

University Undergraduate Curriculum

Meeting Minutes

12 May 2017

Present: Pilar Alcalde (Foreign Language), Lisa Beasley (Faculty Senate), Lloyd Brooks (FCBE), Judith Brown (MIS), Russ Deaton (ENGR), Joanne Gikas (UNIV), Michael Hutchinson (KWS), Richard Irwin (Academic Innovation), Darla Keel (Registrar), Shirleatha Lee (NURS), Jennifer Nelson (EDUC), Bess Robinson (Libraries; Recorder), Helen Sable (PSYCH), Laura Snyder (CFA), Deborah Tollefsen (A&S), Sandy Utt (JOUR), Stanley Walls (SHS)

Absent: Thomas Banning (Faculty Senate), James Campbell (MATH), Carl Chando (ACC), Ryan Crews (Assistant Registrar), Eddie Jacobs (ENGR), Melinda Jones (Honors), Angela Kuykendoll, Loretta Rudd (UNIV), Karen Thurmond (Academic Advising)

I. Call to Order

Richard Irwin

- Meeting called to order at 1:02p when D. Tollefsen established that there was a quorum.
- Proxies: D. Tollefsen for J. Campbell; Russ Deaton for E. Jacobs; Radesh Palakurthi for M. Hutchinson; S. Utt for L. Rudd
- Guests: Y'Esha Williams (College of Nursing); Pat Travis (School of Health Studies); Joy Goldsmith (Communication); Ramona Sonin (University College); Carol Laney (Admissions); Dru Welch (Admissions)

II. Discussion

a) Approval of April minutes

Deb Tollefsen

Motion to approve the April minutes made, seconded, passed.

b) GPA Update

Subcommittee Chair

This Subcommittee, created in April, met to discuss issues related to the change to the transfer credit policy made by the TBR in 2014, which mandated that we could no longer count transfer credit toward the overall GPA. Those present discussed extensively the resulting problems—including how confusing the current practice is and the fact that what we are doing is inconsistent with what's in the catalog. D. Keel offered two options:

- Continue to not count transfer work, or
- return to what we used to do: Include real letter grades (rather than "T") for transfer work and calculate it into the overall GPA, thereby providing a true reflection of a student's entire academic career.

A recommendation was made that, going forward (after Fall 2017), graduation will be on the basis of overall and institutional GPA; this recommendation passed. This recommendation requires no change to the transfer-related language in the catalog, but some change to current admissions processes. A student must have a 2.0 GPA on work done at the University of Memphis and a 2.0 GPA from transfer work in order to be graduated. The calculation of the overall GPA will be correct eventually.

A recommendation made that, going forward (after Fall 2017), graduation with distinction will be based on overall and institutional (at least 30 hours)—also passed, and will go into effect in Spring 2018.

The 2017 catalog is not yet available. K. Thurmond and others are making corrections. Those present were urged to be sure that all plans are up-to-date and to

let advisors and analysts know of the changes (including an explanation of GPA in layman's and Banner terms as of Spring 2018). D. Keel will propose the wording for the catalog. Once changes to the catalog have been made, UMdegree will be corrected and both will be published.

- c) Multi-Term Registration Darla Keel/Richard Irwin
D. Keel announced that plans for multi-term registration are proceeding and that it will be turned on in April 2018 so planning can be done for Summer and Fall of 2018 and Spring of 2019. The point of multi-term registration is to increase retention. It has been discussed twice at the Deans Council. Those present were encouraged to communicate about it with their Chairs. Myriad related issues include planning for adjuncts; planning the correct number of sections; registration; students thinking that they do not need to talk with their advisors; clearing students' PINS; students who do not have the documentation necessary to take (or who drop or fail) courses—and are in the spots that other students could have had; Chairs who are not on board; difficulty with mandating training/use by faculty advisors; courses that are dropped/added; inability to pilot/test (multi-term registration is all or none); and getting faculty to think that far in advance what they want to teach. Using UMDegree, running pre-req checks can help with planning. D. Keel invited concerns, pros, cons.
- d) Curriculum Update/THEC Richard Irwin

III. Curriculum Proposals

- a) Arts and Sciences Deb Tollefsen
 - New course: Being an English Teacher (English)
 - New course: Business Italian (World Languages and Literature)
 - International Studies (adding a course that was to have been cross-listed; deleting some economics courses)

All Arts and Sciences curriculum proposals were approved unanimously.
- b) Kemmons Wilson School of Hospitality Radesh Palakurthi
R. Palakurthi described some of the changes the hospitality curriculum has undergone. Proposals include adding to the catalog approved courses that do not appear there and closing out some business classes. K. Thurmond will review four year plan. ***All Kemmons Wilson School of Hospitality proposals were approved unanimously.***
- c) School of Health Studies Stan Walls
S. Walls clarified how a proposed hybrid seven-week Interpersonal Skills Training for Healthcare Students (HCL 3060) class carries 3 credit hours and differs from the COMM 3012. ***The School of Health Studies course proposal was approved unanimously.***
- d) University College Joanne Gikas
Merchandising
 - Change the name of the program Apparel and Accessory to Fashion Merchandising; change the core and the number of required courses
 - Change the name of the Home Furnishings concentration to Visual Merchandizing and Exhibition Design; change the core and the number of required courses
 - Add a new concentration: Fashion Design with the same core as the other two existing concentrations. All new courses for this were also approved.
 - Tollefsen requested additional information about the concentrations, which are decided at the local level. The Dean's signature acknowledges approval, then THEC is notified. ***All Merchandising-related curriculum proposals were approved***

unanimously. J. Gikas will provide more justification similar to the previous 30-day forms (which are being revised).

Child Development and Family Studies is proposing two new concentrations

- Child Life Specialist (including three new courses, only one of which, Hospitalized Child [formerly a Special Topic], is being brought to the UUC today because the other two must be taught by certified Child Life Specialists and have special application requirements).
- Early Intervention Specialist (requested by the Tennessee Early Intervention System)

Those present discussed approving a program without two of the required courses.

J. Gikas noted that students may choose from other courses. **The Child Life Specialist concentration was tabled until the two required courses are approved. The Hospitalized Child course was approved unanimously. The Early Intervention Specialist concentration was approved unanimously.**

Two new courses formerly taught as Independent Studies

- Leadership Training for Student Development
 - Leadership Training for Student Recruitment
- were approved unanimously with UNIV course numbers.

Changes in Human Services concentration –the updates were approved unanimously. **The changes to the proposed Leadership courses and to the Human Services concentration were not voted on.**

Change from having students design their own degree in the Music and Entertainment concentration currently taught by music faculty at Lambuth for students at the Lambuth campus to having a formal concentration. Those present discussed the agreement that allows these classes to be offered only on the Lambuth campus. **The changes to the Music and Entertainment concentration were approved unanimously.**

Those present discussed issues related to the Bachelor of Applied Science degree. J. Gikas will research competing programs and fill out the TBR form (more comprehensive than the 30 day form) and letter of notification. This decision was tabled 'til the Fall.

IV. Adjournment

Meeting adjourned 2:52. Next meeting will be in September. We'll try to finish in April next year so as not to meet in May.

D. Irwin acknowledged S. Walls' impending retirement.