOL (any); IE (any); KNS 480; MATH (any above 110 after Quantitative Reasoning requirements are met); ME (any); MICR (any); MSE (201 and above); NE (any); NUTR 100*, NUTR 302, NUTR 311, NUTR 313, NUTR 314; PHYS (any); PLSC 210, PLSC 250*, PLSC 320, PLSC 330, PLSC 331, PLSC 410*, PLSC 415, PLSC 421, PLSC 434, PLSC 435, PLSC 438, PLSC 441, PLSC 442, PLSC 450, PLSC 452, PLSC 457, PLSC 461; PSYC 301, PSYC 370, PSYC 385*, PSYC 445, PSYC 450, PSYC 459, PSYC 461; PUBH 202, PUBH 420; STAT (any); UNHO 287*, UNHO 288*; WFS (340 and above).

Rationale: The BSET subject code was dropped and replaced by the CSAS subject code, but this footnote was overlooked. FWF 317 was added to this list, but the course does not exist; so it needs to be removed. Impact on other units: None. Financial impact: None.

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Animal Science – Animal Science Major – Bioscience Concentration

² At least twelve hours of STEM electives must be upper division (300-400 level) courses or EEB 240 or BCMB 230. Choose from ANSC 420, ANSC 431, ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485, ANSC 486, or ANSC 489 or FDSC 361 (after major requirement and Capstone Course requirement has been met, and a maximum of two Capstone Courses may be taken to satisfy the STEM elective requirement); ANTH 110*, ANTH 117*; ASTR 151*, ASTR 152*, ASTR 153*, ASTR 154*, BAS (any); BCMB (any except BCMB 320); BIOL (any after major requirements are met); BME (any); BSE (221 and above); ~~BSET (any)~~; CBE (any); CE (210 and above); CHEM (any after major requirements are met); COSC (any); ~~CSAS (any)~~; ECE (any); EEB (any); EF (any); EPP (any); ESS 210, ESS 334, ESS 424, ESS 434, ESS 442, ESS 444, ESS 454, ESS 462; FDSC 241, FDSC 341, FDSC 361, FDSC 410, FDSC 415, FDSC 418, FDSC 419, FDSC 421, FDSC 428, FDSC 429, FDSC 445; FORS 214, FORS 215, FORS 217, FORS 331, FORS 337, FORS 414; FWF 212, FWF 250*, FWF 313, FWF 315, ~~FWF 317~~, FWF 320; GEOG 131*, GEOG 132*, GEOG 137*; GEOL (any); IE (any); KNS 480; MATH (any above

110 after Quantitative Reasoning requirements are met); ME (any) MICR (any); MSE (201 and above); NE (any); NUTR 100*, NUTR 302, NUTR 311, NUTR 313, NUTR 314; PHYS (any); PLSC 210, PLSC 250*, PLSC 320, PLSC 330, PLSC 331, PLSC 410*, PLSC 415, PLSC 421, PLSC 434, PLSC 435, PLSC 438, PLSC 441, PLSC 442, PLSC 450, PLSC 452, PLSC 457, PLSC 461; PSYC 301, PSYC 370, PSYC 385*, PSYC 445, PSYC 450, PSYC 459, PSYC 461; PUBH 202, PUBH 420; STAT (any); UNHO 287*, UNHO 288*, WFS (340 and above).

Rationale: The BSET subject code was dropped and replaced by the CSAS subject code, but this footnote was overlooked. FWF 317 was added to this list, but the course does not exist; so it must be removed. Impact on other units: None. Financial impact: None.

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Animal Science – Animal Science Major – Five-Year BS/MS Program

² Science/Technology/Engineering/Mathematics (STEM) Electives. At least 8 hours upper division (300-400 level) courses. Chosen from ANSC 420, ANSC 431, ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485, ANSC 486, ANSC 489; or FDSC 361 (after major requirement and Capstone Course requirement has been met, and a maximum of two Capstone Courses may be taken to satisfy the STEM elective requirement); ANTH 110*, ANTH 117*; ASTR 151*, ASTR 152*, ASTR 153*, ASTR 154*; BAS (any); BCMB (any except BCMB 320); BIOL (any after major requirements are met); BME (any); BSE (221 and above); BSET (any); CBE (any); CE (210 and above); CHEM (any after major requirements are met); COSC (any); ECE (any); EEB (any); EF (any); EPP (any); ESS 210, ESS 334, ESS 424, ESS 434, ESS 442, ESS 444, ESS 454, ESS 462; FDSC 241, FDSC 341, FDSC 361, FDSC 410, FDSC 415, FDSC 418, FDSC 419, FDSC 421, FDSC 428, FDSC 429, FDSC 445; FORS 214, FORS 215, FORS 217, FORS 331, FORS 337, FORS 414; FWF 212, FWF 250*, FWF 313, FWF 315, ~~FWF 317~~, FWF 320, FWF 430; GEOG 131*, GEOG 132*, GEOG 137*; GEOL (any); IE (any); KNS 480; MATH (any above 110 after Quantitative Reasoning requirements are met); ME (any) MICR (any); MSE (201 and above); NE (any); NUTR 100*, NUTR 302, NUTR 311, NUTR 313, NUTR 314; PHYS (any); PLSC 210, PLSC 250*, PLSC 320, PLSC 330, PLSC 331, PLSC 410*, PLSC 415, PLSC 421, PLSC 434, PLSC 435, PLSC 438, PLSC 441, PLSC 442, PLSC 450, PLSC 452, PLSC 457, PLSC 461; PSYC 370, PSYC 385*, PSYC 445, PSYC 450, PSYC 459, PSYC 461; PUBH 202, PUBH 420; STAT (any); UNHO 287*, UNHO 288*, WFS (340 and above).

