

**MINUTES OF
UNIVERSITY COMMITTEE ON CURRICULA**

September 2, 2020

Present: C. Christopher, M. Fienup, G. Gould, D. Grant, M. Hecimovich, R. Kidwell, C. Nedrow, S. O’Kane, P. Pease, G. Pohl, D. Power, G. Rhineberger-Dunn, S. Riehl, A. Schmeising, D. Shaw, D. Wallace

Absent: L. Fenech, D. Heistad

Guests: B. Kanago, B. Olsen, A. Rosburg, S. Self

The meeting was called to order by P. Pease at 3:02 p.m via Zoom.

I. Welcome and Introductions

P. Pease welcomed all present.

II. Approval of Minutes – August 26, 2020

M. Fienup moved to approve the August 26, 2020 minutes. M. Hecimovich seconded.

P. Pease asked if there were any corrections or additions to the minutes. Hearing none.

P. Pease called for a vote on the August 26 minutes. Motion passed unanimously.

D. Shaw added we should rename ourselves on Zoom to clarify our roles on the committee.

III. Curriculum review procedures for Consent Agenda Items – All Departments/Interdisciplinary Courses

D. Power moved, G. Pohl seconded, to approve the consent agenda.

Consent Agenda Items – Courses

- BUSINESS 2091 Introduction to Curriculum and Methods for Business Education (prefix change)
- BUSINESS 3117 Field Experience in Business Teaching (prefix change, prerequisites)
- BUSINESS 3181 Communication and Financial Literacy in Business (prefix change)
- BUSINESS 3191 Advanced Curriculum and Methods for Business Education (prefix change, prerequisites)
- FIN 3032 International Financial Management (course description)
- FIN 3040 Introduction to Personal Wealth Management (course description)
- FIN 3110 Principles of Real Estate (course description)
- FIN 3115 Real Estate Law and Brokerage (course description)
- FIN 3120 Real Estate Appraisal and Investment (course description)
- FIN 3125 Real Estate Finance (course description)
- FIN 4040 Principles of Personal Wealth Management (course description)
- FIN 4190 Advanced Real Estate Cases (course description, prerequisites)
- FIN 4270 Applications of Personal Wealth Management (course description)

Consent Agenda Items – Programs

- BUSTCHG-BA Business Teaching Major (edited, prefix changes)

P. Pease asked if there was any discussion or request to remove something from the consent agenda. M. Fienup asked to pull the Business Teaching BA Major from the consent agenda.

Chair Pease called for a vote on the motion to approve the consent agenda, excluding the Business Teaching BA Major. Motion passed unanimously.

IV. Curriculum review procedures for the curriculum proposal - Interdisciplinary program

D. Power moved, G. Pohl seconded to approve the Interdisciplinary program.

Agenda Items – Programs

- APPBUSCONCEPTS-CERT Applied Business Concepts Certificate (added)

D. Wallace indicated the Applied Business Concepts Certificate will be offered through Continuing Education. P. Pease explained this certificate is not part of any department.

S. Riehl mentioned when you click on any of the Business courses in the certificate, they all have a prerequisite of being admitted into the BAS in Managing Businesses and Organizations major, ECON 1031 is the only course that non-BAS students could take. G. Pohl added she noticed the same thing. D. Power explained only the Business BAS students can get this certificate, students who are in the regular BA program cannot get this certificate. He mentioned that because of their accrediting agency, if they offer these BAS courses through Continuing Education, they can't be the same courses that are offered in the BA program in the College of Business. If a student starts the BAS and doesn't finish the program, they can get this certificate, it's a subset of the BAS program. Students who complete the BAS can also get the certificate as an added credential. S. Riehl suggested the certificate should be advertised as only open to certain students. Her assumption was that anyone on campus could pursue the certificate. D. Power asked D. Wallace how we could advertise that. D. Wallace explained if the certificate is only for BAS in Managing Businesses and Organizations students, we can add a notation in the introductory information. P. Pease added that on the 2nd line of the introductory information, it should indicate the certificate is designed for Business BAS majors. D. Wallace can add that. M. Fienup asked if these courses in the certificate are a subset of the BAS major. D. Power answered that there are more course options in the BAS program, and that the certificate would allow a student to have an area of more specialty. S. Riehl added that it's fine to add the notation in the introductory information, but to be in a BAS program you have to have an AAS degree, so it's very limited who can pursue this certificate. It really needs to be clear that not everyone can get this certificate. D. Power added that there is a Business minor that any student can do.

