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Undergraduate Council Meeting Minutes

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## Undergraduate Council Minutes of Meeting September 19, 2017

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**The University of Tennessee, Knoxville  
Undergraduate Council  
Minutes of the Meeting  
September 19, 2017**

**Elected Members present:** Rachel Chen, Chair, Katherine Ambroziak, Ken Baker, John Bell (by proxy George Drinnon), Richard Bennett, Deb Chyka, Jamie Coble (by proxy Steve Skutnik), Erin Darby, Kim Denton, , Jochen Denzler, Joanne Devlin, Joshua Emery, Nadia Fomin, Beth Foster, Katie Kavanagh, Cheryl Kojima, Daniel Magilow, Lindsay Mahony (by proxy Betsy Gullett), Robert Mindrup, Drew Paul, Delores Smith, Aleydis Van de Moortel (by proxy Robert Sklenar), Amanda Warren, Anthony Welch (by proxy Daniel Magilow), and Angela Wozencroft

**Ex-Officio Members present:** Katherine Ambroziak, Jared Crain, George Drinnon, Jeff Fairbrother, Jennifer Gramling, Timothy Hulseley (represented by Rebekah Page), Brent Lamons, Beauvais Lyons, Barbara Murphy, Masood Parang, John Stier (represented by Cheryl Kojima), and Teresa Walker (represented by Ingrid Ruffin)

**Student Members present:** Mickey Curtis, Eduarda Lague (by proxy Kellen Clarke), and Jack Larimer,

**Others present:** Monique Anderson, Alison Connor, R.J. Hinde, Chris Lavan, Molly Sullivan, and Stephanie Workman

**Call to order:** The meeting was called to order at 3:40 pm by Rachel Chen, Chair, who welcomed everyone, thanking them for their willingness to serve on the Undergraduate Council for the 2017-2018 academic year.

**Approval of Minutes:** The minutes from both the regularly scheduled meeting of April 11, 2017, and the special meeting of April 18, 2017, were approved without corrections.

**Special Reports:**

- Rachel Chen reported that the Faculty Senate has approved the Experience Learning N-designation for internship courses. Chris Lavan noted that proposals are being accepted for N-designated courses.
- Rachel Chen reported that the Faculty Senate has approved the new General Education Requirements. R. J. Hinde noted that the next step will be to appoint an Implementation Committee.
- Richard Bennet reported on the current initiative to identify and use open source educational resources in order to lower the costs of educational supplies for students, pointing out the UT ranks second in the SEC for highest number of students receiving Pell Grants. He noted that the University Libraries' website contains information on these resources, as well as a list of currently identified resources (<http://libguides.utk.edu/opentextbooks>), and he encouraged faculty to add their own resources to the list. Mickey Curtis noted that faculty who require any of these resources for their classes should make sure the materials have adaptations available for students with special needs.

**Committee Reports:**

- The Curriculum Committee report was presented by Beth Foster.
  - Advanced Placement (AP) credit will be given for three exams in Studio Art.
  - The Experience Learning subcommittees have outlined a plan for communicating the decisions of those subcommittees, especially as it pertains to proposals that have not been approved and forwarded to the full Curriculum Committee.
  - Minor corrections to previously approved curriculum proposals were reviewed and approved.
  - The format for the committee's agenda was discussed and plans to alter the format of the agenda were adopted.
  - The Curricular Submission Guide was revised to include clarifying statements and more detailed definitions, as well as additional examples, a Table of Contents, Glossary, and Index. The approved Guide is posted online at [http://web.utk.edu/~ugcouncil/2017-2018\\_UGCurrSubGuide.pdf](http://web.utk.edu/~ugcouncil/2017-2018_UGCurrSubGuide.pdf).
- Part of the report was informational, but all action items were approved without opposition. (See attached report.)
- No other committee had anything to report at this time.

**Adjournment:** Rachel Chen adjourned the meeting at 4:14 pm.

**Next regularly scheduled meeting:** Tuesday, October 17, 2017, at 3:40 pm in the Multipurpose Room of Frieson Black Cultural Center.

**Minutes submitted by:** Molly Sullivan

## CURRICULUM COMMITTEE

### The University of Tennessee, Knoxville Curriculum Committee Minutes of the Meeting August 29, 2017

**Call to Order:** A regular meeting of the Curriculum Committee was held in the Fourth Floor Conference Room of Andy Holt Tower on August 29, 2017. The meeting was called to order at 3:45 p.m. by Beth Foster, Chair.