Rationale: FWF 317 was added to this list, but the course does not exist; so it must be removed. Impact on other units: None. Financial impact: None.

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Animal Science Major, BS in Animal Science – Pre-Veterinary Medicine Concentration

² At least four hours of STEM electives must be from BIOL, EEB, BCMB, or MICRO. Other STEM electives chosen from ANSC 420, ANSC 431, ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485, ANSC 486, ANSC 489 or FDSC 361 (after major requirement and Capstone Course requirement has been met, and a maximum of two Capstone Courses may be taken to satisfy the STEM elective requirement); ANTH 110*, ANTH 117*; ASTR 151*, ASTR 152*, ASTR 153*, ASTR 154*; BAS (any); BCMB (any except BCMB 320); BIOL (any after major requirements are met); BME (any); BSE (221 and above); BSET (any); CBE (any); CE (210 and above); CHEM (any after major requirements are met); COSC (any); ECE (any); EEB (any); EF (any); EPP (any); ESS 210, ESS 334, ESS 424, ESS 434, ESS 442, ESS 444, ESS 454, ESS 462; FDSC 241, FDSC 341, FDSC 361, FDSC 410, FDSC 415, FDSC 418, FDSC 419, FDSC 421, FDSC 428, FDSC 429, FDSC 445; FORS 214, FORS 215, FORS 217, FORS 331, FORS 337, FORS 414; FWF 212, FWF 250*, FWF 313, FWF 315, FWF 320, FWF 430; GEOG 131*, GEOG 132*, GEOG 137*; GEOL (any); IE (any); KNS 480; MATH (any above 110 after Quantitative Reasoning requirements are met); ME (any); MICR (any); MSE (201 and above); NE (any); NUTR 100*, NUTR 302, NUTR 311, NUTR 313, NUTR 314; PHYS (any); PLSC 210, PLSC 250*, PLSC 320, PLSC 330, PLSC 331, PLSC 410*, PLSC 415, PLSC 421, PLSC 434, PLSC 435, PLSC 438, PLSC

441, PLSC 442, PLSC 450, PLSC 452, PLSC 457, PLSC 461; PSYC 301, PSYC 370, PSYC 385*, PSYC 445, PSYC 450, PSYC 459, PSYC 461; PUBH 202, PUBH 420; STAT (any); UNHO 287*, UNHO 288*; WFS (340 and above).

³ Business and Communications Electives chosen from ACCT 200, ACCT 207; ADVT 250; AGNR 291, AGNR 292; ALEC 240*, ALEC 330, ALEC340, ALEC 440*, ALEC 441; ANSC 361; AREC 212, AREC 270, AREC 313 or above; BULW 301; **CMST 240*** ~~CMST40*~~ (if not used to satisfy OC); ECON (any course above 201 or 207); ENGL 295; FDSC 390; FINC 300; MARK 300; MGT 201, MGT 300; PHIL 244* and STAT 201*.

⁴ Capstone Courses: Select two courses from ANSC 420, ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485, ANSC 486, ANSC 489 and FDSC 361. At least one course must be ANSC 481, ANSC 482, ANSC 483, ANSC 484, ANSC 485 or ANSC 486.

Rationale: This was a typographical error. Impact to other units: None. Financial Impact: none.

Department of Food Science

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Agricultural and Resource Economics – Food and Agricultural Business Major – Agricultural Production and Technology Management Concentration

⁵ Chosen from the following areas: ANSC, **CSAS** ~~BSET~~, EPP, ESS, PLSC. Students who wish to concentrate their electives in either animal agriculture or crop agriculture should consult their advisor for guidance on recommended courses. Courses can also be used to satisfy General Education requirements.

Rationale: The BSET subject code was dropped and replaced by the CSAS subject code, but this footnote was overlooked. Impact on other units: None. Financial impact: None.

Department of Plant Sciences

Low-
impact:
Correct
program

CORRECTION **Revise Requirements** **Both 2018-2019 and 2019-2020 Catalogs**

Requirements for the Bachelor of Science in Plant Sciences – Plant Sciences Major – Turfgrass Science and Management Concentration

Term 2

³ Communicating Orally Elective*	3	2.0 cumulative GPA
ENGL 102*	3	One Natural Sciences Elective*
⁴ Unrestricted Elective	3	
PLSC 462	1	
³ Quantitative Reasoning Elective*	3	
PLSC 180	2 3	

Term 8

³ Arts and Humanities Elective*	3	No milestones
³ Cultures and Civilizations Elective*	3	
PLSC 441, PLSC 462	3	
PLSC 470	1	
⁴ Unrestricted Electives	2-3 2	

Rationale: This is a math error. PLSC 180 was incorrectly noted in the uTrack showcase in both the 2018-2019 and 2019-2020 catalogs as 3 hours, when it should show 2 hours. In order to keep the total hours at 120, the unrestricted elective in term 8 was changed to reflect a range of hours. If a student takes 4 hours in the Chemistry or NS Elective in term 4 (which shows 3-4 hours), then a 2-hour elective is enough in term 8. If

the student takes a 3-hour course in term 4, then a 3-hour elective is needed in term 8. Impact on other units: None. Financial impact: None.