M. Fienup mentioned the attached consult isn't signed, and asked if there should be a psychology consult since a psychology course (PSYCH 3304) is listed in the certificate. D. Power indicated he doesn't know who handled the consults, as this was a joint project.

P. Pease clarified, we need to update the introductory information to identify who the certificate is available to, and that there should be a consult from psychology. S. Riehl mentioned since PSYCH 3304 is probably already in the BAS program somewhere, it should be OK, but it's still a good idea to consult. She asked if PSYCH 3304 is in the BAS program. D. Wallace indicated it is not. S. Riehl added she thinks that a consult would be required then. D. Power asked if we can track a consult down and move this certificate to the cleanup meeting. P. Pease recommends we put this certificate on the cleanup meeting agenda with two requests to M. Connerly. One is to work on the language that is appropriate to explain who the certificate is for and the second is to get a consult from Psychology. D. Power added they could remove PSYCH 3304 from the certificate if they would like. S. Riehl mentioned if PSYCH 3304 stays in the certificate, it needs an asterisk to clarify the prerequisite of PSYCH 1001. D. Power asked D. Wallace if she would discuss these items with M. Connerly and K. Cunningham.

V. Curriculum review procedures for the curriculum proposals of the Department of Economics

D. Power moved, G. Pohl seconded, to approve the Department of Economics curriculum packet.

Agenda Items – Courses

- ECON 3125 Economics of Sustainability (added)
- ECON 3371 Economic and Business Forecasting (added)

M. Fienup asked about the budgetary issues of these two new courses ECON 3125 & ECON 3371, as that information wasn't entered in Leepfrog. B. Kanago answered there are no budgetary issues, the new courses are taught by existing faculty. B. Kanago indicated he is teaching ECON 3371 and A. Rosburg is teaching ECON 3125. S. Riehl asked since B. Kanago is teaching ECON 3371, is there is a course that is not being taught, as that is where the cost could come in. S. Self answered they didn't hire someone to just teach these new courses. For example, they are removing one section of another course and replacing it with ECON 3371. S. Riehl indicated that should be entered into the budget issue section in Leepfrog.

G. Rhineberger-Dunn asked if these two new courses are offered as electives in the program. Is the Econ program modified to add ECON 3125 & ECON 3371 as elective options? The Econ major is not proposed. G. Rhineberger-Dunn explained courses that don't have a place in a program shouldn't be created. M. Fienup asked if that was actually the case. G. Rhineberger-Dunn answered that we have talked about it in UCC that when you add new classes they should be a part of the program. P. Pease added that otherwise it's difficult to get students to take the courses. B. Kanago indicated they can go back and add the courses into the program as electives. G. Rhineberger-Dunn explained it's hard to do a program change at this point, because the Econ package didn't go through College Senate, Faculty Senate or the Dean's Office. S. Self added this course is currently being offered as an experimental course, which is listed in the program. She asked about adding the program change in next year cycle. P. Pease answered they can propose the program change in the next cycle, and that they can do student requests in the meantime. D. Power mentioned if the program says "any 3000 level course" as an elective, that it would be ok. S. Self added they can do a blanket approval for the courses as electives. D. Wallace confirmed every emphasis within the Economics major, except General Economics, which doesn't have electives; quotes electives with "2000, 3000, 4000 level Economics courses", so these new courses would plot correctly on the advisement report. S. Self indicated the General Economics emphasis also indicates those level of electives; Wallace confirmed after further review.

