

**MINUTES OF
UNIVERSITY COMMITTEE ON CURRICULA**

September 19, 2018

Present: K. Basom, D. Hakes, C. Christopher, M. Fienup, A. Gabriele, J. Zhu, C. Nedrow, P. Pease,
S. Riehl, G. Rhineberger-Dunn, J. Smothers, D. Wallace

Absent: G. Pohl, D. Heistad, K. Martin, J. Morrow

Guests: C. Curran, B. Zan, L. Zeitz, D. Cowley, K. Krueger, F. Fontana, R. Lund, S. Min, O. Grybovych

The meeting was called to order by P. Pease at 3:02 p.m. in the Presidential Room, Maucker Union.

I. Welcome and Introductions

P. Pease welcomed all present. Introductions followed.

II. Approval of the Minutes – September 5, 2018

K. Bason moved to approve the September 5 meeting minutes, T. Gabriele seconded.

J. Smothers amended the minutes based on corrections submitted. One was regarding accurate prerequisites for FIN 3150 and the other was revision of S. Riehl's comments on certificate programs.

P. Pease called for a vote on the approval of the minutes pending the two revisions provided. The motion passed unanimously.

P. Pease announced that G. Rhineberger-Dunn accepted an Administrative Fellow position in the Provost Office. She will no longer be an /UCC At-Large member, but will be taking on a new role within UCC on behalf of the Provost Office.

T. Gabriele asked if we need an election, G. Rhineberger-Dunn stated the at large position will be filled in spring since we are half-way through the fall curriculum schedule.

III. Curriculum Review Procedures for Consent Agenda Items – All Departments

T. Gabriele moved to approve consent agenda, K. Basom seconded.

P. Pease if there are any items that the committee would like to have removed from the consent agenda.

The following items were removed from the consent agenda: INSTTECH 1020; INSTTECH 1031; BA: Physical Education – Teaching; HPE 4667; Aquatics Specialization Certificate; BA: Public Health Education; BA: Recreation, Tourism and Community Services,; Recreation, Tourism and Community Services Minor; Nonprofit Management Certificate; Outdoor Recreation Certificate; School-Age Care Leadership Certificate; Tourism Certificate.

Department of Curriculum & Instruction

- INSTTECH 1030 Creating Technology-Enhanced Learning Environments (editorial, course description)
- INSTTECH 4110 Developing and Designing Online Learning (substantive, title, description, adding prerequisite)
- INSTTECH 4131 Exploring Issues and Trends in Instructional Technology (substantive, title, description, adding prerequisite)
- INSTTECH 4138 Understanding Visual Literacy (editorial, description change)
- INSTTECH 4139 Planning Instructional Media (editorial, description change, term change)

- INSTTECH 4153 Using Digital and Social Media in Education (editorial, description change)
- INSTTECH 4160 Instructional Technology Projects (substantive, reduction of 1 hour)

Department of Kinesiology

- PEMES 2021 Teaching Movement and Rhythmic Activities for Children (editorial, title change, credit hours, terms offered)
- PEMES 3101 Advanced Skill and Coaching Theory – Baseball/Softball (editorial, title change)
- PEMES 3151 Biomechanics (editorial, title change)
- PEMES 3173 Secondary Teaching Methods (substantive, title change, credit hours, description)
- PEMES 3197 Internship in Physical Education (editorial, prerequisites)
- MESCI-BA: Movement and Exercise Science (eliminating two emphasis areas to make one major)

Department of Health, Recreation & Community Services

- HPE 3693 Internship Seminar (substantive, removing corequisites, department name)
- HPE 4580 Environmental Health, Field Methods, Technology, and Laboratory Applications (editorial, department name, terms offered)
- HPE 4665 Environmental Health Science (editorial, department name, term offered)
- HPE 4666 Environmental and Occupational Health Regulations (editorial, department name, term offered)
- HPE 4768 Field Experience in Health Promotion (editorial, number of credits, department name updated)
- HLTHEDTCH-MINOR Health Education Minor-Teaching (more course options, accreditation-approved)

