

Bloomsburg University
Curriculum Committee

Minutes of the
2013 – 2014
Academic Year

**BLOOMSBURG UNIVERSITY
CURRICULUM COMMITTEE**

Minutes of the 2013 – 2014 Academic Year

TABLE OF CONTENTS

Contents

BUCC Membership Roster 2
BUCC Minutes September 4, 2013 Meeting 3
BUCC Minutes September 18, 2013 Meeting 6
BUCC Minutes October 9, 2013 Meeting 9
BUCC Minutes October 16, 2013 Open Forum Meeting 12
BUCC Minutes November 6, 2013 Meeting 14
BUCC Minutes November 20, 2013 Meeting 17
Approved 1-29-14 19
BUCC Minutes December 4, 2013 Meeting 19
BUCC Minutes January 29, 2014 Meeting 25
BUCC Minutes March 5, 2014 Meeting 27
BUCC Minutes March 12, 2014 Open Forum Meeting 28
BUCC Minutes April 2, 2014 30
BUCC Minutes April 16, 2014 34
BUCC Minutes April 30, 2014 41
BUCC Minutes May 7, 2014 44

BUCC Membership Roster 2013 - 2014

Members

<u>Members</u>	<u>Department</u>
Bruce Candlish, Chair	Music, Dance and Theatre Arts
Michael Coffta	Library
Frank D'Angelo	Early Childhood and Adolescent Ed
Monica Favia	Business Marketing
Marika Handakas	Developmental Instruction
Marion Mason	Psychology
Janet Reynolds Bodenman	Communication Studies
John Riley	Math, Computer Science, Statistics
Michael Shepard	Environmental, Geographical & Geological Sciences
Toni Trumbo-Bell	Chemistry

College Curriculum Committee Representatives

Betina Entzminger, Liberal Arts	English
Mark Bauman, Education	Educational Studies and Secondary Ed
Mark Usry, Business	Business Education and Information & Technology Management
Noah Wasielewski, Science and Technology	Exercise Science

BUCC Minutes September 4, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 363rd session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, September 4, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, Marion Mason, John Riley, Michael Coffta, Frank D'Angelo, Toni Trumbo-Bell, Monica Favia, Janet Reynolds Bodenman, Marika Handakas, Betina Entzminger, Mark Usry and Michael Shepard.

1. Approval of the Agenda of September 4, 2013 (363rd session)

John Riley moved to approve the Agenda; seconded by Toni Trumbo-Bell. John Riley moved to amend the agenda to add a motion he has prepared relating to the Omnibus form as item 6; seconded by Toni Trumbo-Bell. Motion to approve the amendment passed by voice vote. Toni Trumbo-Bell moved to amend the agenda to add as item 7, a discussion on reaffirming class sizes to previously passed proposals as requested by Steve Kokoska; seconded by Marika Handakas. Motion to amend the agenda to include class size discussion passed by voice vote. Open discussion will now be item #8.

Motion to approve the amended agenda passed by voice vote.

2. Approval of the Minutes of May 8, 2013 (361st session)

Approval of the Minutes of May 15, 2013 (362nd session)

John Riley moved to approve the Minutes of May 8th and May 15th; seconded by Toni Trumbo-Bell.

Motion to approve both meeting minutes passed by voice vote with one abstention.

3. Chair Remarks

- Bruce Candlish, chair, thanked the committee for their support.
- All members introduced themselves.
- B. Candlish reported the BUCC Bylaws, as revised in the spring, will be included in the APSCUF Fall election to be held October 8th and 9th. Passing of the Bylaws needs the approval of the majority of all faculty. If someone doesn't vote, that is recorded as a "no". Please encourage your colleagues to vote.

4. Course Proposals

A. Business Education and Information and Technology Management

i. General Education, Distance Ed., BUSED 333 Business Communication & Report Writing

John Riley moved to approve BUSED 333 for course content change and general education; seconded by Toni Trumbo-Bell.

Margaret O'Connor presented the proposal to the committee. M. O'Connor conveyed to the committee the Distance Education box is checked, however, this course was approved as distance education in 2010.

Members requested the effective date be updated from the Fall 2013, revise Q2 to read "...prepare them for business positions related to their majors", revise SLO#2 to read, "write using correct syntax and mechanics".

John Riley moved to amend SLO#2 to read, “write with correct syntax and mechanics”; seconded by Toni Trumbo-Bell. Motion to amend SLO#2 passed by voice vote.

Michael Coffta moved to revise the sentence in the paragraph under #11 to read: “Students do hands on research on multiple topics...”; seconded by Toni Trumbo-Bell.

Motion to revise the sentence passed by voice vote.

Motion to approve BUSSED 333 for general education and content with the amendments, passed by voice vote.

B. Instructional Technology

- i. New Course, Distance Ed., INSTTECH 599 Instructional Technology Transfer
Toni Trumbo-Bell moved to approve INSTTECH 599 as a new graduate course; seconded by Marika Handakas.
Mary Nicholson presented the proposal to the committee. M. Nicholson explained the Assistant Registrar indicated there is no need for this proposal. This is the typical process. T. Trumbo-Bell withdrew her motion. M. Nicholson will work with the Registrar’s office.
- ii. Dual Listing, Distance Ed., INSTTECH 565 Leading Co-Located and Virtual Teams
Toni Trumbo-Bell moved to approve INSTTECH 565 as a dual listed graduate level course; seconded by Monica Favia.
Mary Nicholson presented the proposal. INSTTECH 465 (the undergraduate course to be dual listed with INSTTECH 565) was previously approved. Members questioned criteria for a course dual listed and the difference(s) from the undergraduate versus the graduate course.
Betina Entzminger moved to expand Q2 to include the difference(s) from the graduate course versus the undergraduate course; seconded by Toni Trumbo-Bell.
Motion to amend Q2 to reflect the differences in the grad course versus the undergrad course passed by voice vote with one opposition.
Toni Trumbo-Bell moved to strike ~~Demonstrate an ability to~~ and begin with the verb in SLOs 7 and 9; seconded by John Riley.
Motion to strike wording in SLOs 7 and 9 passed by voice vote.
Motion to approve INSTTECH 565 with the amendments passed by voice vote with one opposition and one abstention.

