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**THE UNIVERSITY OF TENNESSEE
UNDERGRADUATE COUNCIL**

MINUTES OF THE SEPTEMBER 17, 2002 MEETING

Members present:

Angela Batey, Chris Cox, Gary Dicer, George Dodds, Leslie Hamilton, Robert Hinde, Heather Hirschfeld, Laura Jolly, Suzanne Kurth, Lauren Mobley, Johnie Mazingo, Bill Park, Michael Pemberton, Richard Saudargas, Jean Skinner, Frank Spicuzza, Terry Stratta, Sam Swan, Bill Woodcock.

Members absent:

Tom Boehm, Peter Koffman, Paul Pinkney, Euridice Silva.

Ex-Officio members present:

Mary Albrecht, Don Cox, Tom George, Fred Gilliam, Eric Haley, Fred Pierce, Max Robinson, Frank Spicuzza.

Ex-Officio members absent:

Richard Bayer, Joan Creasia, F. Michael Combs.

Proxies:

Fred Pierce (Mark Moon, member); George Hoeman (Robert Leiter, ex-officio member).

Jolly called the meeting to order at 2:30 p.m.

Jolly stated the reorganization of the Undergraduate Council resulted from the Faculty Senate's change in by-laws. As a result of the organizational change, both the Undergraduate and Graduate Councils are now chaired by a faculty member. The Chair of the Undergraduate Council is a member of the Executive Committee of the Faculty Senate and will also work with the Educational Policy Committee and other Senate committees. One of the Faculty Senate's goals is to concentrate on the undergraduate experience at UT. General Education is a high priority for the President and Provost. They are interested in improving the baccalaureate experience and revising, refining, and funding General Education at UT.

I. Proposed Operating Procedures—Jolly

It was proposed that the Undergraduate Council consist of four standing committees (**see pages U3 – U4**) with a structure similar to that of the Graduate Council. Each committee chair will submit a report for the Undergraduate Council agenda. Committees will need to develop by-laws and operating procedures. Gilliam ask if the Advising Committee should be added to the committee list. In researching, Mayhew found no by-laws or written procedures for this long-standing committee. She suggested that the Advising Committee should be added as a fifth committee of the Undergraduate Council. Stratta asked for clarification as to how the new structure would impact the work of the individual council member. Using the Curriculum Committee as an example, Jolly explained that curricular changes from each college will be sent to the Catalog Editor. The changes will be reviewed and an agenda for the Curriculum Committee meeting will be prepared. Committee members will be notified by email that the agenda is on the Undergraduate Council website. A representative from each college submitting changes must attend the Curriculum Committee meeting to present the items. After considering the proposals, the committee will make recommendations and return the agenda to the Catalog Editor for inclusion in the agenda of the next meeting of the Undergraduate Council. The Curriculum Committee Chair will present this material to the Council. Haley was concerned the committee

would not be representative of all Colleges. Jolly noted the Curriculum Committee consists of representatives from all Colleges. Haley and Stratta preferred having College representative report at the Council meeting. Jolly said that option will be available. Each committee will set by-laws to be approved by the Undergraduate Council. The Academic Policy Committee will focus on policies in the *Undergraduate Catalog*. The chair of the committee will report to the Council. DeYoung suggested this committee also generate issues for discussion. The Appeals Committee will consist of 15 members. Kurth noted that grade appeals have been presented to a 5-member panel. This committee will handle more dismissal appeals than grade appeals. The committee will modify its procedures to deal with grade appeals. Mayhew reported that she and Kurth will co-chair the General Education Committee. This committee will work on implementing last year's proposal which was accepted by the Undergraduate Council. In the future, a smaller General Education Committee of the Undergraduate Council could be formed to review and approve course changes that affect courses on the Gen Ed list.

Skinner moved to accept the committee-structured council. Batey seconded. **Council approved with the addition of the Advising Committee to the list of standing committees.**

II. Proposed Committees of the Undergraduate Council (see pages U4 - U5)

Jolly discussed the membership of the different councils. Times and places for the committees to meet will be finalized as quickly as possible. **Council approved.**

III. Curricular Materials (see pages U6 - U11)

A. Woodcock presented material for approval from Army ROTC. **Council approved.**

B. College of Nursing

Mozingo presented the changes. **Council approved.**

Hinde made a motion to adjourn. Pemberton seconded. Motion carried and the meeting adjourned at 3:45 p.m.