College of Arts and Sciences

Course Changes

Department of Physics and Astronomy

Low-
impact:
Correct
course

CORRECTION **Revise Titles**

PHYS 221 – Elements of Physics I (4)

Formerly: PHYS 221 - Elements of Physics (4)

PHYS 222 – Elements of Physics II (4)

Formerly: PHYS 222 - Elements of Physics (4)

PHYS 311 – Mechanics I (3)

Formerly: PHYS 311 - Mechanics (3)

PHYS 312 – Mechanics II (3)

Formerly: PHYS 312 – Mechanics (3)

PHYS 411 – Introduction to Quantum Mechanics I (3)

Formerly: PHYS 411 - Introduction to Quantum Mechanics (3)

PHYS 431 – Electricity and Magnetism I (3)

Formerly: PHYS 431 - Electricity and Magnetism (3)

Rationale: The Office of the University Registrar noticed that two pairs of courses with the PHYS subject code have identical titles, while others clearly indicate a difference (for example, How Things Work I and How Things Work II). In addition, two pairs have one course designated as "II" but the other course does not contain a similar designation. Unofficially, the department refers to all these sets of courses as I and II. The department was asked to update the titles of these courses to clarify the difference between the pairs of courses for faculty/staff outside the department and for students. Impact on other units: None. Financial impact: None.

Program Changes

Main College Page

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

College-wide Requirements: Perspectives Arts and Humanities

List A – Literature and Philosophical and Religious Thought

AFST 225*; CLAS 221*, CLAS 222*, CLAS 253*, CLAS 254*, CLAS 255*; ENGL 201*, ENGL 202*, ENGL 206*, ENGL 207*, ENGL 208*, **ENGL 209***, ENGL 221*, ENGL 222*, ENGL 226*, ENGL 231*, ENGL 232*, ENGL 233*, ENGL 237*, ENGL 238*, ENGL 247*, ENGL 248*, ENGL 251*, ENGL 252*, ENGL 253*, ENGL 254*, ENGL 258*; **MEST 225***, PHIL 101*, PHIL 107*, PHIL 200*, PHIL 244*, PHIL 252*; REST 225*, REST 227*, REST 280*; RUSS 221*, RUSS 222*.

Foreign Language

Students may meet this college requirement in one of four ways.

(4th bullet point) Students whose native language is not English may satisfy the requirement with ENGL 131* and ENGL 132* and any two of the following courses: AFST 225*, AFST 226*, AFST 233*; CLAS 253*;

ENGL 201*, ENGL 202*, ENGL 206*, ENGL 207*, ENGL 208*, **ENGL 209***, ENGL 221*, ENGL 222*, ENGL 225*, ENGL 226*, ENGL 231*, ENGL 232*, ENGL 233*, ENGL 237*, ENGL 238*, ENGL 247*, ENGL 248*, ENGL 251*, ENGL 252*, ENGL 253*, ENGL 254*, ENGL 258*; INSC 330; ITAL 401, ITAL 402; JAPA 313, JAPA 314; JST 312; LAC 315; MRST 261, MRST 262, MRST 401, MRST 402; MFLL 300; PORT 315; REST 312; RUSS 221*, RUSS 222*.

Rationale: MEST 225 is cross-listed with REST 225, which appears on List A; therefore, both versions of these cross-listed courses should be on the list. ENGL 209 was added to the 2018-2019 catalog and has been approved for both AH and WC but was inadvertently omitted from these lists, which could negatively affect students. Impact on other units: None. Financial impact: None.

Department of Geography

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Sustainability Major, BA

Major Requirements

VI. ~~Skills Area~~ Capstone Experience

Rationale: This was a typographical error in the original proposal. The name of the category was previously Capstone Experience and the intention was to change it to Skills Area. Impact on other units: None. Financial impact: None.

Department of Psychology

Update:

THEC has approved our request to make Neuroscience a major under the Department of Psychology; therefore, we will enact our approved proposal to end the Interdisciplinary Programs Major – Neuroscience Concentration, the Interdisciplinary Programs Major – Neuroscience Honors Concentration, and the Neuroscience Minor under the Department of Interdisciplinary Programs and to add Neuroscience Major, the Neuroscience Major – Honors Concentration, and the Neuroscience Minor under the Department of Psychology for the 2019-2020 catalog.

Department of Sociology

Low-
impact:
Correct
program

CORRECTION **Revise Program**

The Global Studies Major is still pending approval by THEC. If approved, the department would like to take the two tracks under the Interdisciplinary Programs Major – Global Studies Concentration and create concentrations under the new Global Studies Major in the Department of Sociology:

Global Studies Major, BA

Interdisciplinary Programs Major – Global Studies, Track I (Global Society and Culture)
will become

Global Studies Major – Global Society and Culture Concentration

and

Interdisciplinary Programs Major – Global Studies, Track II (Global Politics and Economy)
will become

Global Studies Major – Global Politics and Economy Concentration

Rationale: This is to clarify the original intention. The tracks currently show enough detail that revising them into concentrations shouldn't be a problem. Impact on other units: None. Financial impact: None.

