

**MINUTES OF
UNIVERSITY COMMITTEE ON CURRICULA**

August 24, 2022

Present: N. Bird, A. Bradfield, C. Christopher, M. Fienup, G. Gould, D. Grant, M. Hecimovich, B. Kanago, C. Nedrow, H. Porter-Occena, P. Pease, M. Perry, S. Riehl, A. Schmiesing, J. Schraffenberger, D. Shaw, B. Warby

Absent: Rachele Kidwell, John Ophus

Guests: J. Anderson, N. Bailey, M. Connerley, K. Cunningham, D. Cyphert, R. Guay, L. Emery, S. Kaparathi, A. Mitra, B. Olsen, A. Rosburg, S. Rosol, J. Ugrin

The meeting was called to order by Chair Pease at 3:00 p.m. Presidential Room/Maucker Union

I. Welcome and Introductions

Chair Pease welcomed all present. The meeting is being recorded to assist the Registrar's Office with the meeting minutes. This is the only purpose for the recording.

Chair Pease stated the voting members need to elect a chair of the UCC Committee. M. Fienup nominated P. Pease, S. Riehl seconded. Chair Pease explained the committee can nominate anyone they would like. There were no other nominees. Motion passed to elect P. Pease.

- **UCC Scope of Duties**

Chair Pease asked if there were any questions regarding the Scope of Duties document. The pre-meetings are to create a consent agenda. The consent agenda will be voted in mass. This reduces the time we need to discuss proposals. When we get to the UCC meetings, the primary reader will make a motion to approve, the second reader will second the motion, and the proposals will be discussed and voting will take place.

II. Curriculum review procedures for Consent Agenda Items – All Departments

B. Kanago motioned, M. Hecimovich seconded, to approve the Consent Agenda.

Consent Agenda Items – Courses

- ACCT 4065: Fraud Analytics (edited)
- ECON 3077: Internship in Community Economic Development (deleted)
- ECON 3245: International Economics (deleted)
- ECON 3261: International Financial Economics (deleted)
- FIN 3034: Financial Information Systems and Analysis (deleted)
- MGMT 3127: Decision Support, Analytics and Business Intelligence (edited)
- MGMT 3155: Human Resource Management (edited)
- MGMT 3161: Supply Chain and Purchasing (edited)
- MGMT 3163: Creative Problem Solving (edited)
- MGMT 3164: Quality and Process Improvement (deleted)
- MGMT 3183: Leadership Skills (edited)
- MGMT 3185: Project Management (edited)
- MGMT 3187: Organization Structure and Design (deleted)
- MGMT 3189: International Management (edited)
- MGMT 3965: Organizational Behavior (edited)
- MGMT 3966: Staffing and Employee Development (edited)
- MGMT 3968: Compensation and Performance Management Systems (edited)
- MGMT 3984: Dynamics of Negotiations (edited)

- MGMT 4175: Strategic Management (edited)
- ENTR 2010: Financials for the Entrepreneurial (edited)
- MTKG 3113: Consumer Behavior (edited)
- MTKG 3153: Professional Selling (edited)
- MTKG 3173: Product Management (edited)

Consent Agenda Items – Programs

- TECH-BAS: Technology Major (deleted)
- BUSHLTHCAREADMIN-BUS-CERT: Certificate of Health Care Administration for Business Majors (edited)
- BUSHLTHCAREADMIN-NONBUS-CERT: Certificate of Health Care Administration for Non-Business Majors (edited)
- ECON-BA: Economics Major (edited)
- FIN-BA: Finance Major (edited)
- GENBUSCON-MINOR: General Business Concepts Minor (edited)
- MGMT-BA- Management Major (edited)
- MGMTSUPPLYCHAIN-BA: Supply Chain Management Major (edited)
- MARKETING-BA: Marketing Major (edited)

S. Riehl would like to pull MGMT-BA Management Major from the consent agenda. Chair Pease stated we will discuss this proposal with the other Department of Management proposals.

Chair Pease called for a vote to approve the consent agenda items, except MGMT-BA Management Major. The motion passed unanimously.

III. Curriculum review procedures for Human Resource Management BA major

B. Kanago motioned, M. Fienup seconded, to approve the new Human Resource Management BA major

Agenda Items – Programs

- Human Resource Management BA major (added)

B. Kanago stated this is an elevation of an existing emphasis to an actual major. By doing this, it is more likely for students to find the major and more likely employers will value the efforts. No further discussion.

Chair Pease called for a vote on the motion to approve the new Human Resource Management BA major proposal. The motion passed unanimously.