Respectfully submitted,

Brenda Rayman
Catalog Editor

Material that requires approval of the Faculty Senate appears on pages U6 – U11.

REMINDER:

The next meeting of the Undergraduate Council is:

Tuesday, November 5, 2002

1:30 p.m.

8th Floor Board Room, Andy Holt Tower

Agenda is due by noon, October 22

PROPOSED OPERATING PROCEDURES OF THE UNDERGRADUATE COUNCIL

- The elected chair of the Undergraduate Council will work with the office of the Catalog Editor to prepare the agenda for each meeting. The Catalog Editor will provide all curricular material for each meeting (i.e., materials submitted by Colleges). The Chairs of the various UG Council committees will provide committee reports. Preparation of the agenda should, therefore, be relatively simple. It would be highly desirable to distribute the agenda electronically.
- There will be at least four standing Committees of the UG Council. As soon as possible after the first meeting of the 2002-03 Council, bylaws and operating procedures should be adopted by each committee. The four committees would be Curriculum, Academic Policies, Appeals, and General Education. (See below for drafts of proposed committees and operating procedures.)

PROPOSED COMMITTEES AND OPERATING PROCEDURES:

1. Curriculum Committee

The role of the Curriculum Committee is to recommend to the UG Council approval or denial of all curricular requests submitted to the Council and to ensure quality and consistency of Undergraduate curricula.

Membership of the Curriculum Committee consists of nine elected members of the UG Council, four ex officio members, and one student member. The members will be named by the Chair of the Undergraduate Council in consultation with the membership. The Chair of the Curriculum Committee is selected from among the faculty members of the committee at the first meeting during the fall semester of each year and serves for one year.

Meetings will be held one week prior to each meeting of the Undergraduate Council and are open to the university community. Deadlines for submission of material will be announced. Material not submitted in the form specified will be returned for revision prior to consideration by the Committee.

The agenda will consist of materials submitted and approved by the Colleges. Proposals may be approved as submitted to the Council or returned for revision. Returned proposals need to be resubmitted to the Curriculum Committee before submission to the Council.

2. Academic Policy Committee

This Committee serves as a standing committee to review, revise, and create academic policies that will be considered by the Undergraduate Council for publication in the Undergraduate Catalog. The policies considered will be those relating to general requirements for admission, registration, receipt of credit and award of degrees.

Membership of the Academic Policy Committee consists of six elected members of the UG Council, three members of the Advising Committee, and one student member. The Chair of the Undergraduate Council will name the members after consultation with the membership. The Chair is selected from among the faculty members of the committee at the first meeting of each Fall semester and will serve for one year.

Meetings will be held two weeks prior to each meeting of the Undergraduate Council and are open to the university community.

3. Appeals Committee

This Committee serves as a standing panel whose members will be available to consider appeals in a timely manner. The appeals to be heard will be those of dismissals, appeals for retroactive withdrawals, and grade appeals that go beyond the deans' level. A panel of 15 will be selected from among elected Council members, ex officio members, and members of the Advising Committee. Two of the student members of the Undergraduate Council will serve on the Panel. The Undergraduate Academic Services office, directed

by Beverly Anderson, will oversee the appeals process. A panel consisting of two committee members and Beverly Anderson will review appeals.

4. General Education Committee

This Committee will continue with its earlier charge, with the specific charge for 2002-03 to complete the implementation plan outlined in the reports of the GENED Committee to the Undergraduate Council in September and November of 2001.

The General Education Committee will have 16 members who will be appointed by the Chair of the UG Council after consultation with the membership.