Department of Educational Psychology & Foundations

- EDUCSTUDIES-MINOR Educational Studies Minor (adding elective options)

Department of Special Education

- SPED 4125 Current Issues in Visual Impairments (dropped)
- SPED 4126 Braille Learning and Tactile Communication I (dropped)
- SPED 4132 Introduction to Visual Impairments (dropped)
- SPED 4134 Foundations of Orientation and Mobility (dropped)
- SPED 4136 Methods of Teaching Students with Visual Impairments (dropped)
- SPED 4138 Anatomy of the Eye and Educational Implications of Low Vision (dropped)
- SPED 4140 Services to Families with Infants and/or Toddlers with Developmental Delays or Disabilities (editorial, term offered)
- SPED 4141 Including Young Children with Special Needs Into the General Education Programs (editorial, term offered)
- SPED 4142 Classroom Instructional Management for Students with Disabilities (K-8) (dropped)
- SPED 4143 Classroom Instructional Management for Students with Disabilities (5-12) (dropped)
- SPED 4144 Special Education Issues and Practices for Infants and Toddlers (dropped)
- SPED 4147 Designing Curriculum & Instruction – Secondary Students with Mild/Moderate Disabilities (5-12) (dropped)
- SPED 4167 Current Issues in the Education of Students with Severe Disabilities (dropped)
- SPED 4173 Instructional Methods for Inclusive Learning (5-12) (editorial, term offered)
- SPED 4183 Designing Curriculum and Instruction for Students with Intellectual Disabilities (K-12) (dropped)
- SPED 4184 Professional Interdisciplinary Relationships in Special Education I (dropped)
- SPED 4187 Teaching Preschool and Elementary Students with Severe Disabilities (dropped)

Chair Pease called for a vote on the motion to approve all items on the consent agenda after removal of the identified courses and programs. Motion carried and all items remaining on the consent agenda were approved unanimously.

P. Pease clarified that all Department of Special Education proposals and all Department of Educational Psychology and Foundations proposals were approved on the consent agenda.

IV. Curriculum review procedures for the curriculum packet of the Department of Curriculum & Instruction

T. Gabriele moved to approve curriculum packet for Department of Curriculum & Instruction. K. Basom seconded.

Program for discussion:

- EARLYCHHD-MINOR Early Childhood Education Minor – Teaching (new)

Courses for discussion:

- INSTTECH 1020 Secondary Educational Technology and Design (editorial, course description, term offered)
- INSTTECH 1031 Educational Technology and Design (editorial, course description)

P. Pease asked if there was any discussion.

B. Zan asked if there were any questions regarding new Early Childhood Education Minor. T. Gabriele stated he didn't have any specific questions or concerns. It needs to be discuss because it is new. Zan explained this minor is for an endorsement tied to K-6 General License. D. Wallace clarified currently it is listed only as a note in the catalog. Now it is moving to a minor and therefore needs to reflect the minimum credits needed for Iowa Board of Educational Examiners Endorsement 103. Minimum of 22 credits. T. Gabriele added that it is a clearer option for students to get endorsed without needing to do a double major in elementary education and early childhood.

S. Riehl pulled INSTTECH 1020 from consent agenda because Math Education needs to be added to the course description as one of the majors that is waived from the requirement. L. Zeitz will work with the Registrar's Office on that correction.

INSTTECH 1031 was pulled from the consent agenda by T. Gabriele. T. Gabriele in discussions with L. Zeitz has some recommended language changes in the course descriptions for INSTTECH 1020 and INSTTECH 1031. L. Zeitz agreed with the suggestions. T. Gabriele with forward revisions to Registrar's Office.

Chair Pease called for a vote on the motion to approve the curriculum packet of the Department of Curriculum & Instruction. Motion carried and was approved with unanimously.