P. Pease asked if someone reached out about a consult ~~for~~ from the Environmental Resource Management program for ECON 3125. S. Self and B. Kanago answered not that they were aware of. D. Grant added in regards to the Sustainability certificate, he doesn't know if a consult is needed. A. Rosburg added she doesn't think a consult will be held up. This is a natural resource course so it does fit into the Sustainability certificate as an elective as well. P. Pease indicated the value of doing a consult is to have a discussion about adding this course and ensuring awareness with the Environmental Resource Management program. No members indicated consult was necessary.

Chair Pease called for a vote on the motion to approve the curriculum packet from the Department of Economics. The motion passed unanimously.

VI. Curriculum review procedures for the curriculum proposal of the Department of Finance

D. Power moved, G. Pohl seconded, to approve the Department of Finance curriculum packet.

Agenda Items – Courses

- FIN 4410 CFA Review (added)

B. Olsen explained the CFA review class has been offered as a 3 credit hour experimental course for the last couple years, and before that it was taught as a no-credit course to prepare for the CFA level one exam.

They turned it into a 3 credit hour experimental course to make it more attractive for students to take, and they are seeing a bump in the number of students who want to take the course. Now they want to move it from experimental to an official course. S. Self added they have seen an improvement on how well the students are doing, and students feel more accountable.

M. Fienup asked if this course falls under the same issue in the fact that it's not listed in any program. B. Olsen indicated the course won't be offered as an elective, but as an extra course for students in the investment track. P. Pease indicated it more fits into a professional development 0 credit hour course, but this course has 3 credit hours attached to it. D. Power mentioned this is similar to the Accounting review course, and S. Self agrees that it's similar to the CPA review course. D. Grant asked if there are other classes offered that are preparing you for a test, are there other places in curriculum where that is a common practice. It's odd to offer credit to be successful at this test. S. Riehl mentioned the Mathematics department has a course for Actuarial Exam prep, but it is offered as an elective to the program. It does bother her that they are teaching to the test. She doesn't think it's ideal to have an exam prep class, but they do exist. D. Power added he doesn't think it could be an elective, and B. Olsen agreed. S. O'Kane agrees, we shouldn't have a class that just teaches to a test. D. Power explained it does teach to the test, but they are also learning important concepts if they want to be professionals in this area. They do more than just practice tests. B. Olsen clarified there is lecture involved. S. O'Kane mentioned it sounds like a review course. B. Olsen explained the course includes parts of Accounting, Economics, and Finance. There is some review and some new topics included as well. M. Fienup added it sounds more like a Capstone course than an exam prep. D. Power explained some people would say that getting a certification is a Capstone, but their accrediting body doesn't let them handle it that way, and not everyone wants a certification. B. Olsen indicated the CFA exam has three levels, so they just achieve the first level if they pass the exam after taking this course.

D. Shaw mentioned he likes the honesty of the course description as it tells you exactly what is happening in the course. S. Riehl added it's not just practice review tests that happen in these courses, there are a lot of concepts going on. She does like being forthright and indicated there is an audience for this. The UCC issue is that the course is not part of any program, but she isn't offended by that. D. Grant doesn't mind the honesty of the description, and this isn't unique as other departments have courses like this.

Chair Pease called for a vote on the motion to approve the curriculum packet from the Department of Finance. The motion passed. 6-yes; 1-no.

VII. Curriculum review procedures for the curriculum proposal of the Department of Department of Management

D. Power moved, G. Pohl seconded, to approve the Department of Management curriculum packet.

Agenda Items – Programs

- BUSTCHG-BA Business Teaching Major (edited, prefix changes)

D. Power explained all we are doing with the Business Teaching Major is changing the administrative structure by changing the pre-fixes, nothing about the major is changing. P. Pease indicated the courses have an ownership change. They are moving from the Department of Management to the umbrella of the college.