**Members present:** Beth Foster, Chair, Richard Bennett, Deb Chyka, Marleen Davis, Kim Denton, Joshua Emery, Cheryl Kojima, Daniel Magilow, Lindsay Mahony, Vandana Singh, Aleydis Van de Moortel, Angela Wozencroft, Missy Parker (for Chuck Collins), George Drinnon, Chris Lavan, and Jack Larimer.

**Others present:** Rachel Chen, Alison Connor, and Molly Sullivan.

**Approval of Minutes:** The minutes of March 28, 2017, were approved without corrections.

**Curricular Proposals:**

- Corrections to proposals approved at previous meetings were reviewed and then approved without opposition. (See attached proposal.)

**Other Business:**

- New Advanced Placement (AP) exam credits were presented as having been approved by the department granting the credit. This was an informational item, so no action was needed.
- Chris Lavan presented the Experience Learning subcommittees' outline for communicating the outcomes of proposals, noting in particular the process regarding submissions that are not approved by the corresponding subcommittee.
- The format for agenda items was discussed and the Committee approved an agenda that is in college and department order, with courses in alpha/numeric order followed by text and then program changes, with programs in alphabetical order. Notes will be placed by the Coordinator of Curriculum and Catalog in the left margin to categorize entries as high-, mid-, or low-impact. The Committee can then spend the greater part of meeting time on important changes and less time on routine course and program maintenance.
- The Committee also approved a reorganization of the Curricular Submission Guide, which now contains clarifying statements, more detailed definitions, and additional examples. The order of the information was changed and a Table of Contents, a Glossary, and an Index were added in an attempt to make the Guide more user-friendly. Committee members made suggestions for edits, which were made and distributed after the meeting. Additional edits were suggested via email. These changes were made, and a majority of members confirmed via email that the edits satisfied the desires of the Committee. The approved Guide was then published online.

**Adjournment:** Beth Foster adjourned the meeting at 4:30 p.m.

**Corrections to Prior Proposals  
Effective fall 2017**

#### HASLAM COLLEGE OF BUSINESS

**REVISE REQUIREMENTS**

**Management Major, BS in Business Administration – Integrated Business and Engineering Program**

Term 4		
<sup>3</sup> Arts and Humanities Elective*	3	CMST 210* or CMST 240*
BUAD 242	2	ENGL 255* or ENGL 295*
MGT 201 or MGT 207	3	MATH 123* or MATH 125*
STAT 201* or STAT 207*	3	STAT 201*
<sup>5</sup> Unrestricted Elective	3	2.5 Cumulative GPA and completion of following courses with C or better: MATH 123*-MATH 125* or MATH 141*-MATH 142*; CMST 210* or CMST 240*; ENGL 255* or ENGL 295*; ACCT 200; ECON 211*; ECON 213*; STAT 201* or STAT 207*; MGT 201
BUAD 200	1	

*Rationale: There was a copy/paste error in the original submission for the new Management Major – Integrated Business and Engineering Program. The Milestone in Term 4 should have been the same as the other Integrated Business and Engineering Program uTrack showcases in the Haslam College of Business. This corrects the error. Impact on other units: None. Financial impact: None.*

## COLLEGE OF COMMUNICATION AND INFORMATION

## REVISE REQUIREMENTS

## Requirements for the Bachelor of Science in Communication – Journalism and Electronic Media Major

Term 5		
<sup>6</sup> Arts and Sciences Elective	3	English Literature Elective*
<sup>7</sup> College Elective	3	
<sup>8</sup> Journalism and Electronic Media Elective	3	
<sup>9</sup> Political Science Elective	3	
<sup>10</sup> General Elective	2 3	

*Rationale: When making course revisions to the 2017-2018 catalog, CCI inadvertently increased the number of hours required for this major to 121 hours. The intention was to keep the requirement at 120 hours, so a correction was made to the number of general electives required.*