Toni Trumbo-Bell moved to instruct the BUCC chair to converse with the Grad Council of any criteria on the differences of grad courses verses undergraduate course in the dual listing courses; seconded by Marion Mason.
Motion to discuss the differences in grad courses versus undergraduate courses with the Grad Council passed by voice vote.

C. Exceptionality Programs

- i. Dual Listing SPECED 449/544 Academic Assessment for Instruction
John Riley moved to approve dual listing SPECED 449/544; seconded by Monica Favia.

Tim Knoster presented the proposal and the differences in the undergraduate course and the graduate course.

Members questioned the differences in course numbers. T. Knoster reported the undergraduate course was approved prior to 544. Course number 549 was unavailable at the time.

Toni Trumbo-Bell moved to rewrite the Short Title of the Proposal and Q1 to reflect the purpose of the proposal; seconded by Marion Mason.

Motion to rewrite the Short Title and Q1 passed by voice vote.

Motion to approve SPECED 449/544 with the amendments passed by voice vote with 1 opposition and 1 abstention.

5. Quality Matters presentation

Regina Bobak provided a power point presentation to the committee on Quality Matters relating to creating online courses. Quality Matters is a faculty center peer review approach to approving courses. Course designers and reviewers follow the QM Rubric. Bloomsburg University's distance education courses will undergo an internal review using the rubric, revise if needed, and be submitted for an external review. Reviewers are faculty that have gone through the Quality Matters training, which is comprised of two, two-week long courses.

6. Omnibus Form discussion

John Riley moved the following: "Until further notice, the Omnibus Form on the public (S:) drive – **Omnibus rev 2013.docs** – which expired 6-1-2013 may be used for curriculum proposals."; seconded by Toni Trumbo-Bell.

Sheila Jones and members voiced their discontent with the lack of administration representation at this meeting. Discussion continued with the focus on the absence of an approved updated Omnibus Form. Curriculum cannot be assessed without the use of the revised Omnibus form and accompanying PRP.

Monica Favia called the question; seconded by Toni Trumbo-Bell. Motion to call the question passed with a show of hands 9 in favor, 2 opposed.

Motion to use the expired 2013 form until the revised form is approved failed by show of hands; 4 in favor, 5 opposed.

John Riley commented to the committee by this vote, the committee has decided to make further curriculum progress impossible.

Betina Entzminger moved to notify faculty that BUCC cannot consider any new proposals until Administration moves on the new Omnibus Form that has been previously submitted; seconded by Monica Favia.

John Riley reminded everyone proposals started in the Spring will be accepted, however, no new proposals can be started under this motion. Members discussed the pros and cons to this motion. John Riley and Frank D'Angelo expressed their distress in supporting this motion as this will affect the students.

Toni Trumbo-Bell moved the question. There was no seconder.

Michael Shepard moved to Table the motion until the next BUCC meeting.

Motion to table the motion passed by show of hands. The Provost will be informed of the motion and BUCC will act upon this at the next meeting if needed.

Bruce Candlish will communicate this with the Provost and also notify the President. Janet Bodenman requested the BUCC Chair to communicate this in person rather than in email as that

may not be read. Toni Bell suggested the revisions be highlighted for ease in identifying the differences.

7. Class Size discussion

Steve Kokoska requested the BUCC consider reaffirming class sizes on all previous proposals. Steve Kokoska was not present at the meeting to clarify the request. Bruce Candlish surmised this is as a result of the contract language that has changed which now gives faculty a voice in class sizes.

Toni Trumbo-Bell moved to reaffirm the class sizes as stated on the Master Course Syllabus for all courses that are now passed and active or inactive; seconded by Mark Usry.

Discussion focused on the subject of administration increasing class sizes. It was stated that if administration places more students in the class than has been approved on the master course syllabus, their reasoning for doing so must be submitted in writing within 30 days.

Monica Favia called the question; seconded by John Riley.

Motion to call the question passed by voice vote.

Motion to reaffirm class sizes passed by voice vote with 2 abstentions.

8. Open Forum

Items for Open Forum will be discussed at the next meeting.

The meeting adjourned at 5:05 PM

BUCC Minutes September 18, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 364th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, September 18, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, Marion Mason, John Riley, Michael Coffta, Frank D'Angelo, Toni Trumbo-Bell, Monica Favia, Janet Reynolds Bodenman, Marika Handakas, Betina Entzminger, Johan Van Der Jagt for Mark Bauman, Robert Marande, Maggie O'Connor representing the College of Ed Curriculum Committee, and Michael Shepard.

1. Approval of the Agenda of September 18, 2013 (364th session)

Toni Trumbo-Bell moved to approve the Agenda; seconded by Monica Favia.

Motion to approve the agenda passed by voice vote.

2. Approval of the Minutes of September 4, 2013 (363rd session)

John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell.

Motion to approve the minutes passed by voice vote.

3. Chair Remarks

- Bruce Candlish met with the Provost and explained the changes on the Omnibus. The Provost made a slight change. The Omnibus will be distributed after the BUCC has reviewed the Omnibus at today's meeting.
- The Provost is comparing PRP 3230 and PRP 3233 to the BOG policies.
- The Provost has assigned Dr. Marande with assembling a working group to review all PRPs.
- Bruce Candlish was approached on the subject of experimental course vs. online course in the winter session. An online course can be offered experimentally twice before going through the policy. The intent of the policy appears to allow an online course to be offered experimentally.
- A review of PRPs and Graduate Council policies by Bruce Candlish and Bob Gates to ascertain any written policies on the differences between graduate sections and undergraduate session of dual listing courses turned up to be non-existent. Bob Gates will address this at the October Graduate Council meeting to compose written policy.
- Dr. Marande reported Dr. Blake is in the process of reviewing PRP 3602 and PRP 3870 and comparing them to BOG policy.
- Dr. Marande informed the committee several proposals passed by the BUCC in the Spring were returned to the respective Dean to justify the recommended class size. Dr. Marande asked BUCC to review class size justifications when reviewing proposals. Toni Trumbo-Bell thanked Dr. Marande for the feedback.