Proposed Committee Appointments

Curriculum Committee (14):

Elected UG Council members (9):

Bill Park	College of Agricultural Sciences and Natural Resources
Robert Hinde	College of Arts and Sciences
Richard Saudargas	College of Arts and Sciences
Mark Moon	College of Business Administration
Terry Stratta	College of Education, Health and Human Sciences
Johnie Mozingo	College of Nursing
Michael Pemberton	College of Communications and Information Sciences
Heather Hirschfeld	College of Arts and Sciences
Chris Cox	College of Engineering

Ex-Officio Members (4):

Don Cox	College of Arts and Sciences
Tom George	College of Education, Health and Human Sciences
Max Robinson	College of Architecture and Design
Frank Spicuzza	College of Social Work

Student Member (1):

Leslie Hamilton

Academic Policy (10):

Elected UG Council members (6):

Paul Pinckney	College of Arts and Sciences
Sam Swan	College of Communications and Information Sciences
Jean Skinner	College of Education, Health and Human Sciences
Tom Boehm	College of Business Administration
Euridice Silva	College of Arts and Sciences
George Dodds	College of Architecture and Design

Advising Committee members (3):

Ruth Darling	Thornton Center
Fred Gilliam	College of Engineering
Missy Parker	College of Arts and Sciences

Student Member (1):

Peter Koffman

Appeals Committee (Panel of 15):***Elected UG Council members (3):***

Angela Batey	College of Arts and Sciences
Gary Dicer	College of Business Administration
Bill Woodcock	ROTC Units – Army

Ex-Officio members (3):

Rita Smith	Dean of Libraries
Joan Creasia	College of Nursing
Fred Pierce	College of Business Administration

Advising Committee members (6):

Six members from the Advising Committee to be named by that Committee

Student Members (3):

Lauren Mobley
To be named
To be named

General Education Committee (16) :

Anne Mayhew, chair	Vice Provost for Academic Affairs and Dean of Graduate Studies
Suzanne Kurth, co-chair	College of Arts and Sciences
Mary Albrecht	College of Agricultural Sciences and Natural Resources
Bill Black	College of Arts and Sciences
Chris Cox	College of Engineering
Don Cox	College of Arts and Sciences
Joan Creasia	College of Nursing
Tom George	College of Education, Health and Human Sciences
Fred Gilliam	College of Engineering
Eric Haley	College of Communications and Information Sciences
Robert Hinde	College of Arts and Sciences
Mary Holcomb	College of Business Administration
Max Robinson	College of Architecture and Design
Harold Roth	College of Business Administration
Jean Skinner	College of Education, Health and Human Sciences
Frank Spicuzza	College of Social Work

ARMY ROTC**MEMORANDUM**

TO: Undergraduate Council

FROM: William P. Woodcock, Lieutenant Colonel, U. S. Army, Professor of
Military Science & Leadership (Army ROTC),
Rm 212, Stokely Athletics Center 37996-3130

DATE: 31 May 2002

SUBJECT: Standardized Army ROTC Courses

Purpose. To gain the approval of the Undergraduate Council on changes to Army ROTC common core curriculum. (see enclosure)

Summary. By direction of the Commanding General, United States Army Cadet Command, Army ROTC Departments at the 270 colleges and universities offering senior ROTC training were directed to standardize all classroom instruction starting in the 2002 fall semester. To align the University of Tennessee's Army ROTC program with the nationally directed curriculum, current ROTC classes must be revised in accordance with the new common core curriculum.

Background. Military Science and Tactics classes taught at the 270 senior ROTC programs are individually planned, resourced and administered under the supervision of each university's Professor of Military Science. In the summer of 2000, Army Cadet Command conducted a bottoms-up review of military science classes and concluded that there was little standardization among the 270 ROTC programs. During 2001, Army Cadet Command redefined mission essential commissioning tasks and developed standardized periods of instruction (POI) for all Military Science courses. Starting in school year 2002 - 2003, ROTC programs were directed to revise all current ROTC classes to comply with the new curriculum. In an effort to standardize all ROTC classes, Army Cadet Command directed the standardization of course titles, course numbers, contact hours, periods of instruction, text books and individual lesson plans. In addition to those changes already identified, each university ROTC program was directed to change their department title to "Department of Military Science and Leadership".

Recommendation. The Undergraduate Council approve Army ROTC course changes as requested.