## TICKLE COLLEGE OF ENGINEERING

## REVISE REQUIREMENTS

## Requirements for the Bachelor of Science in Industrial Engineering

Term 2		
COSC 102	4	MATH 130 or higher
EF 152* or EF 158*	4	
ENGL 102*	3	
MATH 142* or MATH 148*	4	
<sup>1</sup> Social Sciences Elective*	3	
Term 7		
<sup>1</sup> Arts and Humanities Elective*	3	No milestones
<sup>1</sup> Cultures and Civilizations Elective*	3	
IE 404, IE 450	3	
<sup>3</sup> Industrial Engineering Elective	3	
<sup>4</sup> Technical Elective	3	
Term 8		
<sup>1</sup> Cultures and Civilizations Elective*	3	No milestones
IE 406 or IE 408, IE 422*, IE 427	8	
<sup>3</sup> Industrial Engineering Elective	3	
<sup>4</sup> Technical Elective	3	
<b>TOTAL</b>	<b>129</b>	

<sup>4</sup> Chosen from AE 341 or AE 347; BUAD 361, BUAD 410; BULW 301; COSC 102; ECE 255, ECE 302; ECON 311, ECON 312, ECON 313, ECON 322, ECON 331, ECON 333, ECON 351, ECON 361; 3 hours of EF 333; FINC 300, FINC 425, FINC 455; IE 423, IE 430, IE 451, IE 457, IE 483, IE 484; INSC 310, INSC 451; MARK 300; MGT 300; MSE 302, MSE 340 or MSE 347, MSE 360 or MSE 367, MSE 390 or MSE 397, MSE 405\*; ME 321, ME 363 or ME 367, ME 365, ME 366, ME 405; NE 342 or NE 347. Some courses may require a prerequisite or corequisite that is not part of the IE program.

*Rationale: Revise to correct error. When COSC 102 was added as a required course in Term 2, the intention was to remove it from footnote 4; but the revision of footnote 4 was inadvertently overlooked. Since COSC 102 is a required course, it cannot also be used as an elective course. Impact on other units: None. Financial impact: None.*

## Other

New Advanced Placement (AP) Exam Credit  
(Informational only)

## ADD AP Exam

(Information Only – will be listed on our website, but not in the catalog)

## Advanced Placement (AP) Exam Credit

AP Studio Art: Drawing	4 or 5	ART LD	3 credit hours
AP Studio Art: 2D Design	4 or 5	ART LD	3 credit hours
AP Studio Art: 3D Design	4 or 5	ART LD	3 credit hours

*Rationale: The Department of Art will award satisfactory credit for ART LD for the Studio Art: Drawing, Studio Art: 2D Design, and Studio Art: 3D Design Advanced Placement Exams. Impact on other units: None. Financial Impact: None*

**Experience Learning Procedure Update  
(Informational only)**

**Communication Expectations for  
Course Proposals Denied Approval for an N, R, or S Course Designation**

**Denial Decisions**

- At the sub-committee level – The chair of the EL-subcommittee will submit a written explanation of a denial decision when this occurs. This decision will then be sent to the Associate Dean and/or college representative, as well as any faculty/course representatives listed on the application form.

The Coordinator of Curriculum and Catalog should also be included in that communication.

- At the Curriculum Committee level - If a denial decision is made at the Curriculum Committee level, the Curriculum Committee Chair will communicate this decision to the Associate Dean and/or college representative, as well as any faculty/course representatives listed on the application form.

The EL-subcommittee chair, Director of Experience Learning, and Coordinator of Curriculum and Catalog should also be included in that communication, and the EL-subcommittee chair would distribute the rationale to the subcommittee members so they, too, would understand the circumstances.

- At the Undergraduate Council level - If a denial takes place at the Undergraduate Council level, the Undergraduate Council Chair will communicate this decision to the Associate Dean and/or college representative, and copy any faculty/course representatives listed on the application form.

The Curriculum Committee Chair, EL-subcommittee chair, Director of Experience Learning, and Coordinator of Curriculum and Catalog should also be copied to that communication, and the Curriculum Committee chair and EL-subcommittee chair would distribute the rationale to their respective groups to ensure that they understand the circumstances.

**Withdrawals**

- Because a proposal could be withdrawn at any level or point in the course proposal review and approval process, the representative leader of the respective group (i.e. sub-committee chairs or the curriculum committee chair) is responsible for conveying any withdrawals that they are made aware of by notifying all relevant individuals/parties about the decision.