4. Omnibus Form

- A. PRP 3230
- B. PRP 3233

Toni Trumbo-Bell moved to endorse the revisions by the Provost to the Omnibus Form; seconded by Marika Handakas.

Motion to endorse the revisions by the Provost to the Omnibus form passed by voice vote.

5. BUCC Bylaws

Dr. Calhoun and Dr. Wilcox indicated the proposed Bylaws do not conform to current practice.

Amending the Bylaws now would not allow enough time for faculty review prior to the Fall election.

John Riley moved the BUCC withdraw the proposed BUCC Bylaws from the Fall election; seconded by Monica Favia.

Motion to withdraw the proposed BUCC Bylaws from the Fall election passed by voice vote.

John Riley moved the BUCC Chairperson prepare a revised version of the Bylaws for consideration in consultation with whomever he wishes within two months; seconded by Toni Trumbo-Bell.

Motion directing the BUCC Chair revise the BUCC Bylaws within two months passed by voice vote.

6. Open Forum

John Riley requested a follow-up from the Provost's office relative to the BUCC's request in the Spring semester regarding preferential scheduling. Dr. Marande reported there are approximately 1,340 undergraduate students that are eligible. Approximately 14.5% are eligible for preferential scheduling with approximately 12% of the eligible students taking advantage of the preferential scheduling. Athletes were the last to be granted preferential scheduling via memo from Dr. Jessica Kozloff, former BU President. There is no found record of the other groups' authorization.

Members discussed the numbers presented and concluded that the percentage seems low. Dr. Marande will confirm with Joseph Kissell. Dr. Marande raised the issue that students granted preferential scheduling still need to schedule. The problem lies with the lack of offered sections of courses.

Dr. Marande reported the attrition rate of freshmen is 8% and 15% for sophomores, juniors and seniors. Marika Handakas reported her office called all students who did not have a Fall schedule to survey the reasons for not returning. The majority of those who answered indicated they couldn't get into the major they wanted.

Toni Trumbo-Bell moved Enrollment Management and the Office of the Provost investigate the reasons for students being unable to schedule the classes they need and report their findings at the Forum.

The motion failed for lack of second.

Monica Favia moved the BUCC Chair discuss the reasons for students being unable to schedule the classes they need with the Provost.

The motion failed for lack of second.

Bruce Candlish summarized there is a perception among the BUCC that priority scheduling is preventing students from maintaining and proceeding through their program and that it is not within BUCCs purview to collect the data to verify or dispute the perception. Dr. Marande will discuss this with the Provost and Enrollment Management Committee and report back to the BUCC.

The meeting adjourned at 4:14 PM.

BUCC Minutes October 9, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 365th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, October 9, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Mark Usry, Cherie Roberts for Frank D'Angelo, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Noah Wasielewski, Mark Bauman, Rand Martin for Monica Favia, Christopher Lamar, Marion Mason, and Marika Handakas at 3:25.

1. Approval of the Agenda of October 9, 2013 (365th session)
John Riley moved to approve the Agenda; seconded by Noah Wasielewski.
Motion to approve the agenda passed by voice vote.
2. Approval of the Minutes of September 18, 2013 (364th session)
John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell.
Motion to approve the minutes passed by voice vote.
3. Chair Remarks
 - Next BUCC meeting is an open forum session. Please send any agenda items to Bruce Candlish. Bruce will send an everyone email informing the University Community of the open session and request agenda items.
 - Dr. Marande reported experimental Omnibus forms have been signed with the exception of a few that have been returned to justify class size and resources needed.
4. Course Proposals
 - A. Biological and Allied Health
 - i. General Education – BIOLOGY 290 Writing in Biology
John Riley moved to approve BIOLOGY 290 for 2 GEPs toward Goal 1 Communication and 1 GEP toward Goal 2 Information Literacy; seconded by Toni Trumbo-Bell.
Joe Ardizzi presented the proposal.
Marion Mason questioned the missing prerequisite information in the catalog description. The BUCC had a discussion about this previously and since the Registrar's Office includes that information in their writing of the catalog description, proposals without that information will not be delayed for not including this.
Motion to approve BIOLOGY 290 for 2 GEPs toward Goal 1 Communication and 1 GEP toward Goal 2 Information Literacy passed unanimously by voice vote.

- B. Languages and Cultures
- i. General Education – SPANISH 402 Advanced Conversation
John Riley moved to approve SPANISH 402 for 1 GEP toward Goal 1 Communication and 1 GEP toward Goal 4 Cultures and Diversity; seconded by Toni Trumbo-Bell.
Chris Donahue presented the proposal.
Members questioned why only 1 GEP in Communication. Dr. Donahue indicated majors taking this course will have had earned GEPs in this category already.
Members requested the change in effective semester date and include a rationale for the class size.
Betina Entzminger moved to request the rationale for class size be included in the Methods section of the proposal; seconded by Mark Bauman.
Toni Trumbo-Bell questioned whether or not we need the justification since the course was previously approved. Members agreed it is needed as there is a CBA issue now.
Motion to approve the request for the rationale for class size be included in the Methods section of the proposal passed by voice vote.
Toni Trumbo-Bell requested all College Curriculum Committee chairs report the need for class size rationale on any existing course when it is being revised to their colleges.
Motion to approve SPANISH 402 for 1 GEP toward Goal 1 Communication and 1 GEP toward Goal 4 Cultures and Diversity with the revisions, passed by voice vote.
- C. Art and Art History
- i. General Education ARTHSTRY 355 History of Modern Art
 - ii. General Education ARTHSTRY 357 Contemporary Art
 - iii. General Education ARTHSTRY 360 Women, Art, and Society
- John Riley moved to approve ARTHSTRY 355 History of Modern Art, ARTHSTRY 357 Contemporary Art and ARTHSTRY 360 Women, Art, and Society each for 3 GEPs toward Goal 7 Arts and Humanities; seconded by Toni Trumbo-Bell.
Nogin Chung presented the proposals.
Members discussed the rationale provided for the class size justification.
John Riley moved to revise #10 Methods in all three proposals to read: *Facilitate discussion and adequate attention to writing about art*; seconded by Toni Trumbo-Bell.
Motion to amend #10 methods passed by voice vote.
Motion to approve ARTHSTRY 355 History of Modern Art, ARTHSTRY 357 Contemporary Art and ARTHSTRY 360 Women, Art, and Society each for 3 GEPs toward Goal 7 Arts and Humanities with the revision in each proposal passed by voice vote.
- D. Math, Computer Science and Statistics
- i. New Course DIGFOR 318 Forensic Analysis of Small Devices

John Riley moved to approve DIGFOR 318 Forensic Analysis of Small Devices as a new course; seconded by Toni Trumbo-Bell.