Haslam College of Business

Course Changes

Department of Accounting and Information Management

Mid-
impact:
Add
course

CORRECTION

Add Course, Request Variable Title

ACCT 499 – Special Topics in Accounting (3-12)

Introduction to foundational knowledge in accounting.

Repeatability: May be repeated. Maximum twelve hours.

Permission: Consent of instructor.

Comment(s): Students who intend to pursue the Master of Accountancy (MAcc) but do not have an undergraduate accounting degree will be required to complete this course for admission to the program.

Rationale: ACCT 321 is being dropped from the Fall 2019 catalog and an equivalent, ACCT 204, added in its place. Students graduating next year who have not yet completed ACCT 321 will take ACCT 204 to obtain necessary content, but, this will leave them 3 upper-division accounting hours short to be eligible to take the CPA exam. (Students graduating after next year will not encounter this issue due to a new course, ACCT 481, being available.) To rectify this issue, this special topics course is being added. Every other discipline in our college has such a special topics course; this addition will also resolve the lack of such a course in the accounting discipline. Impact on other units: None. Financial impact: No negative impact; current faculty already on staff or faculty hired with approved new lines will have the qualifications to teach this course.

College of Communication and Information

Course Changes

Low-
impact:
Correct
course

CORRECTION

Revise (RE) Prerequisite(s)

JREM 200 – Multimedia Writing (3)

(RE) Prerequisite(s): English 102, 132, 290, or 298.

Formerly: (RE) Prerequisite(s): English 102, 132, 290, or 298; Public Relations 270.

Rationale: When the original proposal was submitted on December 1, 2018, the department did not realize that the proposed change would result in multiple overrides for students who needed this course but were not required to take PBRL 270. A short term solution is to remove the PBRL 270 requirement. The department will monitor the performance of students in the course to determine if a better long-term solution is required. Impact on other units: None. Financial impact: None.

College of Education, Health, and Human Sciences

Program Changes

Department of Nutrition

Low-
impact:
Correct
program

CORRECTION

Revise Requirements

Requirements for the Bachelor of Science in Health and Human Sciences – Nutrition Major – Dietetics Concentration

Term 3		
BCMB 230	5	3.0 cumulative GPA
CHEM 260	3	CHEM 130* with a grade of C or better
CMST 240* or CMST 247*	3	NUTR 100* with a grade of C or better
¹ Unrestricted Elective- ² Social Sciences Elective ³	3	
Term 5		
⁴ Approved FDSC course	3-4	PSYC 110*
KNS 350	3	
⁶ NUTR 311	4	
CLAS 273	3	
PUBH 201*	3	
Term 8		
⁶ NUTR 303	3	No milestones
⁴ NUTR 416, ⁴NUTR 420, ⁴NUTR 422	3	
⁴ NUTR 420	3	
^{1, 8} Unrestricted Electives	5	

Rationale: PUBH 201 in term 5 was approved as satisfying the SS general education requirement during this curricular change cycle; therefore, the extra Social Sciences Elective that was added to term 3 isn't needed. The college would like to change that SS elective back to an unrestricted elective, as it appeared in the 2018-2019 catalog. The mistake in term 8 was a copy/paste error when building the agenda for the January 15 meeting. Impact on other units: None. Financial impact: None.

Department of Retail, Hospitality, and Tourism Management

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Tourism and Hospitality Management Minor

Minor Requirements

The minor consists of 15 hours.

Complete:

- **HRT 102 – Introduction to the Business of Hospitality & Travel**

Select two of three:

- HRT 210 - Foodservice Operations Management
- HRT 211 - Hotel and Resort Operations
- HRT 212 - Event Planning and Design

Select two courses:

- HRT 311 - Human Resources Management in Hospitality and Retailing
- HRT 435 - Advanced Event Planning and Design
- HRT 445 - Advanced Food Production and Service Management
- HRT 450 - Advanced Lodging Management

Rationale: The department revised their minor as the result of an impact report on HRT 224, which was being dropped. After looking at the program more closely, they realized the total hours had dropped from 15 to 12 and the students were missing important information. The rationale for adding HRT 102 as a new course for Fall 2019 included the statement "to replace HRT 224 and serve as the introductory class into

HRT"; however, they overlooked adding it to this minor. Impact on other units: None. Financial impact: Minimal, this will keep the total number of hours for this program at 15, which might increase the number of hours some students take.

Department of Theory and Practice in Teacher Education

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Education - Special Education Major – Education of the Deaf and Hard of Hearing Concentration

Term 1		
ASL 111	3	2.3 cumulative GPA
ENGL 101*, ENGL 118*	3	ASL 111
¹ Non-U.S. History*	3	
² Quantitative Reasoning (MATH or STAT) Elective*	3	
³ Social Sciences Elective* PHIL 252*	3	

Rationale: This was a copy/paste error. The college submitted this revision, but it was inadvertently omitted from the previous agenda. PHIL 252 is now in term 3, so it must be removed from term 1; in addition, the approved proposal only includes one SS course and must have two. Impact on other units: None. Financial impact: None the same number of credit hours are required.