**Approval Decisions**

- In regards to approvals, Coordinator of Curriculum and Catalog is already sending the subcommittee chair, faculty representative, and the proposing faculty member an update following the UG meeting/vote. This practice would continue barring any major changes to the review and approval process.

**Curricular Procedure Review**

A suggestion has been made to change the format of our agenda items. Rather than divide our items into consent and main agenda, we propose to list all items in alpha/numeric order with notation on the left of each entry to indicate the level of impact. The colleges will submit their items in alpha/numeric order by department/school with the appropriate headings, and I will add the notes regarding the impact of each change. Below is a **sample** of what this committee would see.

**College of Nursing  
All changes effective fall 2017**

**COURSE CHANGES**

Low-impact

**REVISE CREDIT HOURS**

**NURS 305 Professional Practice and Role Development (3)**

*Formerly: NURS 305 Professional Practice and Role Development (4)*

*Rationale: During the curriculum revision in 2015, the credit hours for NURS 305 were reduced and the change was not submitted to catalog. Health assessment courses in the other two BSN tracks [traditional and accelerated] are 3 credit hours each. NURS 401 was the new Pharmacology course developed with the RN track curriculum revision to replace two 3 credit hour courses. After review of the modified curriculum, it was determined that one 3 credit hour course was not sufficient to meet the student learning outcomes.*

Mid-impact

**ADD**

**NURS 312 Foundations of Professional Nursing Practice for the Accelerated Student (5)** Emphasis on patient centered communication, therapeutic interventions, and critical thinking to provide quality evidenced-based care to adults.  
*Contact Hour Distribution: 2 lectures and 3 labs.*  
*(RE) Corequisite(s): 319 and 333 and 351.*  
*Registration Restriction(s): Bachelor of Science in Nursing — nursing major (accelerated track).*

Low-impact

**REVISE CREDIT HOURS**

**NURS 334 Health Assessment for the Registered Nurse (3)**  
*Formerly: NURS 334 Health Assessment for the Registered Nurse (4)*

**NURS 401 Pharmacotherapeutics for the Registered Nurse (4)**  
*Formerly: NURS 401 Pharmacotherapeutics for the Registered Nurse (3)*

*Rationale: During the curriculum revision in 2015, the credit hours for NURS 305 were reduced and the change was not submitted to catalog. Health assessment courses in the other two BSN tracks [traditional and accelerated] are 3 credit hours each. NURS 401 was the new Pharmacology course developed with the RN track curriculum revision to replace two 3 credit hour courses. After review of the modified curriculum, it was determined that one 3 credit hour course was not sufficient to meet the student learning outcomes.*

Low-impact

**REVISE CREDIT HOUR AND CONTACT HOUR DISTRIBUTION**

**NURS 415 Maternal-Newborn Nursing for the Accelerated Student (3)**  
**Formerly: NURS 415 - Maternal-Newborn Nursing for the Accelerated Student (4)**  
*Contact Hour Distribution: 2 lectures and 2 labs.*

*Rationale: Increased enrollment in the Accelerated BSN program resulted in separate classes for traditional and accelerated students. Need to differentiate NURS 311 for TBSN and ABSN as pre-requisites differ. Separating didactic and clinical components of ABSN courses allows flexibility in sequencing of accelerated courses. All clinical courses standardized to total of 4 credit hours. Impact on other units: None. Financial impact: None.*

Mid-impact

**ADD**

**NURS 416 Clinical Immersion: Maternal-Newborn Nursing for the Accelerated Student (1)** Clinical immersion experiences with a focus on application of knowledge from natural and behavioral sciences to provide high-quality, evidence-based care to childbearing women and their neonates.  
*(RE) Corequisite(s): 415.*  
*Comment(s): Nursing 415 may be taken before or at the same time as Nursing 416; however, Nursing 416 may not be taken before Nursing 415.*  
*Registration Restriction(s): Bachelor of Science in Nursing — nursing major (accelerated track).*

**NURS 422 Psychiatric Mental Health Nursing for the Accelerated Student (3)** Emphasis on using, integrating, and synthesizing knowledge to provide high quality evidenced based care to patients experiencing bio-psycho-social issues and mental disorders.  
*Registration Restriction(s): Bachelor of Science in Nursing — nursing major (accelerated track).*