IV. Curriculum review procedures for Interdisciplinary major, Individual Studies BA

B. Kanago motioned, M. Fienup seconded, to approve the Interdisciplinary major, Individual Studies BA edits.

Agenda Items – Programs

- Individual Studies BA (edited)

S. Riehl doesn't understand the "Plus 44 hours of university electives or other major or minor credit" statement. The hours would not be enough to graduate. K. Cunningham confirmed the statement is not required. Either the statement should be removed or edited so the credits add up correctly.

M. Fienup asked if Thesis wording should be edited. K. Cunningham explained the undergraduate thesis can be a thesis, portfolio experience, research project, or internship. There is flexibility in what constitutes the thesis requirement. The decision is between the student and faculty consultant. Chair Pease

recommends they work with the Registrar's office to correct the language. Consultation was sent to CHAS on March 21, 2022 with no response. Other consultation responses were received.

M. Perry confirmed the wording will be "minimum of 33 hours, undergraduate thesis 0 – 6 hours, with the total hours of 33 – 39. Chair Pease asked if the thesis can be zero hours. K. Cunningham explained the zero means you don't have to take it at all. Chair Pease asked if it should be 1-6 hours. He believes that makes it cleaner for students to understand. Different wording options were discussed. K. Cunningham will work with the Registrar's Office to edit the wording.

Chair Pease called for a vote on the motion to approve the Interdisciplinary major, Individual Studies BA major pending minor edits discussed. The motion passed unanimously.

V. Curriculum review procedures for new UNIFI Certificates

B. Kanago motioned, M. Fienup seconded, to approve the new UNIFI Certificates

Chair Pease stated the UCC committee's role is not to vote the certificates into UNI. The UCC Committee is making sure the certificates are appropriate for the catalog.

Agenda Items - Programs

- CARSUCCESSORG-FICERT: Career Success in Organizations Certificate (added)

S. Riehl stated the Career Success in Organizations Certificate includes a course, MGMT 2113, with hidden pre-requisites. J. Schraffenberger said this was an oversight and the Department of Management needs to remove the pre-requisites. S. Riehl said for a short term fix we could put an asterisk with a note that says this course has a pre-requisite. The pre-requisite would no longer be hidden. The hours would not change since MGMT 2113 is an elective course option. M. Fienup said we could table this and discuss with business. The asterisk serves as a caution that another course will be needed. J. Schraffenberger wants to move forward so the cert is available now and clean up after the fact. Even the sophomore and junior standing should be removed.

- CRITTHINKINFO-FICERT: Critical Thinking and Information Literacy (added)
- DATASCI-FICERT: Data Science (added)
- DEI-FICERT: Diversity, Equity, and Inclusion (added)
- EASTASIA-FICERT: East Asia Certificate (added)

M. Fienup noted that HIST 3210 is listed three times with different topics. J. Schraffenberger shared this was a topic of conversation. They were assured by the Registrar's Office that they could do different sections as a requirement. Chair Pease stated it's not clean but the courses are different sections and topics.

- INNLDERSHIP-FICERT: Innovation in Leadership (added)

S. Riehl shared POL INTL 2210 is listed as a three-hour course but it is a two-hour course. It also says the course may be repeated. J. Schraffenberger explained this is a typo and would recommend changing the three hours to two hours.

M. Fienup shared ENTR 2010 is changing the course name from Entrepreneurial Fundamentals to Financials for the Entrepreneurial Enterprise. The heading in the proposal is Entrepreneurial Fundamentals. Chair Pease asked if changing the course from three hours to two hours could leave students short one credit hour in the UNIFI program. J. Schraffenberger explained this could happen if students transfer in a course and end up with 36 hours and meet the UNIFI requirements. This issue wasn't discussed because the course was listed as three hours in the proposal. Chair Pease would like to pull this certificate and add it to the cleanup meeting for after further consultation. J. Schraffenberger agreed.

- USSTUDIES-FICERT: United States Studies Certification (added)

There were no concerns.

Chair Pease called for a vote on the motion to approve the new UNIFI Certificates discussed except for Innovation in Leadership Certificate. The motion passed unanimously. The Innovation in Leadership Certificate is moved to the cleanup meeting.

VI. Curriculum review procedures for new Interdisciplinary course proposal

B Kanago motioned, M. Fienup seconded, to approve the new Interdisciplinary course

Agenda Item - Courses

- UNIV 3003 Study Abroad – Human Condition – Global emphasis (new)

J. Schraffenberger shared is also a UNIFI course. M. Perry said the name will have to include “(Topic)”. J. Schraffenberger explained there have been many study abroad courses coming into that were approved to count towards a requirement. Study Abroad wanted a shell course that faculty can design their own study abroad course that will fulfill the learning outcome requirement. M. Fienup said the hours are listed as 1-6. J. Schraffenberger said it should be three hours but would like to confirm. Chair Pease recommended to not use as many hyphens in a course title.