V. Curriculum review procedures for the curriculum packet of the Department of Kinesiology

T. Gabriele moved to approve curriculum packet for Department of Kinesiology. K. Basom seconded.

Programs for discussion:

- COACH-MINOR Coaching Minor (updated department, dropped one course, added one course, combined one course)
- PE-MINOR Sport Administration Minor (new)
- PETCHG-BA: Physical Education – Teaching (restructuring activities and methods courses)

Courses for discussion:

- PEMES 2015 Teaching Team/Individual Sports (substantive, title, increase in credits, descriptions, terms offered)
- PEMES 2016 Teaching Lifetime Activities (substantive, title, increase in credits, description, terms offered)
- PEMES 3125 Introduction to Sport Administration (new)
- PEMES 3126 Sport Marketing (new)
- PEMES 3158 Clinical Biomechanics (new)
- PEMES 3172 Elementary Teaching Methods (new)

P. Pease asked regarding the Coaching Minor; what is the total number of hours and should PEMES 3118 be listed as 1-2 credits or should the number of credits be specified. R. Lund mentioned historically is listed as 1-2 and they will keep it that way. 20-22 credits is correct for the minor requirements.

M. Fienup commented on the new Sports Administration Minor that some of the electives might need asterisks to specify that there are extra prerequisites.

D. Hakes clarified that Principles of Marketing is cited as an elective option in the text but is not showing up in the actual proposal. F. Fontana confirmed that MKTG 2110 should be added as an elective option. Fontana noted that economics and marketing have been consulted.

In looking at the course description of ECON 1031 M. Fienup stated it would be clearer if it specifically stated it cannot be used toward an Economics major or minor. D. Wallace will update and will look through similar language in other courses to see if a clarification is needed.

BA: PE Teaching was removed from the consent agenda by T. Gabriele, to review, due to change in formatting. F. Fontana explained that rather than a 5 credit methods course to cover elementary and secondary teaching methods in one course, it will now be changed to two 3 credit courses at the 4000 level. They have decided to create a new course rather than reusing the 5 credit course number. Total number of hours in the major has not changed. It is being reviewed as PEMES 3173 but will be given a new course number of PEMES 4173. S. Riehl suggested that the proposed changes is Leepfrog be updated to reflect that it is actually a new course proposal rather than an edited course.

F. Fontana mentioned they will have as many students take the 5 hour course as possible in spring 2019. Then will substitute the new two 3 credit courses for the one 5 credit course. P. Pease clarified with the UCC that they will be voting to approve a course that is new and has not gone through the College of Education or COE Senate. Pease cautioned, would the College of Education Senate be okay with a course being approved they haven't reviewed. F. Fontana, with support from C. Curran, will communicate with the COE Dean and Senate that the course proposal is now going to be a new course, rather than an edited course. F. Fontana and C. Curran believe the COE College and Senate will be supportive of the new course since it is reflecting the previous edits they reviewed.

D. Hakes questions the titles for PEMES 3172 and PEMES 3173. Should they specify physical education in the title. F. Fontana agreed that Elementary Physical Education Teaching Methods and Secondary Physical Education Teaching Methods would be helpful. F. Fontana will think about a more defined title and will send the new titles to D. Wallace and J. Smothers.

F. Fontana was asked if the credit changes to PEMES 2015 and PEMES 2016 affect the new program. F. Fontana explained that when there are many 1 hour courses and it is a challenge for students to fit them into their schedule. Now they are combining some topics so they will all be 3 credit courses. It does not increase the number of hours required for the major and should help the students in scheduling.

PEMES 3125 Introduction to Sport Administration, new course, no discussion.

F. Fontana explained that PEMES 3126 Sport Marketing is a new course that has been taught six times as a topics 'studies in' elective with positive response. S. Riehl asked if there was consultation on this course since none are attached. S. Min clarified that all courses were grouped under the new minor and returned in one consultation. They did not request a consult for each course. D. Wallace stated the Registrar's Office will add the consult to the new courses. Clarification was asked regarding prerequisites for PEMES 3126. Sport Administration/PEMES 3125 is a required prerequisite for PEMES 3126. There are no prerequisites for PEMES 3125.