John Riley presented the proposal.

Members requested the effective semester be updated and to uncheck all boxes on the Omnibus form with the exception of the New Course box.

Motion to approve DIGFOR 318 Forensic Analysis of Small Devices as a new course with the revisions passed by voice vote.

E. Environmental, Geographical and Geological Sciences

i. New Course – EGGs 330 Special Topics in Field Geology

John Riley moved to approve EGGs 330 Special Topics in Field Geology as a new course; seconded by Toni Trumbo-Bell.

Cindy Venn presented the proposal.

Motion to approve EGGs 330 Special Topics in Field Geology passed by voice vote.

ii. Elective Modifications to the EGGs Major

John Riley moved to approve the elective modifications to the EGGs major; seconded by Toni Trumbo-Bell.

Cindy Venn presented the proposal.

Motion to approve the elective modification to the EGGs major passed by voice vote.

5. PRP 3612 – First Reading (Proposed revisions by the GEC)

Ralph Feather reviewed the revisions proposed by the General Education Council.

Proposed revisions include revising language on some of the goals, removing Table 1 on page three, some editorial revisions, and removing the table at the end referring to the SLOs and Rubrics.

Toni Trumbo-Bell questioned what would happen to courses already approved for GEPs toward Goal 3 under the previous interpretation that *either/or* and not *all* of the components are satisfied. Members discussed this topic at length. There was no resolution made at this meeting.

Discussion turned to the proposed revision to Goal 9 by adding the word “or” and the consequences to the proposals previously approved. Marion Mason requested a discussion with the Exercise Science Department before voting on the proposed language of Goal 9.

Toni Trumbo-Bell suggested replacing the word “successfully” with “pass” in the first sentence under Foundation Courses.

6. Open Forum

Toni Trumbo-Bell recounted to the committee the BUCC previously revised PRP 3522 to include withdrawal/pass and withdrawal/fail but was not approved by the Provost. T. Trumbo-Bell requested the BUCC revisit this PRP in the proposed draft form at the next BUCC open meeting. There have been several incidents recently that warrant the need for this distinction in withdrawals.

John Riley asked if a student withdraws from the course, does it count toward the course repeat. PRP 3452 is not clear. Dean Brown suggested the Committee have a discussion with the Registrar on how this is currently handled. Bruce Candlish, BUCC Chair, will contact Mr. Kissell. Marika Handakas indicated the PRP includes outdated references and needs updating.

Robert Gates reported the Graduate Council met recently and addressed the dual listed course description question proposed by BUCC. The Council will discuss this further. Dr. Gates will inform the BUCC on this progress.

The meeting adjourned at 4:16 PM.

BUCC Minutes October 16, 2013 Open Forum Meeting

Bruce Candlish, Chair of the BUCC, called the 366th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, October 16, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Mark Usry, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Noah Wasielewski, Monica Favia, Christopher Lamar, Marika Handakas, Marion Mason, and Michael Shepherd.

1. Approval of the Agenda of October 16, 2013 (366th session)
Toni Trumbo-Bell moved to approve the Agenda; seconded by John Riley.
Motion to approve the agenda passed by voice vote.

2. Chair Remarks
Bruce Candlish discussed the interpretation of “the majority of the faculty” with Drue Coles as it relates to the passage of the BUCC Bylaws as they are voted upon at the annual APSCUF election. D. Coles will review for more clarity and report back to B. Candlish. Less than 50% of the faculty voted in the last election.

Bruce Candlish contacted the Registrar about the repeat policy. He will elaborate on the conversation when that agenda item is discussed.

3. Graduate Program in Public Policy and International Affairs in moratorium
This is an informational item.

4. A. PRP 3612
Discussion surrounded the proposed language in the Goals and under the Foundational Courses topic.
Toni Trumbo-Bell asked if enough data has been reviewed and justify the change in the goal language. Patricia Beyer replied a review of the assessment has not begun in that way. The language changes are to clarify the interpretation of the goals for the GEC.

John Riley suggested language for goals that would include the word “or” such as Goal 1 Communication to read: “Communicate effectively in at least one of the following...” Those goals with an “and” to read: “Apply all of the following...”

Marion Mason requested feedback from the Exercise Science Department on their opinion of Goal 9. Janet Bodenman requested notifying departments who have submitted proposals requesting GEPs toward a goal that has been revised.

Bruce Candlish stated this PRP will be on the next agenda as a second reading.

B. PRP 3452 – Undergraduate Course Repeat Policy

Bruce Candlish spoke to Joseph Kissell, Registrar, on how “Ws” are interpreted and enforced relative to repeats. Ws are not counting as a taken course because it was not completed so it does not count as one of the three times taking the course. (PaSSHE Board of Governors policy) A course may not appear on a transcript more than three times (PaSSHE directive). This does not include courses with a grade of W. However, PaSSHE gives local universities the ability to waive the restriction on the number of times a course can be taken. John Riley recommended a review and revision to the Academic Renewal Policy PRP 3361 for students who need multiple repeats. Joseph Kissell recommended language added to the policy to read: (“Any course repeat beyond the six allowable may be granted as an exception by the Dean of the College offering the course.” John Riley recommended communicating with the University Community that Ws do not count as repeats. Bruce Candlish requested the Deans present at today’s meeting communicate this to their college. B. Candlish will report this to the Dean of Liberal Arts.