M. Fienup asked under the requirements, are we still keeping the header that says Management since they are changed to Business courses. D. Power answered it should be changed to Business since these courses are not under a department. P. Pease asked if the group is comfortable with D. Wallace checking with M. Connerly to ask what the heading should be. S. Riehl added that is a good idea. D. Wallace mentioned that typically when she sees these types of things she changes them automatically. S. Riehl mentioned higher up

on the major there are Business Administration courses, do these courses fit into that? To her it's editorial, and suggested to do something that makes sense.

M. Fienup asked about the 0 credit hour Professional Readiness Program (PRP) seminars, since these are Business Teaching majors do they really have to take those. D. Power answered they need to know their cognate topics. D. Grant added the PRP has been around for a while. M. Fienup explained his issue is with the 0 hours, and do Business Teaching majors really need these courses? D. Power indicated Business Teaching majors need to teach about Business. We want these students to be business professionals that can teach business. They get good feedback about these courses, students who come out of the courses are well prepared in collaboration and communication skills, and they act as business professionals. The PRP courses are funded through supplemental tuition. But, if the PRP courses have credit hours towards them the majors will have too many Business courses required. M. Fienup responded that the courses are still required but they just have 0 credit. D. Grant added the PRP program is very helpful as it teaches skills within context, which enhances the topics. D. Shaw mentioned one other thing with the PRP program is that it's a good format to bring outside expertise in to teach a portion of the course. P. Pease indicated the question here is do these courses belong in the Business Teaching major. D. Power added he is not certain that this is a UCC decision, the College of Business decided these courses should be in the program. S. Riehl mentioned she thinks the issue is the length of the program, which is a UCC concern. Yes, 0 credit courses add 0 hours to the program, but education programs tend to be pretty full, so it's a time issue. So she thinks it is worthwhile to ask the question, how does everything fit in. S. O'Kane agrees. D. Power responded we aren't making any proposed changes to this program. As far as he knows we are meeting the demand for Business educators in the state of Iowa. G. Rhineberger-Dunn explained when a program comes to UCC, we review the whole program and not just proposed changes. D. Power indicated he thinks that is a bad precedent, as we would be second guessing what departments do. G. Rhineberger-Dunn asked how many hours per week students are dedicating for these 0 hour courses, as it would add to their workload but they would not get credit. It does add time for the teaching majors. C. Christopher added normally the thought is all teaching majors in secondary programs get the degree from the department, but are just adding the teaching component to it. There may be a slight variance between teaching and non-teaching majors. For example, History major is similar to History Teaching major. From a teacher education point of view, they leave it up to the department to decide what they want for the program. D. Grant added if teaching education students did not take the PRP program, they would be at a less advantage because a lot of the skills in the program need to happen, he suggests to keep it in. D. Power doesn't know how many hours students put into the 0 hour courses, it could be different between semesters as they bring in different speakers. The college has made a big commitment to find professionals to bring into the classrooms.

D. Grant asked curricularly, how do these programs work in the issues of diversity? D. Power indicated in his opinion they do address that in courses in the core, and Business Teaching majors take business core. The College of Business is sensitive to those issues.

Chair Pease called for a vote on the motion to approve the curriculum packet from the Department of Management. The motion passed. 5-yes 2-absention.

VIII. Next meeting – Wednesday, September 9, 3:00pm via Zoom

CSBS curriculum packet will be reviewed.

The meeting adjourned at 4:04 pm.

IX. Items for Clean Up Meeting

- COMMBANK-CERT Commercial Banking Certificate (added)

- APPBUSCONCEPTS-CERT Applied Business Concepts Certificate (added) – tabled at September 2 meeting.

Respectfully submitted,

Rachelle Kidwell
Office of the Registrar

cc: UCC
GCCC
Guests
Record Analysts