WILLIAM P. WOODCOCK
LTC, U.S. Army
Professor of Military Science and Leadership

To align the Army ROTC curriculum at the University of Tennessee with United States Army Cadet Command's nationally directed and revised common core curriculum, the following changes are necessary:

REVISE ACADEMIC DISCIPLINE:

FROM: Military Science (688)
TO: Military Science and Leadership (689)

DROP THE FOLLOWING COURSES:

- DROP: Military Science 110 Basic Military Science I (2)**
 Formation and function of the American defense establishment and its relationship with American society, customs and traditions of the Army, aspects of military physical fitness training; selected topics dealing with current world affairs; challenges facing the military in the future. Adventure training skills lab introduces mountaineering, rifle marksmanship, and optional field training exercises. Prereq: United States citizen; freshman or sophomore standing. Students with higher standing require consent of instructor. Letter grade only.
- DROP: Military Science 120 Basic Military Science II (2)**
 Introduction of basic leadership theory, principles and skills with emphasis on effective oral communications. Students present a military skills subject briefing. Skills taught include rifle marksmanship, small unit communications, and land navigation. Leadership lab focuses on adventure training, which includes rappelling, tactical formation, drill and ceremony and optional field exercises. Prereq: US Citizen, freshman or sophomore standing. Letter grade only.
- DROP: Military Science 130 Army Conditioning Program (1)**
 Challenging instruction that concentrates on students' individual weaknesses and directly applies exercises designed to increase flexibility, muscular strength, and cardio respiratory endurance. Student also develops the ability to design and lead a fitness program. May be repeated.
- DROP: Military Science 200 Basic Military Studies-Practicum (4)**
 240 contact hours of instruction and evaluation at Fort Knox, Kentucky over a five-week period during the summer. Prereq: US citizen; physically qualified; at least sophomore standing with two years remaining at the university (either undergraduate, graduate or in pursuit of additional course work; cumulative GPA 2.00 or above; legally qualified. Letter grade only.
- DROP: Military Science 210 Basic Officer Skills (2)**
 The study of American Military History from 1775 to present. Study includes the record of military forces in peace and war and focuses on the history of military art, memoirs, battle history, technical studies, and relationship of armed forces with society. Labs teach rappelling, physical training, drill and ceremony, and historical field trips. Prereq: US citizen, freshman or sophomore standing; 3 years remaining to complete degree.
- DROP: Military Science 220 Basic Officer Skills II (2)**
 Practical application of small unit operating techniques to include first aid, marksmanship and weapons familiarization, map reading and land navigation, drill and ceremony, processing of enemy prisoners of war (EPW), execution of individual/unit movement techniques, and exercise of leadership. Prereq: 210 or consent of the Professor of Military Science. Letter grade only.

- DROP: Military Science **310** **Advance Military Studies I (4)**
Discussion and practical exercise of leadership including operation of the military team, land navigation, small unit patrolling, and physical fitness. Tactical and administrative roles in the military are developed in the classroom and applied during leaders and field training. Prereq: United States Citizen; minimum of 55 credit hours passed and have at least two years remaining to complete degree (undergraduate or graduate); physically qualified; cumulative GPA 2.00 or higher; legally qualified; 3 or 4 years of JROTC (or) 110, 120, 210, 220 completion (or) 200 completion (or) basic training completion. Letter grade only. 3 hours and 1 hour lab.
- DROP: Military Science **320** **Advance Military Studies II (4)**
Preparation of the future officer leadership of Army to excel at MS 400 Advanced Camp Practicum. Instruction builds on lessons-learned in the 310 and refines small unit leadership skills, map reading, techniques, oral and written communication skills, and physical fitness. Includes three field exercises and a leadership laboratory. Prereq: 310. Letter grade only. 3 hours and 1 hour lab.
- DROP: Military Science **400** **Advanced Camp-Practicum (4)**
249 contact hours of instruction and evaluation of leadership skills, group dynamics, communication skills, decision-making skills during the summer between the Junior and Senior year. Prereq: 310, 320. Letter grade only.
- DROP: Military Science **410** **Command and Staff Functions (4)**
Command and staff duties and relationships including logistics, personnel systems, efficiency reports, correspondence, training management, briefings, counseling, strategic force positioning, and noncommissioned officer relationships. Prereq: 310 and 320, 400 or consent of instructor. Letter grade only. 3 hours and 1 hour lab.
- DROP: Military Science **420** **Military Ethics and Law (4)**
Military profession, ethical reasoning, staff operations, military briefings and leadership, military justice system, individual leadership, individual leadership. Law of Land Warfare. Prereq: 310, 320, and 400. 410 or consent of instructor. Letter grade only. 3 Hours and 1 hour lab.
- DROP: Military Science **430** **U.S. Military History, 1754 to the present (3)** (Same as History 451)
- DROP: Military Science **493** **Military Leadership Topics (1)**
Topics on principles and styles of military leadership. May be repeated for additional credit provided topic is different. Maximum 4 hours. Letter grade only. Prereq: Consent of instructor.