C. PRP 3462 – Undergraduate Course Withdrawal

The BUCC drafted a revised version that included a 72 hour business-hour notification before the withdrawal is processed. Dr. Marande reported out of more than 16,000 withdrawals since 2009, there has been no request to rescind the withdrawal from the student, instructor, or advisor. If such a request is made, the Registrar indicated the withdrawal would be withdrawn.

D. PRP 3522 – Grades, Quality points and Quality point Averages

The BUCC drafted a revised version that included the language WP/WF which was denied by the Provost. John Riley stated the reason the WP/WF was requested is if a student was caught cheating and withdrew from the course, a grade of WF would be given. Dr. Marande stated there is a mechanism in place to deal with cheating. The faculty member must file an Academic Integrity through the Dean of Students. If the student is found guilty of cheating, the grade awarded should be that which is stated in the course syllabus through notification from the Dean to the Registrar. If the student withdrew from the course, the “W” would be changed to a grade of F. John Riley explained the process needs to be conveyed to the faculty. Joseph Kissell stated this process should be added to the policy so that it is clear to the student and faculty member.

Bruce Candlish stated the BUCC will open the Academic Integrity Policy and the Withdrawal Policy and revise to reflect the process.

5. Open Forum

Ralph Feather apologized for his late arrival.

The committee adjourned at 4:13 PM.

BUCC Minutes November 6, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 367th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, November 6, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Mark Usry, Frank D'Angelo, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Noah Wasielewski, Mark Bauman, Christopher Lamar, Marion Mason, Michael Shepherd, and Marika Handakas.

1. Approval of the Agenda of November 6, 2013 (367th session)
John Riley moved to approve the Agenda; seconded by Toni Trumbo-Bell.
Motion to approve the agenda passed by voice vote.
2. Approval of the Minutes of October 9, 2013 (365th session)
John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell. Marion Mason's name was added to the list of members present.
Motion to approve the minutes as amended passed by voice vote.
3. Approval of the Minutes of October 16, 2013 (366th session)
John Riley moved to approve the amended Minutes as proposed; seconded by Toni Trumbo Bell.
Motion to approve the amendments to the minutes passed by voice vote.
Motion to approve the minutes passed by voice vote.
4. Chair Remarks
Bruce Candlish received clarification from Drue Coles regarding the eligible faculty to vote on the BUCC Bylaws. D. Coles indicated it is BUCC's determination whether the vote is the full faculty including temps or the full permanent faculty. The BUCC will contact the election committee with that determination when the Bylaws are included in the election.
Dr. Marande reported all Omnibus forms that have been forwarded to the Provost office have been signed.
5. Course Proposals
 - A. Informational Item: Master of Education in N-K-3 into Moratorium
John Riley explained moratorium means the program exists but students are not admitted into the program. No further discussion on this item.
 - B. Mass Communications
 - i. Distance Education – MASSCOMM 120 Emergent Media in Mass Comm
 - ii. Distance Education – MASSCOMM 110 Intro to Mass CommJohn Riley moved to approve MASSCOMM 120 Emergent Media in Mass Comm and MASSCOMM 110 Intro to Mass Comm for distance education; seconded by Toni Trumbo-Bell.
David Magolis presented both proposals with Jason Genovese.
Members requested revising the justification of class size in MASSCOMM 110, and to merge the paragraphs beginning with *Due to the assessment...* under #10 Methods into the preceding paragraphs.
John Riley moved to Table the proposal; seconded by Toni Trumbo-Bell.

The Motion to table MASSCOMM 110 and MASSCOMM 120 failed by show of hands; 5 in favor and 7 opposed.

The motion to approve MASSCOMM 110 Intro to Mass Comm and MASSCOMM 120 Emergent Media in Mass Comm with the revisions passed by voice vote.

C. Audiology and Speech Pathology

i. New Course, Dual Listing – AUDSLP 492/592 English Language Learner

John Riley moved to approve AUDSLP 492/592 as a new course dual listed; seconded by Toni Trumbo-Bell.

Kim Cardimona presented the proposal.

Members discussed the request to list the course as a graduate and undergraduate listing. Michael Shepherd voiced his concern of lack of consistency in graduate/undergraduate offerings across the board. Members requested a justification for dual listing in Q2, specify which is old and which is new program sheet, Include Document R, Master Course Syllabus and Bloomsburg University information on the first page of the Master Course Syllabus, and note the supporting materials that are available in the Andruss Library with an * in #15. Dr. Marande explained dual listed courses must be offered as one course at the graduate level.

Toni Trumbo-Bell moved to table the proposal; seconded by Michael Shepherd.

The motion to table the proposal passed by show of hands; 7 in favor and 5 opposed.

D. Political Science

i. New Course – INTSTUDY 108 Forensics Practicum

John Riley moved to approve INTSTUDY 108 Forensics Practicum as a new course; seconded by Toni Trumbo-Bell.

Neil Strine presented the proposal. He is requesting the proposal be effective Fall 2013 semester. There are students on the team this semester. Students receive credit in the middle of the semester rather than in the beginning of the semester. It was brought to Dr. Strine's attention this practicum has been offered experimentally for several years.

The motion to approve INTSTUDY 108 Forensics Practicum as a new course passed by voice vote.

6. CGA Discussion

Bruce Candlish received an email on behalf of the BUCC by Ashley Wallace, President of the CGA with two concerns. The General Education Council also received the email and has responded.

1. Students feel that computer science classes should count as science credit for Group C and in the new general education program. The Committee conferred with CGA representative, Chris Lamar, to learn if this was a huge problem. C. Lamar replied not to his knowledge. This is a request of just a few students. The committee's consensus was that the BUCC cannot make any adjustments to the previous general education program, and if students want this approved under the new program, a conversation with the department offering Computer Science courses would need to occur.