R. Lund explained that PEMES 3158 Clinical Biomechanics has been offered three times as a seminar course, now making it an individual class. There will be two biomechanics course options.

Chair Pease called for a vote on the motion to approve the curriculum packet of the Department of Kinesiology as edited and noted above and by D. Wallace.

Motion carried and was approved unanimously.

VI. Curriculum review procedures for the curriculum packet of the Department Health, Recreation & Community Services

T. Gabriele moved to approve curriculum packet for Department of Health, Recreation & Community Services. K. Basom seconded.

Programs for Discussion

- AQUATICS-CERT Aquatics Specialization Certificate (dropping/adding a course and change in course prefix)
- HLTHPRO-BA Public Health Education (title change, department updated, additional course options)
- LYHS-BA Recreation, Tourism and Community Services (title change, updated department, common course options)
- LYHS-MINOR Recreation, Tourism and Community Services (title change, updated department, different course options)
- NONPROFMGMT-CERT Nonprofit Management Certificate (updated department, course prefixes and hours required)
- OUTDOORREC-CERT Outdoor Recreation Certificate (updated department, change in requirements)
- SCHLAGE-CERT School-Age Care Leadership Certificate (updated department, change in prefix)
- TOUR-CERT Tourism Certificate (updated department, updated prefix)

Courses for Discussion

- HPE 1099 Exploring Careers in Health Promotion (new)
- HPE 4667 Human Toxicology for Environmental and Occupational Health: Principles and Applied Case Studies (substantive, title, description, revising prerequisites, terms offered, frequency, department name)
- LYHS 2020/RTCS 2020 Leadership in Recreation, Tourism and Community Services (editorial, title, description, prefix, terms offered)
- LYHS 2010/RTCS 2110 Foundations of Community Parks and Recreation (editorial, title, prefix, number, description, terms offered)
- LYHS 2770/RTCS 2120 Principles of Tourism (editorial, department, title, prefix, number, terms offered)
- LYHS 2335/RTCS 2130 Foundations of the Nonprofit Sector (editorial, department, title, prefix, number, terms offered)

- LYHS 2551 /RTCS 2140 Foundations of Outdoor Recreation (editorial, title, prefix, number, terms offered)
- LYHS 3157/RTCS 2150 Foundations of Youth Work (editorial, title, prefix, number course description, terms offered)
- LYHS 3990/RTCS 2160 Foundations of Therapeutic Recreation (editorial, department, title, prefix, course number, description)
- LYHS 3183/RTCS 2210 Nonprofit Leadership Practicum, Level I (editorial, department, title, prefix, course number, description, removing one prerequisite)
- LYHS 3030/RTCS 3030 Inclusive Recreation and Diversity in RTCS (editorial, department, title, terms offered, frequency)
- LYHS 3050/RTCS 3110 Management and Human Resources in Recreation, Tourism, and Community Services (editorial, title, prefix, number, description, prerequisites)
- LYHS 3060/RTCS 3120 Programming for Recreation, Tourism and Community Services (editorial, title, prefix, number, description, prerequisites)
- LYHS 3121/RTCS 3121 Philosophical Foundations of Recreation, Tourism and Community Services (editorial, prefix, title, description, terms offered)
- LYHS 2075/RTCS 3130 Marketing in Recreation, Tourism and Community Services (editorial, department updated, title, prefix, number, description)
- LYHS 3290/RTCS 3280 Readings in Recreation, Tourism and Community Services (editorial, title, prefix, number, description)
- LYHS 3337/RTCS 3337 Human Resource Development for Recreation, Tourism and Community Services (editorial, department, prefix, terms offered, frequency)
- LYHS 3338/RTCS 3338 Planning Strategies in Nonprofit and Youth Agencies (editorial, prefix, terms offered)
- LYHS 3774/RTCS 3774 Conferences, Expositions and Conventions in Tourism (editorial, prefix, drop prerequisites, terms offered)
- LYHS 4116/RTCS 3777 Special Events Management (editorial, title, prefix, number, description, dropping prerequisite, terms offered)
- LYHS 4778/RTCS 3778 Community Based Tourism (editorial, department updated, prefix, number description, dropping prerequisite, terms offered, frequency)
- LYHS 3991/RTCS 3991 Philosophical Ideologies of Therapeutic recreation (editorial, department name, title, description, prefix, term)
- LYHS 4070/RTCS 4330 Research and Evaluation in Recreation, Tourism and Community Services (editorial, department name, title, prefix, change in prerequisite at undergraduate level)
- LYHS 4115/RTCS 4310 Areas and Facilities in Recreation, Tourism and Community Services (editorial, department name, title, description, prefix, change in prerequisite at undergraduate level)
- LYHS 4116/RTCS 3777 Special Events Management (editorial, department name, title, description, prefix, term)
- LYHS 4339/RTCS 4210 Nonprofit Leadership Practicum, Level II (editorial, department, prefix, number, description, prefix update of prerequisite)
- LYHS 4265/RTCS 4290 Recreation, Tourism and Community Services Field Experience (editorial, department update, prefix, number, description)
- LYHS 4265/RTCS 4290 Recreation, Tourism and Community Services Field Experience (editorial, department name, title, description, prefix)
- LYHS 4115/RTCS 4310 Areas and Facilities in Recreation, Tourism and Community Services (editorial, prefix, number, description, prerequisites, terms offered)
- LYHS 4055/RTCS 4320 Financial Resource Management in Recreation, Tourism and Community Services (editorial, department update, prefix, number, description, prerequisites, terms offered, frequency)

