

**CURRICULUM COMMITTEE  
MINUTES OF THE MEETING OF SEPTEMBER 10, 2013  
3:30 P.M., ROOM 207 OF THE GUILLOT UNIVERSITY CENTER**

The UNA Curriculum Committee met at 3:30 p.m. on Tuesday, September 10, 2013, in Room 207 of the Guillot University Center. The following members were present: Dr. Jana Beaver, Dr. Paulette Alexander for Dr. Greg Carnes and Dr. Keith Jones, Dr. Melvin Davis, Ms. Anita Garner, Dr. Vagn Hansen, Dr. Scott Infanger, Dr. Katie Kinney, Dr. Donna Lefort, Dr. Janice Myhan, Dr. Amber Paulk, Dr. Lynne Rieff, Dr. Craig Robertson, Dr. Martha Rock, Dr. Patricia Roden, and Dr. John Thornell. Dr. Matthew Fitzsimmons, Chairperson, presided. Attending as guests were Ms. Susan Hughes, Dr. Larry Adams, Dr. Dennis Balch, Dr. Bob Garfrerick, and Dr. John Crabtree.

Approval of the minutes of the meeting of June 18, 2013

Dr. Paulk moved approval and Dr. Rieff seconded the motion. The motion was approved unanimously.

Appointment of Vice Chair

Upon nomination by Dr. Rieff and second by Dr. Infanger, Dr. Paulk was elected Vice Chair by unanimous consent.

Information Item: Department of HPER rescinded request to AGSC/STARS for inclusion of HPE 175, HPE 213, and SRM 200 as courses accepted as Area IV general education credit. Rather, the courses will be listed under Area IV in the Undergraduate Catalog as acceptable courses for credit with the following statement: "Courses may not transfer for general education program credit" which is the same statement used for MA 111

This was an information item that required no action from the Committee.

Consideration of addition of a "CL" designation to course numbers having a computer literacy component (e.g., COM 243CL) – report from work group studying this issue – tabled at 6-18-13 meeting

Dr. Roden made a motion and Dr. Beaver seconded the motion amending the proposal as follows: 1. Successful completion of CIS 125; 2. Successful completion of the test-out option for CIS 125; 3. Successful completion of CS 135; and 4. Successful completion of a major course or combination of courses which has received approval from the University Curriculum Committee as satisfying the definition of computer literacy. The motion passed by a vote of 8 for, 1 against, and 1 abstention. Dr. Infanger made a subsequent motion and Dr. Rieff seconded the motion to return the proposal to the work group with a charge to determine a more concrete definition of computer literacy, including whether or not computer literacy is expected of students in freshman and sophomore-level courses; whether or not computer literacy is to be defined in a student's major or overall academic career; if there could be an opt-out clause for courses that meet accrediting body standards of computer literacy; if current courses with CL designation would be subject to resubmission to UCC for approval under this proposal; how this proposal would affect current students operating under other catalogs; and how this proposal would be affected if the University were to reduce the number of hours required for degree completion. The motion was approved unanimously.

Consideration of the request from the DL Advisory Committee for two initial steps toward establishing a University-Wide Distance Learning Quality Policy (approved by the Graduate Council on 4-18-13 with a revision to #2 as follows: "Select liaisons as identified by each college to work with UNA's Instructional Designer for purposes of Distance Learning quality assurance") – tabled at 6-18-13 meeting

Dr. Paulk moved approval and Dr. Rock seconded the motion. After an extensive discussion, Dr. Paulk made a substitute motion, seconded by Dr. Infanger, to amend the two initial steps toward establishing a university-wide DL quality policy as follows: 1. Endorse the Quality Matters framework as a best practices guideline for constructing quality DL courses; and 2. Request college deans to select liaisons in each college to work with UNA's Instructional Designer for purposes of Distance Learning quality assurance. The motion was approved unanimously. With Dr. Balch in attendance at the meeting on behalf of the DL Advisory Committee, guidance has now been received from the Graduate Council and Undergraduate Curriculum Committee for moving toward establishing a university-wide DL quality policy.

Consideration of the request from the Department of Secondary Education for new course: ED 440

Dr. Rock moved approval and Dr. Paulk seconded the motion. The motion was approved unanimously.

Consideration of the request from the College of Education and Human Sciences for aligning deadlines for teacher education internship applications with deadlines for graduation

Dr. Infanger moved approval and Dr. Kinney seconded the motion. The motion was approved unanimously.

Consideration of the request from the Department of Entertainment Industry for course description revision: ENT 490 and ENT 495

Dr. Beaver moved approval and Ms. Garner seconded the motion. The motion was approved unanimously.

Consideration of the request from the Department of CSIS for new course: CIS 289; Consideration of the request from the Department of CSIS for new minors: HCI/UX Development (one for CSIS majors and one for CS majors)

Dr. Myhan made a motion, seconded by Dr. Kinney, to combine the two CSIS proposals into one vote. The motion was approved unanimously. Dr. Rock made a motion, seconded by Dr. Beaver, approving the proposals with a minor revision in titles to HCI Development – CS and HCI Development – CIS. The motion was approved unanimously.

Upon motion by Dr. Roden and second by Dr. Paulk, the meeting adjourned at 5:15 p.m.

---

Matthew Fitzsimmons, Chairperson