2. Students feel that if the requirements of general education and both degrees can be completed in 120 credits, they should not be required to complete an additional 30 credits in order to receive a second diploma. Members discussed the following: the major is not listed on the diploma, it is a second degree not a second major, PRP 3627 states a second degree cannot be earned with less than 150 credits. Joseph Kissell

explained the 120 credits required for a degree is a PASSHE mandate. The additional 30 credits is a BU requirement.

John Riley moved the BUCC chair to communicate to the students the BUCC has discussed their concerns and are not interested in addressing either concern; seconded by Tina Entzminger.

Members asked CGA representation, Chris Lamar, if this is a significant issue to students. C. Lamar indicated this issue was significant to current juniors and seniors

John Riley withdrew his motion; accepted by Tina Entzminger.

John Riley moved the BUCC Chair communicate to the students that after discussion, the BUCC is not interested in changing the policy in regard to point #1, but will continue discussion on item 2; seconded by Michael Coffta.

Joseph Kissell recommended the BUCC charge the Office of the Registrar to gather data from other PASSHE Registrars and other peer institutions.

The motion to communicate to the CGA that the BUCC is not addressing concern #1 but to continue discussion on concern #2 passed by voice vote.

7. PRP 3612 – General Education Requirements (2nd Reading)

Mark Usry moved to approve PRP 3612 with the suggested changes; seconded by Toni Trumbo-Bell.

Toni Trumbo-Bell moved to amend Goal #9 to read just “and” instead of “and/or”; seconded by Noah Wasielewski. Members of the committee and audience members, Mindi Miller, Eric Cross, George Chamuris, Ralph Feather, and Kevin Williams discussed both sides of this motion. A suggestion was made to leave goal 9 as is but to split the GEPs.

John Riley moved the question; seconded by Toni Trumbo-Bell.

Motion to move the question passed unanimously by voice vote.

The motion to approve the amendment to the proposed changes to PRP 3612 removing the word “or” in Goal 9 so that Goal 9 will read “Participate in physical activity and evaluate the consequences of health decisions” passed by show of hands; 6 in favor, 5 opposed.

Toni Trumbo-Bell moved to amend Goal 9 to include two disciplines; seconded by Michael Shepherd.

The motion to amend PRP 3612 to require Goal 9 be met with two disciplines failed unanimously by voice vote.

The motion to approve the modified PRP 3612 as amended passed by voice vote.

Bruce Candlish thanked the General Education Council for their work on PRP 3612.

8. PRP 3452 – Undergraduate Course Repeat Policy (1st Reading)

John Riley and Bruce Candlish prepared some revisions for the Committee’s review. Bruce Candlish stated this PRP will be on the next BUCC agenda as a 1st reading.

9. Open Forum

No items

The meeting adjourned at 5:00PM.

BUCC Minutes November 20, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 368th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, November 20, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Mark Usry, Frank D'Angelo, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Gates for Robert Marande, Noah Wasielewski, Mark Bauman, Christopher Lamar, Marion Mason, Michael Shepherd, Monica Favia, and Marika Handakas.

1. Approval of the Agenda of November 20, 2013 (368th session)

John Riley moved to approve the Agenda; seconded by Michael Coffta. Toni Trumbo-Bell moved to add a discussion on Goal 9 as item #6; seconded by Frank D'Angelo. John Riley requested a reference of PRP 3612 during this discussion.

Motion to amend the Agenda passed by voice.

Motion to approve the amended agenda passed by voice vote.

2. Approval of the Minutes of November 6, 2013 (367th session)

John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell.

Motion to approve the minutes passed by voice vote with one abstention.

3. Chair Remarks

Bruce Candlish distributed an email he received from Marianna Wood requesting clarification on the effect of general education in revision of majors. After some discussion, it was concluded this item will be on the next BUCC agenda and an invitation to attend the meeting will be extended to Dr. Wood.

Dr. Gates is representing Dr. Marande and the Provost's Office at today's meeting.

4. Course Proposals

A. Exercise Science

i. General Education – EXERSCI 117 Beginning Jazz and Ballet

Toni Trumbo-Bell moved to approve EXERSCI 117 Beginning Jazz and Ballet for 2 GEPs toward Goal 9 Healthy Living; seconded by John Riley.

Sheila Kaercher presented the proposal.

Tina Entzminger moved to add class size; seconded by Toni Trumbo-Bell.

Motion to add the class size passed by voice vote.

Motion to approve EXERSCI 117 Beginning Jazz and Ballet for 2 GEPs toward Goal 9 Healthy Living with the revision passed by voice vote.

B. Chemistry

i. General Education, Course Content – CHEM 105 Intro to Forensic Science

John Riley moved to approve CHEM 105 Intro to Forensic Science for 3 GEPs toward Goal 5 Natural Sciences; seconded by Michael Shepherd.

Toni Trumbo-Bell presented the proposal.

Motion to approve CHEM 105 Intro to Forensic Science for 3 GEPs toward Goal 5 Natural Sciences passed by voice vote.

ii. General Education, Course Content –CHEM 281 Intro to Chem Lit
John Riley moved to approve CHEM 281 Intro to Chemical Literature for 1 GEP toward Goal 2 Information Literacy; seconded by Noah Wasielewski.
Toni Trumbo-Bell presented the proposal.
Members requested adding a class size justification.

Motion to approve CHEM 281 Intro to Chemical Literature for 1 GEP toward Goal 2 Information Literacy with the revision passed by voice vote.

C. Audiology and Speech Pathology

i. New Course, Dual Listing – AUDSLP 492/592 English Language Learner
Toni Trumbo-Bell moved to remove AUDSLP 492/592 from the table and place on the floor; seconded by John Riley.

Kim Cardimona presented the proposal. Dr. Cardimona informed the committee the course number 492/592 is already in use so this proposal will be changed to 497/597. John Riley moved to amend the motion to AUDSLP 497/597; seconded by Toni Trumbo-Bell.

Motion to amend the proposal number to 497/597 passed by voice vote.

Motion to approve AUDSLP 497/597 as a new course passed by voice vote.