ADD THE FOLLOWING COURSES:

- ADD: Military Science and Leadership **101** **Foundations of Officership (2)**
Discusses organization and role of the Army. Emphasizes basic life skills pertaining to fitness and communication. Analyzes Army values and expected ethical behavior. Adventure training skills lab introduces land navigation, rifle marksmanship, mountaineering, and optional field-training exercises. Letter grade only.
- ADD: Military Science and Leadership **102** **Basic Leadership (2)**
Develops basic skills that underline effective problem solving. Examines factors that influence leader and group effectiveness. Emphasizes communication skills to include active-listening and feedback techniques. Adventure training skills lab introduces land

navigation, rifle marksmanship, mountaineering, and optional field-training exercises. Letter grade only.

- ADD: Military Science and Leadership **103** **Army ROTC Fitness Program (1)**
 Develops individual muscular strength, muscular endurance, and cardio-respiratory endurance. Classes are divided into groups based on ability and exercises are geared toward personal improvement. Primary evaluation is the Army Physical Fitness Test which consists of pushups, sit-ups and a two-mile run. May be repeated. Maximum 8 hours.
- ADD: Military Science and Leadership **200** **Leader's Training Course (4)**
 A 28-day leadership practicum at Fort Knox, Kentucky. Familiarizes students with Army physical fitness, land navigation, rifle marksmanship, and military problem solving/decision-making.
- ADD: Military Science and Leadership **201** **Individual Leadership Studies (3)**
 Develops knowledge of self, self-confidence, and individual leadership skills. Concentrates on problem-solving and critical thinking skills. Emphasizes communication skills such as feedback and conflict resolution. Adventure training skills lab introduces land navigation, rifle marksmanship, mountaineering, and optional field training exercises. Letter grade only.
- ADD: Military Science and Leadership **202 Leadership and Teamwork (3)**
 Focuses on self-development through understanding of self and group processes. Examines leadership through group projects and historical case studies. Adventure training skills lab introduces land navigation, rifle marksmanship, mountaineering, and optional field training exercises. Prereq: 201 or consent of the Professor of Military Science and Leadership. Letter grade only.
- ADD: Military Science and Leadership **301** **Leadership and Problem Solving (4)**
 Examines the basic skills that underline effective problem solving. Analyzes the role of Army officers played in the transition of the Army from Vietnam to the 21st century. Instruction on analyzing and planning military operations. Emphasis on small unit tactics with a concentration on squad battle drills. Lab practicum concentrates on competency in land navigation, rifle marksmanship, and small unit operations. Prereq: United States citizen or pursuing citizenship; minimum of 55 credit hours passed and at least two years remaining to complete degree (undergraduate or graduate); physically qualified; cumulative GPA 2.00 or higher; legally qualified; 3 or 4 years of JROTC or completion of 101, 102, 201, 202 or completion of 200 or completion of basic training. Letter grade only. 3 hours and 1 hour lab.
- ADD: Military Science and Leadership **302** **Leadership and Ethics (4)**
 Probes leader responsibilities that foster an ethical command climate. Applies principles of effective writing and oral communication. Builds on previous instruction to further develop leadership competencies. Lab practicum concentrates on preparation for Military Science and Leadership 400 National Advanced Leaders Camp. Emphasis on land navigation, rifle marksmanship, and small unit operations. Prereq: 301. Letter grade only.
- ADD: Military Science and Leadership **303** **Military History (3)**
 Primary emphasis on 21st Century warfare. Examines critical thinking in the study of military history and the relevance of military history to the modern day professional soldier. Provides framework for lifetime study of military history. Prereq: ROTC Advance Course Student (101, 102, 201 and 202) or consent of the department head of Military Science and Leadership. Letter grade only.