Chair Pease will move UNIV 3003 to the cleanup meeting to confirm the 1-6 credit hours issue.

VII. Curriculum review procedures for course proposals in the College of Business – Interdepartmental

B Kanago motioned, M. Fienup seconded, to approve the curriculum proposal for the College of Business – Interdepartmental.

Regular Agenda Items – Courses

- BUSINESS 2100: Global Skills (added)

M. Fienup asked how this course differs from the Study Abroad UNIV 3000 course. B. Kanago asked is there a reason to have a business course independently of the UNIV course. J. Schraffenberger explained there are a number of study abroad courses that are already similar to UNIV 3000. UNIV 3000 is in place to make it easier to support study abroad that may supersede the need to have multiple study abroad courses. B. Kanago asked if BUSINESS 2100 would count in UNIFI. J. Schraffenberger confirmed yes. D. Grant said the course is listed as 1-3 hours. J. Schraffenberger asked if BUSINESS 2100 should be a three-hour required course so students are not short hours for UNIFI. The College of Business guests agree to the three-hour change. They prefer this to go through as a three-hour course. That change will be made.

- BUSTEACH 3191: Advanced Curriculum and Methods for Business Education (edited)

S. Riehl said the intent is to remove pre-requisites but the co-requisite, BUSTEACH 3117, has a list of pre-requisites. College of Business guest shared the Department of Teaching wanted all the pre-requisites removed except for TEACHING 2017. That may also be true with BUSTEACH 3117 course. Chair Pease said you could either remove the co-requisite or edit the co-requisites. J. Anderson said TEACHING 2017 needs to stay as a pre-requisite. C. Christopher asked if they can take the BUSTEACH 3117 and TEACHING 2017 courses out of sequence. J. Anderson replied yes. Chair Pease said if more time is needed to consult we should table until the cleanup meeting. College of Business guests agreed.

Chair Pease called for a vote on the motion to approve the BUSINESS 2100 course proposal for the College of Business. The motion passed unanimously. BUSTEACH 3191 is moved to the cleanup meeting.

VIII. Curriculum review procedures for course proposal in the Department of Accounting

B. Kanago motioned, M. Fienup seconded, to approve the course proposal in the Department of Accounting.

Regular Agenda Items – Courses

- ACCT 3140: Accounting Information Systems (edited)

M Fienup has concern about BUSINESS 3000 being a zero-credit course. Will students be prevented from taking ACCT 3140 since BUSINESS 3000 is a pre-requisite? J. Ugrin said all the elements of BUSINESS 3000 are embedded in ACCT 3140. There's a classroom assignment to take the excel expert exam, so enrolling concurrently in BUSINESS 3000 gives students access to all of the study materials to take the excel expert exam for free. It's almost an unwritten co-requisite at the moment. Most of students in ACCT 3140 have already taken BUSINESS 3000 the prior semester. BUSINESS 3000 is an optional course that gives students material to study for expert exam and fee for the exam is covered.

Chair Pease believes the concern is zero credit courses started in the College of Business as optional courses and now they are moving to be a required course due to it being a pre-requisite or co-requisite. S. Riehl said the course now has to be listed in the catalog as a requirement. B. Kanago asked if dept would be willing to waive if the course was taken else where and passed expert exam. J. Ugrin said yes, if they passed the exam. J. Ugrin said a note could be added and then remove it as a co-req / pre-req. If student fails BUSINESS 3000, they receive a NC grade. A note in the course description can be updated at the scheduling level on why it would be beneficial to take the course. Chair Pease recommends to work with the registrar's office to add this class note at the scheduling level. J. Ugrin will work with M. Perry. This proposal can be shredded.

No vote necessary, proposal will be shredded.

IX. Curriculum review procedures for proposals in the Department of Economics

B. Kanago motioned, M. Fienup seconded, to approve the proposal for the Department of Economics.

Agenda Items – Programs

- ECON-MINOR: Economics Minor (edited)

B. Kanago said there is an error in leapfrog that doesn't show on the actual form that was submitted. Electives requirements are listed as 6 hours, that number needs to be changed to 9 hours. The total hours should be 18. S. Riehl shared the double asterisk can be removed and more text added. The Department of Economics guests agreed.

Agenda Items – Courses

- ECON 3224: International Trade and Financial Economics (added)

B. Kanago said there was previously two courses offered and the enrollment wasn't high in either course. Those two courses were removed and ECON 3224 is a combination of both courses. This is also in line with what other schools are doing.