Dr. Gates stated the Grad Council met earlier today with a focus on creating undergraduate and graduate syllabi for dual listed courses. The BUCC should start to see the newly formatted syllabi with the differences between the graduate and undergraduate courses.

5. Program-to-Program Articulation Agreement 10 GEP Endorsement

Trish Beyer presented a power point on the BOG Program-to-Program Articulation Agreement. Bloomsburg University and all other State System Schools are required to accept transfer students who come in under programs specified under the Program-to-Program Articulation Agreement at the Junior level with 30 general education credits hours. Each University has the option of requiring an additional 10 general education credit hours. A comparison of the transfer credit framework of courses taken at the Community College within the Program-to-Program Articulation Agreement and our MyCore signifies some areas in MyCore not represented; Information Literacy, Healthy Living and Citizenship. It is uncertain if they will have Cultures and Diversity, Second Language and Communication. The General Education Council is recommending the BUCC makes a recommendation to the Provost that Bloomsburg require the 10 additional GEPs from Goal 10 Citizenship; Goal 2 Information Literacy; Goal 4 Cultures and Diversity, and Goal 9 Healthy Living and any other goal needed to satisfy 10 GEPs. If students come in with these goals represented, they can satisfy the additional 10 GEPs with any goal(s). John Riley suggested amending PRP 3343 to address the Program-to-Program Articulation Agreement agreed upon by Toni Trumbo-Bell. Marion Mason suggested the BUCC revisit this again before making a recommendation to the Provost. Bruce Candlish will meet with the GEC Chair and will place PRP 3343 on the next BUCC Agenda.

6. General Education Goal 9 Discussion
Toni Trumbo-Bell moved that the BUCC agree to consider self-reported activity as physical activity; seconded by Frank D'Angelo. This motion is made after discussions with folks affected by the decision of the BUCC not to include "or" in Goal 9. Bruce Candlish distributed a written concern from Julie Petry relating to this subject with respect to dance courses not meeting the second part of the goal if using "and". Members discussed their concern of self-reporting. After discussion, Toni Trumbo-Bell withdrew the motion; agreed upon by Frank D'Angelo.
7. PRP 3452 – Undergraduate Course Repeat Policy (First Reading – continued)
This PRP will be placed on the next BUCC Agenda as a second reading.
8. BUCC Bylaws (First Reading)
Bruce Candlish thanked Bruce Wilcox and Bill Calhoun for their input in the language revision to the proposed BUCC Bylaws.
Bruce Candlish will confirm with the faculty union if adding the word "voting" to Article VII before tenured and tenure-track faculty.
9. Open Forum
Monica Favia requested clarification from the BUCC on PRP 3602 interpreting the wording "no more than 6 credits towards the minor may come from the student's major and/or certification area". The BUCC revised PRP 3602 last semester and is on the Provost's desk for comparison to the BOG policy.
Marion Mason explained to the committee her understanding is that career concentrations will not be grandfathered in as minors but the proposal to create a minor when no major exists will be expedited.

The meeting adjourned at 5:00 PM

Approved 1-29-14

BUCC Minutes December 4, 2013 Meeting

Bruce Candlish, Chair of the BUCC, called the 369th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, December 4, 2013, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Mark Usry, Frank D'Angelo, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Noah Wasielewski, Mark Bauman, Christopher Lamar, Marion Mason, Michael Shepherd, Monica Favia, and Marika Handakas.

1. Approval of the Agenda of December 4, 2013 (369th session)
John Riley moved to approve the Agenda; seconded by Toni Trumbo-Bell. Mark Usry requested the Business Education and Information & Technology Management proposal be moved to the top of the proposal review due to the presenter's schedule.
Motion to approve the amended agenda passed by voice vote.

2. Approval of the Minutes of November 20, 2013 (368th session)
 John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell. John Riley requested revising the word points in Item 5 and replacing with credit hours.
Motion to approve the minutes as amended passed by voice vote.
3. Chair Remarks
 Bruce Candlish updated the committee on his quarterly meeting with the Provost.
- PRP 3522 Grades, Quality Points and Quality Point Averages. BUCC recommended WP/WF. Withdrawals due to an integrity violation issue should be handled through the Academic Integrity process rather than a WF in the policy. Provost is unsupportive as proposed.
 - PRP 3462 Undergraduate Course Withdrawal. BUCC recommended 72 hour waiting period. Provost will investigate involving the instructor and advisor approval into the electronic withdrawal process.
 - PRP 3612 General Education Requirements. Provost will review with the President. More in depth examination into Goal 9 language particularly the “and”.
 - Program-to-Program Articulation Agreement recommendation of 10 additional credit hours. Provost has requested the formation of a working group to include representatives from Administration, Enrollment Management, GEC and BUCC for a more comprehensive review.
4. Course Proposals
- A. Business Education and Information & Technology management
- i. ITM 322 Project Management
 John Riley moved to approve ITM 322 as distance education, and change in the course syllabus; seconded by Toni Trumbo-Bell.
 Hayden Wimmer presented the proposal.
 Members requested a notation in the methods section that the course will not be taught distance education and face-to-face simultaneously.
Motion to approve ITM 322 as distance education with the recommended revision passed by voice vote.
 John Riley moved to Table the request to change the major; seconded by Toni Trumbo-Bell. The program checklist was omitted from the proposal. The Impact Statement Q4(b) should be signed.
Motion to table the request to change the major passed by voice vote.
- B. Mathematics, Computer Science and Statistics
- i. HONORS 107 Honors Math Thinking
 John Riley moved to approve HONORS 107 as a new course; seconded by Toni Trumbo-Bell.
 Curt Jones presented the proposal. Members had no questions or concerns.
Motion to approve HONORS 107 as a new course passed by voice vote.
- John Riley moved to approve HONORS 107 for 3 GEPs toward Goal 3 Analytical and Quantitative Skills; seconded by Toni Trumbo-Bell.
Motion to approve HONORS 107 for 3 GEPs toward Goal 3 Analytical and Quantitative Skills passed by voice vote.

ii. COMPSCI 320 Computer Ethics, Social Impact,, & Security

John Riley moved to approve COMPSCI 320 as a new course; seconded by Toni Trumbo-Bell.