- ADD: Military Science and Leadership **400 National Advanced Leadership Camp (4)**
A 31-day leadership practicum held at Fort Lewis, Washington. Students are evaluated in varied leadership positions, rifle marksmanship, land navigation, field leadership reaction course, and tactical small unit leadership. Preq: 301, 302. Letter grade only.
- ADD: Military Science and Leadership **401 Leadership and Management (4)**
Discusses Army staff organization, functions, and processes. Analyzes counseling responsibilities and methods. Examines principles of subordinate motivation and organizational change. Applies leadership and problem-solving principles to complex case studies and simulation. Prereq: 301 and 302, 400 or consent of instructor. Letter grade only. 3 hours and 1 hour lab.
- ADD: Military Science and Leadership **402 Officership (4)**
A capstone course designed to explore topics relevant to second lieutenants entering the Army. Examines common platoon leader actions. Discusses leader responsibilities and actions that foster an ethical command climate. Familiarizes students with Army administrative and logistics management functions. Examines legal aspects of decision-making and leadership. Prereq: 301, 302, 400, and 401 or consent of instructor. Letter grade only. 3 hours and 1 hour lab.
- ADD: Military Science and Leadership **430 U.S. Military History, 1754 to the present (3)** (Same as History 451)
- ADD: Military Science and Leadership **493 Military Leadership Topics (1)**
Topics on principles and styles of military leadership. Students conduct in-depth profile of a contemporary or historic military leader. May be repeated. Maximum 4 hours. Letter grade only. Prereq: Consent of instructor.

Effective: Spring 2003

COLLEGE OF NURSING

TO: Undergraduate Council
 FROM: Carol Seavor, Associate Dean for Academic Affairs
 College of Nursing
 RE: Curriculum and Policy Changes
 DATE: 7/17/02

The faculty of the College of Nursing approved the following curriculum and policy changes at their May, 2002 meeting and presents them to the UG Council for their review and approval. Thank you.

REVISE COURSE CREDIT HOURS:

201 Introduction to Nursing (2) (Formerly 3 credit hours.)

REVISE COURSE DESCRIPTION:

461 Health Restoration Across the Lifespan (5) Focus on nursing practice for health restoration with children, adults, and their families with acute, complex, health needs. Emphasis on quality of care, coordination of care, and end of life care. Prereq: all required 300 level nursing courses. 3 2 hr. lec, 2 3 hr. lab. F, Sp

On page 131 of the 2002-2003 *Undergraduate Catalog*, revise Bachelor in Nursing Curriculum as follows:

Replace one 3 hour Integrative Studies course with: Biology 130 Biodiversity (4 hours)

Revise hours for Introduction to Nursing 201 from 3 to 2.

On page 131 (column 1) of the 2002-2003 *Undergraduate Catalog* under Multicultural or Integrative Studies, add to list of courses that may satisfy the Integrative Studies requirement:

“any Military Science and Leadership course”

On page 131 (column 1) of the 2002-2003 *Undergraduate Catalog*, add the following as #2 under Grading and Continuation Policies (move former #2 to #3, etc.):

Satisfactory/No Credit grading option is not permitted to meet degree requirements in Nursing unless that is the only way the course is offered.

On page 131 of the 2002-2003 *Undergraduate Catalog* under RN Track for Bachelor of Science in Nursing, insert the following statement after the second sentence of #5:

RN-BSN students also have the option to demonstrate proficiency in N490 Specialty Preceptorship via portfolio or through individual learning experiences developed in collaboration with their advisor.

On page 132 of the 2002-2003 *Undergraduate Catalog* under Courses for BS in Nursing: RN Track, make the following changes:

Revise hours for Introduction to Nursing 201 from 3 to 2
 Revise “Total Upper Division” from 62 to 61

Effective: Fall 2003