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

X. Curriculum review procedures for course proposal in the Department of Finance

B. Kanago motioned, M. Fienup seconded, to approve the curriculum proposal in the Department of Finance.

Agenda Items – Courses

- FIN 3210: Financial Modeling and Analytics (added)

B. Kanago explained this course has already been taught as an experimental course. It is now being added as its own course. Enrollment for this course continues to grow. The Finance Advisory Board expressed all Finance majors need to offer more analytics courses.

Chair Pease called for a vote on the motion to approve the course proposal for the Department of Finance. The motion passed unanimously.

XI. Curriculum review procedures for the program proposal in the Department of Management

B. Kanago motioned, M. Fienup seconded, to approve the program proposal in the Department of Management.

Agenda Items – Programs

- MGMT-BA: Management Major (edited)

S. Riehl noted a formatting concern. The list of courses students have to take look exactly like the courses they are not supposed to take. Both lists are listed vertically. A. Mitra shared it is the same format used in previous catalogs. A. Mitra is fine with making it a horizontal list or keeping it vertical. M. Perry said she could work with indentation so the list is easier to read. A. Mitra is fine with that, he wants it as clear as possible. Chair Pease recommended possibly changing the wording to Not Approved. M. Perry will also add Marketing & Entrepreneurship to text in elective section. M. Perry will work with the Department of Management on edits.

- ORGLDRSHP-MINOR: Organizational Leadership Minor (edited)

A. Mitra shared there is an error in the proposal. The first note can be removed, second note is correct.

S. Riehl shared MGMT 3183 has a pre-req of MGMT 3965. MGMT 3965 would need to be added back into the required course list, changing the program from 12 hours to 15 hours. This a hidden pre-requisite unless a student is already taking a minor that requires this course. S. Riehl asked if this is a minor that non-business student can take? A. Mitra said this minor is only available to College of Business majors. All the pre-requisites are required courses in the business core. Chair Pease indicated a note can be added to say the minor is for College of Business majors only. M. Perry can look at wording in previous catalogs. A. Mitra does want to keep the second note. This minor will stay at 12 hours total.

Chair Pease called for a vote on the motion to approve the curriculum proposal in the Department of Management, including edits discussed to ORGLDRSHP minor. The motion passed unanimously.

XII. Curriculum review procedures for proposals in the Department of Marketing & Entrepreneurship

B. Kanago motioned, M. Fienup seconded, to approve the proposals in the Department of Marketing & Entrepreneurship.

Agenda Items – Programs

- MARKETING-MINOR: Marketing Minor (Non-Business Majors) (edited)

B. Kanago shared this minor is now available to College of Business students. The (Non-Business Majors) should be removed from the title. The note at the bottom should state the minor is not available to Marketing & Entrepreneurship majors.

Agenda Items – Courses

- ENTR 3583: Entrepreneurship (edited)

M. Fienup asked if this course can still be a graduate course since many pre-requisites were dropped. D. Cyphert shared the advisors thought it was too intimidating to list all the pre-requisites. The pre-requisites are all in the business core, except ENTR 2010. D. Cyphert explained that non-business majors would have to complete ENTR 2010 to take ENTR 3583. College of Business students have to be admitted into the College of Business to enroll in this course. Chair Pease asked if this would cause a bottle neck for College of Business majors trying to enroll. D. Cyphert said College of Business majors are given enrollment priority. D. Cyphert shared they actually get more College of Business students now. M. Perry shared the wording “admission to the Business College” will be changed to be more consistent throughout the catalog.

- ENTR 3586: Entrepreneurship Strategy (edited)

S. Riehl asked to look at the pre-requisites. Chair Pease said only ENTR 3583 and junior standing need to be listed as pre-requisites. D. Cyphert agreed.

- MKTG 3154: Sales Management (edited)

B. Kanago indicated ECON 2031 needs to be changed back to ECON 1031. It was a mistake made when submitting the proposal.

Chair Pease called for a vote on the motion to approve the proposals in the Department of Marketing & Entrepreneurship. The motion passed unanimously.

XIII. Next meeting – Wednesday, August 31, 3:00 p.m. Presidential Room/Maucker Union

Discussion of College of Social & Behavioral Sciences proposals

- 3:00 p.m. CSBS Curriculum proposals

XIV. Items for Clean Up Meeting

- INNLDERSHIP-FICERT: Innovation in Leadership (added)
- UNIV 3003 Study Abroad – Human Condition – Global emphasis (new)
- BUSTEACH 3191: Advanced Curriculum and Methods for Business Education (edited)

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

April Schmiesing
Office of the Registrar

cc: UCC
GCCC
Guests
Record Analysts