Low-
impact:
Correct
program

CORRECTION **Revise Requirements**

Requirements for the Bachelor of Science in Education - Special Education Major – Interventionist (K-8 and 6-12) and Comprehensive (K-12) Special Education

Term 6		
SPED 432	6	No milestones
SPED 322N	3	
ETEC 486	3	
⁵ Reading Elective	3	
Term 7		
SPED 420N	4	No milestones
SPED 474	3	
SPED 479	3	
⁶ ⁵ Cultural studies Studies or ESL elective	3	

⁵ Select ~~one any~~ course from REED 330, 428, 434, 461 ~~in the area specified not already required for the major.~~

⁶ Select one course from CFS 385, CSE 200, CSE 300, SOCI 110, SOCI 454, SOWK 316, WLEL 475, WLEL 476, WLEL 489.

Rationale: The original proposal did not list the courses that will satisfy the Reading elective or Cultural Studies/ESL electives. This list is vital for advising and for DARS purposes. Impact on other units: None. Financial impact: None the same number of credit hours are required.

Tickle College of Engineering

Program Changes

Department of Electrical Engineering and Computer Science

Low-
impact:
Correct
program

CORRECTION
Revise Requirements

Requirements for the Bachelor of Science in Computer Science

Term 7		
² Arts and Humanities Elective	3	No milestones
COSC 401	2	
³ Computer Science Upper-Division Electives	6 - 9	
ENGL 355* or ENGL 360*	3	

Rationale: This was a copy/paste error. The intention was to change from 9 hours to six hours, but the proposal was entered into the January 2019 Curriculum Committee agenda as going from 6 hours to 9 hours. Impact on other units: none. Financial impact: none.

Low-
impact:
Correct
program

CORRECTION
Revise Requirements

Concepts of Cybersecurity Minor

Minor Requirements

Complete core curriculum (6 hours)

- COSC 366 Introduction to Cybersecurity

Rationale: ECE 461 was dropped, so it was removed from this minor. It should have been replaced with COSC 366, which would keep the total number of hours needed for the minor the same; but that was inadvertently overlooked. Impact on other units: none. Financial impact: including this course will keep the number of hours for the minor the same as it was before ECE 461 was dropped.

Department of Materials Science and Engineering

Low-
impact:
Correct
program

CORRECTION
Revise Requirements

Requirements for the Bachelor of Science in Materials Science and Engineering

Term 2		
EF 152* or EF 158*	4	MATH 130 or higher
ENGL 102*	3	
MATH 142* or MATH 148*	4	
MSE 110 or MSE 117, ¹ Social Science Elective MSE 120* or MSE 127*	6	

Rationale: The department's proposal to have MSE 120/127 approved by the General Education Committee as satisfying the SS requirement has not been approved; therefore, another SS course is needed. The department will continue to work to get a suitable course that is required for this program to also be approved as SS. Impact on other units: Negligible, a few students may take a SS course outside the college before an appropriate course can be submitted to the Gen Ed Committee. Financial impact: None.

Department of Mechanical, Aerospace, and Biomedical Engineering

Low-
impact:
Correct
program

CORRECTION
Revise Requirements

Requirements for the Bachelor of Science in Biomedical Engineering

Term 5		
BME 341 or BME 347	3	<u>CBE 201</u> or <u>COSC 102</u> or <u>ME 202</u> or <u>MSE 201</u>
² Arts and Humanities Elective*	3	

BME 363 or BME 367; BME 474	6	
ECE 301	3	
PHIL 345*	3	
Term 6		
² Arts and Humanities Elective*	3	No milestones
BME 315, BME 345	6	
³ Technical Elective or Biomedical Engineering Elective	3	
³ Technical Elective or Biomedical Engineering Elective	3	
² Oral Communication	3	
TOTAL	132 129	

Rationale: The department changed "AE 341 or AE 347" to "BME 341 or BME 347" in term 5 without noticing that BME 347 does not exist; therefore "or BME 347" must be removed. BME 410, which had satisfied the OC requirement, was dropped and not replaced by another OC-approved course; therefore, students will need an OC elective. This will increase the total number of hours for this program, but the department anticipates getting an appropriate course approved by the General Education Committee. If that lowers the total number of hours, they can then amend the hours required for this program by blanket petition. Impact on other units: Negligible, a few students might take an OC course outside the college before an appropriate course can be submitted to the Gen Ed Committee. Financial impact: Negligible, the extra hours are expected to be resolved within the next curricular change cycle.

Curricular Proposals for 2020-2021 Catalog

College of Arts and Sciences

Course Changes

Department of Chemistry

Mid-
impact:
Drop
course
effective
Fall
2020

DROP COURSE

CHEM 369 Organic Chemistry Laboratory – Preprofessional, Non-chemistry Majors (2)

Rationale: The course was replaced in 2018-2019 by two one-credit courses (CHEM 269 and CHEM 359), but was kept in the catalog for 2019-20 for students needing it to complete graduation requirements. From now on, pre-professional and other majors than need 2 credit-hours of organic chemistry laboratory will take CHEM 269 and CHEM 359. Impact on other units: Impact is minimal; all units that previously used CHEM 369 were notified in Fall 2018 about these changes. Financial impact: None; resources that had been used to teach 369 will now be split between 269 and 359, including course fees.