- LYHS 4070/RTCS 4330 Research and Evaluation in Recreation, Tourism and Community Services (editorial, prefix, number, prerequisites)
- LYHS 4080/RTCS 4340 Seminar in Recreation, Tourism and Community Services (substantive, prefix, number, description, credit hours)
- LYHS 4095/RTCS 4510 Internship in Recreation, Tourism and Community Services (editorial, prefix, number, description, credit hours, prerequisite prefix and number updated)
- LYHS 4090/RTCS 4520 Senior Project in Recreation, Tourism and Community Services (editorial, title, prefix, number, credit hours, description, prerequisite prefix and number updated)
- LYHS 4552/RTCS 4552 Theory and Practice of Outdoor Education (editorial, title, prefix)
- LYHS 4553/RTCS 4553 Trends and Issues in Outdoor Recreation (editorial, prefix, term offered)
- LYHS 4554/RTCS 4554 Managing Recreation Impacts on the Natural Environment (editorial, prefix, description, frequency)
- LYHS 4556/RTCS 4556 History of Outdoor Recreation (editorial, department name, prefix)
- LYHS 4621/RTCS 4621 Camp Staff Development (editorial, prefix)
- LYHS 4623/RTCS 4623 Field Experience in Camp Counseling (editorial, department name, prefix)
- LYHS 4625/RTCS 4625 Camp Management Systems (editorial, department name, prefix)
- LYHS 4776/RTCS 4776 Eco, Adventure and Sport Tourism (editorial, department name, prefix, description, change in prerequisite, term offered)
- LYHS 4778/RTCS 3778 Community Based Tourism (editorial, department name, title, description, prefix, term)
- LYHS 4779/ RTCS 4779 Community Planning Workshop (editorial, prefix, term offered)
- LYHS 4995/RTCS 4995 Assessment, Programming and Evaluation in Therapeutic Recreation (editorial, department, prefix, description, undergraduate prerequisites, term offered)
- LYHS 4996/RTCS 4996 Intervention Techniques in Therapeutic Recreation (editorial, department name, prefix, description, undergraduate prerequisite requirements, term offered)
- LYHS 4997/RTCS 4997 Administrative Practices in Therapeutic Recreation (editorial, department name, prefix, description, undergraduate prerequisites, term offered)

M. Fienup had a question regarding RTCS 3120 in the Aquatics Certificate: M. Fienup pointed out that RTCS 3120 has 9 hours of RTCS 21xx as prerequisites. The program does not require 9 hours of RTCS 21xx courses so they are hidden prerequisites and need to be added to the certificate.