**NURS 423 Clinical Immersion: Psychiatric Mental Health Nursing for the Accelerated Student (1)** Clinical immersion experiences with a focus on providing high quality evidenced based care to patients experiencing bio-psycho-social issues and mental disorders.  
*(RE) Corequisite(s): NURS 422*

Low-impact

**REVISE CONTACT HOUR DISTRIBUTION**

**NURS 432 Community and Public Health Nursing for the Accelerated Student (3)**  
*Formerly: Contact Hour Distribution: 2 lectures and 1 lab. (Now all lecture.)*

*Rationale: Increased enrollment in the Accelerated BSN program resulted in separate classes for traditional and accelerated students. Need to differentiate NURS311 for TBSN and ABSN as pre-requisites differ. Separating didactic and clinical components of ABSN courses allows flexibility in sequencing of accelerated courses. All clinical courses standardized to total of 4 credit hours. Impact on other units: None. Financial impact: None.*

Mid-impact **ADD**

**NURS 433 Clinical Immersion: Community and Public Health Nursing for the Accelerated Student (1)** Clinical immersion experiences with a focus on nursing care of individuals, families, communities, and populations in the community.

(RE) Corequisite(s): NURS 432

Registration Restriction(s): Bachelor of Science in Nursing — nursing major (accelerated track).

**NURS 445 Clinical Immersion: Pediatric Nursing for the Accelerated Student (1)** Clinical immersion experiences with a focus on application of knowledge from natural and behavioral sciences to provide high quality, evidence-based care to pediatric patients and their families.

(RE) Corequisite(s): NURS 444

Registration Restriction(s): Bachelor of Science in Nursing — nursing major (accelerated track).

**TEXT AND PROGRAM CHANGES**Low-impact **REVISE TEXT**

(Main college page, paragraph 1)

The College of Nursing at the University of Tennessee, Knoxville, was established in July 1971 in response to a long recognized and well-established need for nurses prepared at the collegiate level. The undergraduate program at ~~The University of Tennessee partners with multiple combines the unique resources of the University of Tennessee, Knoxville, campus with those of the university's comprehensive teaching hospital and other~~ health care agencies in a manner that enables both faculty and students to participate fully in all facets of the health care delivery system. The program is accredited by the Commission on Collegiate Nursing Education at One Dupont Circle, NW, Suite 530, Washington, DC 20036, phone (202) 887-6791. The program is also unconditionally approved by the Tennessee Board of Nursing.

Low-impact **REVISE REQUIREMENTS****Nursing Major (Accelerated Track), BS in Nursing**

An accelerated track is available for non-nurses with a prior baccalaureate degree. Students in the accelerated track must complete the following prerequisite courses prior to admission: CHEM 100\*-CHEM 110\* (8 hours); anatomy (EEB 240, 4 hours); physiology (BCMB 230, 5 hours); MICR 210\* (3 hours); human development (CFS 210\*, 3 hours); NUTR 100\* (3 hours); contemporary moral problems (PHIL 252\*, 3 hours); **NURS 201 - Introduction to Nursing (2 hours)**; and STAT 201\* (3 hours).

**Total prerequisite coursework: 33-34 32-33 hours (dependent on A&P courses).**

*Rationale: Reflects dropping pre-requisite completion of NURS 201 Introduction to Nursing as content is included in required course NURS 311 Impact on other units: None. Financial impact: None - None Total required credit hours remains 79-80 with changes in required nursing courses.*

Mid-impact **REVISE REQUIREMENTS****Requirements for the Bachelor of Science in Nursing**

<b>Term 5</b>		
NURS 311, NURS 319, NURS 333, NURS 341	14	NURS 311, <b>NURS 319, NURS 333, and NURS 341</b> with <b>-a-</b> grades of C or better
<b>Term 6</b>		
NURS 351, NURS 361, NURS 381, NURS 382	14	NURS 351, <b>NURS 361, NURS 381, NURS 382</b> with <b>-a-</b> grades of C or better
<b>Term 8</b>		
NURS 403, NURS 404, NURS 495, NURS 496	14	<b>NURS 403, NURS 404, NURS 495, and NURS 496</b> with <b>-a-</b> grades of C or better
<b>TOTAL</b>	<b>123</b>	

*Rationale: Students in Nursing Major must achieve a minimum of C or better in all courses, not just NURS 311, 351, 495. Impact on other units: None. Financial impact: None.*