COURSE EQUIVALENCY TABLE

(for advising purposes only – does not apply to repeat/replace)

Former Prefix/Course Number	Equivalent New Prefix/Course Number
CHEM 369	CHEM 269 and CHEM 359

College of Education, Health, and Human Sciences

Program Changes

Department of Theory and Practice in Teacher Education

Low-
impact:

CORRECTION
Revise Program

Correct
program
pending
THEC
approval

**Note that this program probably will not be approved in time for Fall 2019
Anticipated to begin in Fall 2020**

**Elementary Education Major, BS in Education
Pending THEC approval**

Requirements for the Bachelor of Science in Education - Elementary Education Major

Term 4		
⁴ Intermediate Foreign Language*	3	One Natural Science Elective
⁶ Non-U.S. History*	3	One Biological Sciences Elective
⁷ WC/AH Elective* PHIL 252*	3	
ECON 201*	4	
EDPY 210*	3	
Term 5		
CSE 200	3	PHIL 244 or WC/AH Elective* PHIL 252
MEDU 430	3	
WLEL 489	3	
⁸ Approved Diversity Elective	3	
CSE 300	3	
Term 6		
REED 430	3	No milestones
ELED 351	1	
ELED 322	3	
SSCE 421	3	
EDPY 401	3	
POST-BACCALAUREATE PROFESSIONAL YEAR		
Students must apply to and be admitted by the Graduate School prior to registration.		
Term 9		
SSCE 521	3	No milestones
SCED 531	3	
Professional Elective	3	Options for Specialty:
Professional Elective	3	Urban Certificate, SPED , ESL, or Reading Specialist
Term 10		
REED 530	3	No milestones
TPTE 574	3	
TPTE 575 5745	6	

⁷ Choose one of the following: ENGL 206, 207, 208, 209, 237, 238, 247, 248, 251, 252, 253, 254, 258; MUCO 210; PHIL 252; RUSS 221, 222; UNHO 258. ~~Interview in term 4 due to course sequencing. Students should interview after the completion of 45 hours.~~

Rationale: To correct typos and other minor errors. Major has been approved at the university level and is awaiting action by THEC. Impact on other units: None. Financial impact: None the same number of credit hours are required.

Other

Update on EL-Designated Course Proposal Process

Currently the chairs of the Experience Learning Designation Subcommittees, along with members of the Teaching & Learning Innovation unit that focus on supporting experiential learning courses and implementing the university's QEP, are working together to develop a consistent schedule and process for reviewing courses that are officially designated as S, R, and N courses. They will seek to draft a process for review to the Curriculum Committee and Undergraduate Council during the fall 2019 semester.

Update on the CIS Graduation Requirement

The sub-committee met March 6, 2019. Discussion focused on developing and reviewing a new form and rubric for 1-3 credit hour courses. Dr. Hinde has offered to collect syllabi of courses that could potentially satisfy the CIS requirement from the associate deans to aid in drafting a new proposal form. As decided at the last meeting of the Curriculum Committee, the subcommittee will initially focus on courses before accepting applications for non-course experiences.

Proposal to Change the Membership Guidelines for this Committee

Membership Guidelines

- The role of the Curriculum Committee of the Undergraduate Council is to ensure consistency and quality of undergraduate curricula at the University of Tennessee. In this role, the Curriculum Committee makes recommendations to the council regarding the approval or denial of curricular changes submitted to the council for consideration.
- The Curriculum Committee **membership** consists of:
 - Ten elected faculty members of the Undergraduate Council, with one elected faculty member from each college, except two elected faculty members from Arts and Sciences.
 - **Four to five** ex-officio members of the Undergraduate Council **as defined by the administrative officer having primary responsibility for undergraduate curriculum in their respective colleges. The ex-officio membership will rotate each year.**
 - One student member of the Undergraduate Council.
 - The Chair of the Curriculum Committee is selected from among the ten elected faculty members at the last committee meeting of the spring semester of each year. The chair serves in this capacity for one year, beginning on July 1.
- The **elected faculty** members of the committee will be selected by the Chair of the Undergraduate Council ~~in a manner that ensures broad representation of colleges and collegiate divisions on the committee. All 16 members of the committee may vote.~~
- **All members of the committee may vote.**
- The Chair of the Curriculum Committee is selected from among the **ten** ~~nine~~ elected faculty members at the last committee meeting of the spring semester of each year. The chair serves in this capacity for one year, beginning on July 1.

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Experiential Learning Subcommittees

Structure and Selection of Subcommittee Members

Subcommittees will exist for each approved Experiential Learning course designation. Subcommittees may range in size from 5-7 members. Each subcommittee will have faculty representation from multiple colleges with undergraduate academic programs and representatives with subject expertise in the experience learning category it represents. Members will serve a 3-year term on a rotating basis and may serve multiple terms.