O. Grybovych stated the plan is to change the prerequisite of 9 credits to 6 credits of RTCS 21xx. This will still increase the certificate by 3 more hours. D Wallace asked if any 2xxx will work or only 21xx. O. Grybovych confirmed 21xx is the appropriate format.

M. Fienup commented workshops should be listed as PEMES 3133 not PEMES 3130. S. Riehl asked to table the Aquatics Certificate to the clean-up session to give the department time to plan for the revisions. O. Grybovych agreed to bring it to the clean-up meeting.

Non-Profit Certificate. M. Fienup stated a similar problem with RTCS 3110. It has 9 credits of 21xx required O. Grybovych stated that too will be going to 6 credits of 21xx. O. Grybovych stated she would like to pull the certificate and bring it back to clean-up meeting.

Outdoor Recreation Certificate, M. Fienup highlighted that AT 1018, has a prerequisite of PEMES 2024 or PEMES 2050 which would increase the certificate credit hours. O. Grybovych asked to pull the certificate from the meeting and revisit at the clean-up meeting.

Tourism Certificate. M. Fienup identified that RTCS 3130 requires 9 credits of RTCS 21xx credits. Since all certificates have a similar problem, O. Grybovych requested to pull all certificates from the agenda and revisit at the clean-up meeting.

HLTHPRO-BA: Public Health and Education major S. Riehl stated that STAT 1772 is a prerequisite for HPE 4373. HPE 4373 is required in 4 of the 5 tracks therefore STAT 1772 should be listed within those majors and increase the total hours for the majors.

S. Riehl pointed out that the fifth track; Environmental Health: Science Intensive; has HPE 4580 as an elective option. HPE 4580 does require STAT 1772 as a prerequisite, therefore the course should be asterisked to state the prerequisite. PSYCH 2201 is an elective course and should be asterisked to note there is a prerequisite. Registrar's Office will work to correctly format.

LYHS BA – M. Fienup had a question about 4300 courses that need 3 hours of 31xx as a prerequisite. O. Grybovych reviewed the curriculum changes and explained that courses in the revised major will have electives under the number of 21xx, 31xx, 43xx, and 45xx options so prerequisites will be met as a part of the major.

LYHS-Minor regarding RTCS 3110, RTCS 3120 and RTCS 3130 S. Riehl initial question was that they have prerequisite of 9 hours of 21xx, but the minor only requires 6 hours of 21xx. Now that they are changing to 6 hours of 21xx as a prerequisite the minor is okay.

O. Grybovych explained that RTCS will be going back to LYHS. All other changes will stay. P. Pease explained the name change of department needed to be done at the first meeting in order to go to the Board of Regents. Since it didn't make that deadline it will be in next year's curriculum cycle. O. Grybovych explained they had a proposed department name and prefix change but the advisory committee recommended non-profit be added to the title. P. Pease stated that the prefix can happen automatically once the title change is approved. O. Grybovych stated the new proposal will be RTNL Recreation, Tourism and Nonprofit Leadership.

O. Grybovych reviewed that their original LYHS BA proposal had the major increasing from 56 to 60 credit hours. The reviewers from the pre-meeting expressed that as a concern. O. Grybovych reviewed with her faculty and now the proposal is a 54 credit hour major. Rather than requiring all 6 of the 2xxx foundation courses, students can select 4 out of 6 courses. O. Grybovych added the new configuration would give students more options to pursue certificates.

It was recommended that course RTCS 4340 Seminar in Recreation, Tourism and Community Services is proposed to change from credit hour range of 1-2 credits to 3 credits. The department may want to change the range from 1-3 credits so they can offer courses that could fit the old and new curriculum.

Similar recommendation was given for RTCS 4510. It may be best to list in a range from 1-12 so that it can be offered for old curriculum and new curriculum students.

P. Pease asked if people are comfortable voting on parts of this packet due to the variety of changes. K. Basom stated he was initially concerned, but after further discussion is now comfortable with the proposals discussed.

