

**COLLEGE AND GRADUATE SCHOOL OF EDUCATION, HEALTH, AND HUMAN SERVICES**

**EHHS CURRICULCOMMITTEE**

**Sept. 16, 2011**

Attending: Tracy Lara, FLA; Christa Boske, FLA; Natalie Caine-Bish, HS; Angela Ridgel, HS; Courtney Vierstra, LDES; Davison Mupinga, TLC; Belinda Zimmerman, TLC; Lori Wilfong, RC; Joanne Arhar, Undergraduate Education; Nancy Barbour, Graduate Education; Kathy Zarges, VOSS

Absent: Lynne Guillot-Miller, LDES; Nancy Miller, Graduate Studies

Guests: Drew Tiene, LDES; Larry Froehlich, LDES; Chris Was, LDES; Ann Morison, LDES; Michelle Norris, Professional Development

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| **AGENDA ITEM** | **DISCUSSION** | **ACTION TAKEN** |
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| Joanne Arhar and Nancy Barbour | **Welcome and introductions** |  |
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|  | **Review and approval of April 2011 minutes** | Motion to approve by Lori Wilfong; seconded by Natalie Caine-Bish; approved by unanimous vote |
| **INFORMATION/DISCUSSION ITEMS** | | |
| New Curriculum Committee structure (Nancy and Joanne) | The college curriculum committee structure has been changed this year as follows:   * Two members per school and one regional campus member * Two year terms * Nine total members with a quorum of seven   Nancy shared that it has been difficult to find faculty members to serve because of time constraints and this will hopefully help. She thanked the committee members and shared appreciation for their service. | No action needed. |
| Curriculum Information Update (Susan Augustine) | Susan gave the committee a brief update on curriculum activities and reminded them of the meeting calendar online. Of particular importance was the Experiential Learning Requirement (ELR) designation that program areas need to make to appropriate coursework. There will be a significant number (over 38) of courses which will need curriculum approval at the school level for this designation. Susan asked the committee how it would be received by this committee – as an information item or an action item. The paperwork will all arrive at the October 2011 curriculum committee meeting, creating the need for a larger room and clarification of the committee’s role in processing the paperwork. After some discussion, it was agreed that program coordinators would be invited to the meeting to present their course paperwork and that if some people could not attend, they would be asked for a cell phone number to use if any questions need answered. The paperwork must pass be forwarded to URCC by their Nov. meeting date. | Motion to request that each area have someone available to answer questions via telephone was made by Natalie Caine-Bish and seconded by Angela Ridgell; approved by unanimous vote |
| Online Course Evaluation System (Nancy) | Nancy shared with the committee that Jason Piatt, Director of Technology and Instructional Resources, is developing an evaluation system for online courses. The goal is to develop an assessment system that ensures courses are adhering to an established quality of standards. The curriculum committee will receive more information about the proposed evaluation system in the future. | No action needed |
| LDES Professional Development Workshop (Undergraduate/Graduate) | [Understanding the Mind/Body Connection](http://www.kent.edu/ehhs/councils/curriculum/upload/UndersMind-BodyCon.pdf): A Workshop for Educators, Counselors, Psychologists and Social Workers; (undergraduate/graduate) 1 credit hour; effective Spring 2012. | Information item; no comment by committee |
| LDES Professional Development Workshop (Undergraduate/Graduate) | [Anger Control, Forgiveness, and Resilience](http://www.kent.edu/ehhs/councils/curriculum/upload/AngerControl.pdf): Advanced Methods, Techniques, and Strategies for Classroom Teachers, Counselors, Psychologists, and Social Workers (undergraduate/graduate) ; 2 credit hours; effective Spring 2012.  After the meeting, a question was raised about the number of instructional hours listed in the two credit workshop. In the course outline, 17 hours were listed. Thirty are needed for a two credit workshop. | Information item; after review, this course was returned to LDES School Curriculum Committee for further consideration and review. Michelle Norris was also notified of the issue. |
| LDES Professional Development Workshop (Graduate) | [Understanding Power and Control in Interpersonal Relationships](http://www.kent.edu/ehhs/councils/curriculum/upload/LDES-Workshp-Undstndg-Power-and-Control.pdf):  A course for educators, counselors and social workers; (graduate) 2 credit hours. | Information item; no comment by committee |
| **UNDERGRADUATE CC PROPOSALS** | | |
| LDES-ITEC 19525 (Drew Tiene) | Proposal to revise course; prerequisite change; effective Fall 2012.  Change will resolve administrative errors caused by the functions of Banner. The course current requires a C or better in the course prerequisite (Education in a Democratic Society) before students are permitted to register for this course. When taking these courses in sequence, the registration period is active before grades for the prerequisite are posted. This results in the LDES staff needing to create manual overrides for students to register for class. While the students will be able to register for the course without the required C, teacher education students will be screened for the needed grade prior to acceptance into Advanced Study. The course will also be open to any students who have taken or are taking Education in a Democratic Society. | Motion to approve by Courtney Vierstra; seconded by Davison Mupinga; approved by unanimous vote |
| LDES-EPSY 29525 (Drew Tiene and Chris Was) | Revise course; prerequisite changes; effective Fall 2012.  1. Change will resolve administrative errors caused by the functions of Banner. The course current requires a C or better in the course prerequisite (Education in a Democratic Society) before students are permitted to register for this course. When taking these courses in sequence, the registration period is active before grades for the prerequisite are posted. This results in the LDES staff needing to create manual overrides for students to register for class. While the students will be able to register for the course without the required C, teacher education students will be screened for the needed grade prior to acceptance into Advanced Study. The course will also be open to any students who have taken or are taking Education in a Democratic Society.  2. Research requirement for course. The course revision contains a proposed research requirement which was of concern to regional campus faculty. They felt that, as written, the research component reduced regional campus students’ options for participation in an unreasonable manner. An alternative was suggested that would broaden the research requirement. Discussion included a reminder that when developing course criteria, consultation with others who are impacted by the criteria is needed. It was as also noted by one committee member that a requirement which requires undergraduate students to participate in a research study as subjects may not be ethical.  After discussion, Chris Was asked that the proposal be tabled until he could meet with regional campus faculty to develop more appropriate language for the proposal. | Motion to table the proposal by Natalie Caine-Bish; seconded by Davison Mupinga; approved by unanimous vote |
| LDES-CHDS 37900 (Larry Froehlich)  LDES-CHDS 47900 | Revise course; changes in course content, credit hours, description, subject, title and title abbreviation; effective Fall 2012.  These courses were originally developed to support the Bachelor of Applied Students program and used only on regional campuses. That program has now changed to the name Bachelor of Technical and Applied Studies. This proposal changes the course subject designation. The courses have always been regional campus courses so there are no financial implications. | Motion to approve the proposal by Tracy Lara; seconded by Davison Mupinga; approved by unanimous vote |
| **GRADUATE CC PROPOSALS** | | |
|  | No graduate proposals. |  |

Recorded by Hilda Pettit

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