There are currently two subcommittees, R-research and S-service learning. The structure of each subcommittee is as follows:

Research Subcommittee

- The Director of Undergraduate Research serves as chair
- The ~~Assistant Provost for Experience Learning and Teaching Innovation~~ ~~Director of Experience Learning~~ serves as a voting member*
- 1-2 elected members of Undergraduate Council, assigned by the Chair of Undergraduate Council
- 2-3 “content experts” in undergraduate research, selected by the Director of Undergraduate Research in consultation with the Chair of Undergraduate Council; members are selected to ensure that the majority of the committee are faculty members

Service Learning Subcommittee

- The ~~Faculty Consultant for~~ ~~Director of~~ Service Learning serves as chair
- The ~~Assistant Provost for Experience Learning and Teaching Innovation~~ ~~Director of Experience Learning~~ serves as a voting member*
- 1-2 elected members of Undergraduate Council, assigned by the Chair of Undergraduate Council
- 2-3 “content experts” in service learning, selected by the ~~Faculty Consultant for~~ ~~Director of~~ Service Learning in consultation with the Chair of Undergraduate Council; members are selected to ensure that the majority of the committee are faculty members

~~* The Director of Experience Learning serves as a non-voting ex-officio on the Curriculum Committee.~~

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Proposal to add text related to the previously approved N Subcommittee

Experiential Learning Subcommittees

Structure and Selection of Subcommittee Members

There are currently ~~three~~ ~~two~~ subcommittees, ~~N-internship~~, R-research, and S-service learning. The structure of each subcommittee is as follows:

~~Internship Subcommittee~~

- ~~The Director of the Center for Career Development serves as chair~~
- ~~The Assistant Provost for Experience Learning and Teaching Innovation serves as a voting member~~
- ~~1-2 elected members of Undergraduate Council, assigned by the Chair of Undergraduate Council~~
- ~~2-3 “content experts” in internships, selected by the Director of the Center for Career Development in consultation with the Chair of Undergraduate Council; members are selected to ensure that the majority of the committee are faculty members~~

Rationale: The N subcommittee was approved during a previous academic year, but the information was never added to the Curriculum Committee Guidelines. This corrects that oversight.

GENERAL EDUCATION COMMITTEE

The University of Tennessee, Knoxville
General Education Committee
Minutes of the Meeting
March 13, 2019

Call to order: A regular meeting of the General Education Committee was held in the West Wing Conference Room (440) of Haslam Business Building on March 13, 2019. The meeting was called to order by Barbara Murphy, Committee Chair, at 8:30 am.

Members and Subcommittee Chairs present: Barbara Murphy, Chair, Monique Anderson, Richard Bennett, Megan Bryson, Sarah Burnley, Chuck Collins, Erin Darby, Marleen Davis, George Drinnon, John Haas, Don Hodges, Cheryl Kojima, Jeff Larsen, Roberta Lavin, Joanne Logan, Mike McFall, Harrison Meadows, Masood Parang (by proxy Margie Russell), Missy Parker, Charissa Powell, Jeff Ringer (by proxy Charissa Powell), Lisi Schoenbach, and Amanda Warren

Others present: Ken Baker, Ashley Browning, Mary Beth Burlison, K'Cindra Cavin, Alison Connor, Betsy Gullett, Heather Hartman, R.J. Hinde, Robert Mindrup, Jana Spitzer, and Molly Sullivan

Course Proposals: (None)

Other Proposals:

- The Committee voted to create a permanent Vol Core Assessment Subcommittee to oversee the process of reassessing every approved course at least once every ten years to ensure the courses continue to meet the goals of the curriculum.
- The WC Subcommittee updated their rubric for assessing courses to reflect the learning outcomes in the Vol Core curriculum. (See attached.) Their rubric was approved without objection.
- The AH Subcommittee updated their submission form by adding clarifying language to the last sentence on the form. (See attached.) The revision was approved without objection.

Other Business:

- The concerns about the Vol Core that were expressed by members of the Faculty Senate were shared with the Committee. This discussion will continue in the Implementation Committee and brought back to the full Committee at the next meeting.
- The first Vol Core informational meetings have been held. The suggestion was made that additional meetings would be beneficial.
- A suggestion was made that the Vol Core have a logo that could be placed on the syllabi of approved courses. This discussion will continue in the Implementation Committee and brought back to the full Committee.
- The April meeting of this Committee will be the last of the academic year. An election for the next Chair of this Committee will be held at that time.

Adjournment: The meeting was adjourned at 9:36 am.

Next Meeting: The next meeting will be held Wednesday, April 10, 2019, beginning at 8:30 am in the West Wing (440) of the Haslam Business Building.

Approval of Minutes: These minutes were approved via email on March 19, 2019.

Minutes Submitted by: Molly Sullivan

Revise Rubric

Written Communication

(Remove previous rubric and replace with this one)

Good writing skills enable students to create and share ideas, investigate and describe values, and record and explain discoveries – all skills that are necessary for professional success and personal fulfillment. Students must also be able to write correctly and engage in a productive writing process that includes drafting, feedback, and

revision. They also must be able to locate relevant information, evaluate its usefulness and quality, and incorporate it logically and ethically to support ideas and claims for different audiences and purposes.