T. Gabriele stated his concern with adding new courses without any drops. D. Wallace confirmed that every four years the Registrar's Office reviews non-offered courses. C. Curran stated that Special Education had to do a similar process, introduce new courses and then drop old courses once students on older major plans had graduated.

School-Age Care Leadership Certificate: M. Fienup commented that RTCS 4290, RTCS 4623 and RTCS 4625 are all listed as 1-12 hours. What is actually needed for the certificate. O. Grybovych stated they are for Camp Adventure students; 15 total credits are needed and they can be mixed and match. M Fienup asked if it is manageable. D. Wallace stated it can be managed in advisement but may want to add some

language that would assist the student in how to complete the courses. C. Curran added that the credits are often tied to the amount of time they are on the internship with Camp Adventure.

P. Pease asked if we can approve the package or if we should table it all to the clean-up. T. Gabriele clarified School-Age Care Leadership Certificate can be voted on.

S. Riehl referred to the course description for HPE 1099. The description doesn't match the new tracks, emphasis areas for the major. S. Riehl highlighted that the description states there are four emphasis areas but lists five possible tracks. The language of how things are described is different in the course description and the major. D. Wallace was asked if 1099 was a common number. D. Wallace clarified that it is not a common course number but would help if it was a different number that is not so close to the common number. M. Fienup stated that some of the language in the description is commentary and not typical of a course description. O. Grybovych will clarify the description details and bring to clean-up meeting.

Regarding HPE 4667, J. Zhu asked why the change in terms offered is going to variable when it is a required course for the major. O. Grybovych stated that it should be change from Fall to Even Springs. She will work with Registrar's Office to update.

D. Wallace confirmed with O. Grybovych that at a previous meeting and email LYHS 2020, LYHS 3030, LYHS 3121, LYHS 3337, LYHS 3774, and LYHS 3338 should be shredded. O. Grybovych confirmed

RTCS 2110 – S. Riehl stated this course seems to be a new course, not an edit of the previous course. O. Grybovych explained that the introductory course is not being offered any more, the content is being added to other foundational courses and the remaining content is in RTCS 2110. S. Riehl stated her interpretation is that they are not the same course, and it may be best to create a new course. D. Wallace asked if LYHS 2010 will need to be offered for current students. O. Grybovych stated after spring 2019 they should no longer need to offer LYHS 2010. D. Wallace stated the Registrar's Office can create a new course proposal for RTCS 2110 instead of using the edited proposal. D. Wallace asked if the new course proposal will need more approvals or could it be voted to be approved as a new course at the UCC level.

P. Pease acknowledged that some UCC voting members need to leave so do we want to vote on what we have discussed or bring them all back to a clean-up meeting. D. Wallace stated the Registrar's Office can meet with O. Grybovych and create a grid to summarize the changes. P. Pease stated we'd need to determine a second clean-up meeting date that is devoted to the Department of Health, Recreation & Community Services proposals.

F. Fienup moved to postpone the Department of Health, Recreation & Community Services proposals to a future clean-up meeting. T. Gabriele seconded.

Chair Pease called for a vote on the motion to postpone voting on the curriculum packet of the Department of Health, Recreation & Community Services. Motion carried unanimously.

J. Smothers asked if we can remove RTCS from the proposals since the prefix change is not moving forward. S. Riehl stated it is helpful how it is currently listed. D. Wallace stated it will remain as it is. The Registrar's Office will work with O. Grybovych on a grid to help present the changes at a future meeting.

VII. **Next Meeting – Wednesday, September 26, 3:00pm – Presidential Room --MAU**

Chair Pease stated the next meeting would be **3:00 p.m., Wednesday, September 26 in Presidential Room, Maucker Union**, at which time the CHAS-HFA Curriculum packets will be discussed.

D. Hakes motioned to adjourn. T. Gabriele seconded.

The meeting adjourned at 4:58 p.m.

Respectfully submitted,

Joan Smothers

Office of the Registrar

jps

cc: UCC

Guests