Outcome	Outstanding (4)	Effective (3)	Adequate (2)	Ineffective (1)
1: Students will demonstrate the ability to write correctly, employing appropriate conventions of grammar, usage, and mechanics.	The writing consistently demonstrates a sophisticated command of conventions of grammar, usage, and mechanics. It is polished and largely free of errors.	The writing frequently demonstrates an effective command of conventions of grammar, usage, and mechanics. While the writing may contain occasional errors, they do not significantly interfere with meaning.	The writing generally demonstrates command of conventions of grammar, usage, and mechanics, though there may repeated and/or frequent errors that interfere with meaning.	The writing demonstrates little or no command of conventions of grammar, usage, and mechanics. It contains numerous and repeated errors, including those that significantly impede meaning.
2: Students will demonstrate the ability to focus material to convey a clear, unified point or effect.	The writing consistently demonstrates a sophisticated ability to convey a clear, unified point or effect. It consistently provides sophisticated connections within and between paragraphs and from beginning to end.	The writing frequently demonstrates an effective ability to convey a clear, unified point or effect. It consistently provides effective connections within and between paragraphs and from beginning to end.	The writing generally demonstrates the ability to convey a unified point or effect, though the point or effect may not be as clear as it could be. While the writing generally provides connections within and between paragraphs, some connections may be missing or unclear.	The writing demonstrates little or no ability to convey a clear, unified point or effect. It contains ineffective or no connections within and between paragraphs.
3: Students will demonstrate the ability to shape content, organization, style, and/or documentation conventions to correspond with appropriate disciplinary expectations and rhetorical contexts, including audience and purpose.	The writing consistently demonstrates a sophisticated use of conventions (including concepts, stylistic choices, and documentation) appropriate for disciplinary expectations and rhetorical contexts.	The writing frequently demonstrates an effective use of conventions (including concepts, stylistic choices, and documentation) appropriate for disciplinary expectations and rhetorical contexts.	The writing generally demonstrates use of conventions (including concepts, stylistic choices, and documentation) appropriate for disciplinary expectations and rhetorical contexts, though there may be occasional lapses.	The writing demonstrates little or no use of conventions (including concepts, stylistic choices, or documentation) appropriate for disciplinary expectations and rhetorical contexts.
4: Students will demonstrate the ability to locate and use relevant, credible evidence to support ideas.	The writing consistently demonstrates a sophisticated ability to support ideas with credible, authoritative evidence.	The writing frequently demonstrates an effective ability to support ideas with credible, authoritative evidence.	The writing generally demonstrates the ability to support ideas with credible, authoritative evidence, though some claims may be unsupported or supported by less-than-appropriate evidence.	The writing demonstrates little or no ability to support ideas with credible, authoritative evidence.

Arts & Humanities

(lines at end of the last page)

Attachments:

Please attach:

- a representative **course syllabus** (including course a clear indication that the course is a Volunteer Core course, and course objectives that include the Volunteer Core student learning outcomes) and
- a sample of at least one **significant assignment** that demonstrates the critical interpretation of prominent works or accomplishments studied in for the course.

MEETING SCHEDULE FOR 2019-2020**Meeting Schedule for 2019-2020**

2019-2020 UG COUNCIL AND COMMITTEE MEETING SCHEDULE			
Date		Time	Location
ACADEMIC POLICY COMMITTEE			
Wednesday	August 28, 2019	1:30 pm	TBD
Wednesday	October 2, 2019	1:30 pm	TBD
Wednesday	November 6, 2019	1:30 pm	TBD
Wednesday	December 4, 2019	1:30 pm	TBD
Wednesday	January 15, 2020	1:30 pm	TBD
Wednesday	February 5, 2020	1:30 pm	TBD
Wednesday	March 4, 2020	1:30 pm	TBD
ADVISING COMMITTEE			
Tuesday	September 17, 2019	3:30 pm	362A Student Union
Tuesday	November 19, 2019	3:30 pm	362A Student Union
Tuesday	February 18, 2020	3:30 pm	362A Student Union
Tuesday	April 14, 2020	3:30 pm	362A Student Union
APPEALS COMMITTEE			
TBA	TBA	TBA	TBA
ASSOCIATE DEANS GROUP			
Wednesday	August – TBD	1:00 pm	TBD
Wednesday	September – TBD	1:00 pm	TBD
Wednesday	October – TBD	1:00 pm	TBD
Wednesday	November – TBD	1:00 pm	TBD
Wednesday	December – TBD	1:00 pm	TBD
Wednesday	January – TBD	1:00 pm	TBD
Wednesday	February – TBD	1:00 pm	TBD
Wednesday	March – TBD	1:00 pm	TBD
Wednesday	April – TBD	1:00 pm	TBD
Wednesday	May – TBD	1:00 pm	TBD
Wednesday	June – TBD	1:00 pm	TBD
Wednesday	July – TBD	1:00 pm	TBD
CURRICULUM COMMITTEE			
Tuesday	August 27, 2019	3:45 pm	TBD

Tuesday	October 1, 2019	3:45 pm	TBD
Tuesday	January 14, 2020	2:00 pm	TBD
Tuesday	March 31, 2020	3:45 pm	TBD
GENERAL EDUCATION COMMITTEE			
Wednesday	September 11, 2019	8:30 am	TBD
Wednesday	October 9, 2019	8:30 am	TBD
Wednesday	November 13, 2019	8:30 am	TBD
Wednesday	December 4, 2019	8:30 am	TBD
Wednesday	January 15, 2020	8:30 am	TBD
Wednesday	February 12, 2020	8:30 am	TBD
Wednesday	March 11, 2020	8:30 am	TBD
Wednesday	April 8, 2020	8:30 am	TBD
UNDERGRADUATE COUNCIL			
Tuesday	September 10, 2019	3:40 pm	TBD
Tuesday	October 15, 2019	3:40 pm	TBD
Tuesday	January 28, 2020	3:40 pm	TBD
Tuesday	February 25, 2020	3:40 pm	TBD
Tuesday	April 14, 2020	3:40 pm	TBD