Curt Jones presented the proposal.

Motion to approve COMPSCI 320 as a new course passed by voice vote.

C. Philosophy

i. PHIL 110 Critical Thinking

Tina Entzminger moved to approve PHIL 110 for 3 GEPs toward Goal 3 Analytical and Quantitative Skills; seconded by Mark Usry.

Scott Lowe presented the proposal.

Mike Shepherd stated he would like to see more quantitative content. Bruce Candlish cited from his accreditation organization which indicates the standard is what the standard says and the interpretation is what the current interpretation is. If it takes some time to get through, it's still what the interpretation is. Bruce Candlish explained the GEC approval 18 months ago does not affect the BUCC's decision. Toni Trumbo-Bell stated the BUCCs interpretation has been quantitative and would like to see the GEPs in a different goal. Some members indicated they would like to see this course receive some type of GEPs as a service to the students but not necessarily in Goal 3.

Motion to approve PHIL 110 Critical Thinking for 3 GEPs toward Goal 3 passed by show of hands 8 approve; 5 oppose; 1 abstention.

ii. PHIL 290 Medical Ethics

iii. PHIL 292 Contemporary Moral problems

iv. PHIL 295 Business Ethics

v. PHIL 297 Ethics

John Riley moved approval for PHIL 290, 292, 295 and 297 each for 3 GEPs toward Goal 4 Cultures and Diversity; seconded by Toni Trumbo-Bell.

Scott Lowe presented the proposals.

Mike Shepherd questioned the Goal choice for PHIL 290. Scott Lowe indicated this was the best fit as none of the goals accommodate Philosophy courses. All courses similarly dealing with how humans approach ethical questions and how they are applied to particular practices. All these courses were approved Values and Ethics courses in the previous General Education Program. The current General Education Program does not align directly to previous Values and Ethics. The decision to request Goal 4 GEPs was guided by the Value Rubrics for that Goal.

Monica Favia addressed her concern with the vague course outline. Scott Lowe replied not every instructor will cover the same content to describe the topic. Toni Trumbo-Bell indicated she was comfortable with the level of content given the discipline and the topics listed in the content.

Motion to approve PHIL 290, 292, 295 and 297 each for 3 GEPs toward Goal 4 Cultures and Diversity passed by voice vote.

D. Exceptionality

i. DEAFHH 462/562 Signing & Instructional Ed Settings

ii. DEAFHH 469/569 Instructional Practices in Deaf Ed

John Riley moved to approve DEAFHH 462/562 and 469/569 for course content; seconded by Toni Trumbo Bell.

Deb Stryker presented the proposals indicating both courses are revising the course content only.

Toni Trumbo-Bell requested the revision to the short title indicating what is being requested.

Mike Shepherd questioned the master course syllabus not clarifying the differences between the undergraduate and graduate offering as did a course approved by the BUCC at the last meeting.

Toni Trumbo-Bell moved that the methods be modified to specifically state the differences between the undergraduate and the graduate offering to follow the Graduate Council format changes; seconded by Mike Shepherd.

Marion Mason read an excerpt from the last BUCC meeting: "Dr. Gates stated the Grad Council met earlier today with a focus on creating undergraduate and graduate syllabi for dual listed courses. The BUCC should start to see the newly formatted syllabi with the differences between the graduate and undergraduate courses."

Motion to clarify the separation between the graduate and undergraduate offerings following the Graduate Council format changes failed by voice vote.

Motion to approve DEAFHH 462/562 and DEAFHH 469/569 master syllabus revisions passed by voice vote with one abstention.

5. PRP 3452 – Undergraduate Course Repeat Policy (Second Reading)

Toni Trumbo-Bell moved to approve the revisions to PRP 3452; seconded by Mark Usry.

Toni Trumbo-Bell moved to revise to read: The ~~last three~~ grades for a repeated course remain on the transcript and are part of the student's permanent record; seconded by Mark Usry.

Motion to revise sentence as stated above passed by voice vote.

Mike Shepherd moved to strike sentence beginning with "An individual course may be repeated."; seconded by Toni Trumbo-Bell.

Motion to revise as stated above passed by voice vote.

Toni Trumbo-Bell moved to strike "A course taken ~~and failed...~~"; seconded by Monica Favia. Joseph Kissell indicated the Registrar's Office does not see the prior-approval form until the course has been taken.

Motion to revise as stated above passed by voice vote.

Toni Trumbo-Bell moved to strike the entire sentence "~~A course taken and failed three times at Bloomsburg University...~~"; seconded by John Riley. John Riley added a friendly amendment to revise the sentence rather than striking it to read: "A course taken three times at Bloomsburg University may **not** be repeated at another institution..."; accepted by Toni Trumbo-Bell.

Toni Trumbo Bell requested revising as follows: A course taken three times (**defined as three non-W grades on the transcript**) at Bloomsburg University may not be repeated at another institution..."

Motion to revise the sentence as stated above passed by voice vote with one opposition.

Noah Wasiliewski moved to strike the last sentence "In this case, the most..."; seconded by Marika Handakas.

Motion to strike last sentence passed by voice vote.

John Riley moved to Table the proposal until Joseph Kissell has had an opportunity to review the revisions and to distribute a clean copy of all revisions to BUCC members; seconded by Mark Usry.

Motion to Table passed by voice vote.

6. **BUCC Bylaws (Second Reading)**
 John Riley moved the BUCC recommend the BUCC Bylaws to the faculty; seconded by Toni Trumbo-Bell.
 John Riley moved to revise the sentence under Article VII as shown; “...approved by the majority of ~~tenured and tenure-track faculty~~ faculty voting in the election, according to the faculty governance structure, and then by the university's "Meet and Discuss" Committee.” seconded by Toni Trumbo-Bell. Bruce Candlish requested a copy of the APSCUF Bylaws. The BUCC Bylaws exceeds the standard for CBA approval and for APSCUF Bylaw approval although Bruce is awaiting APSCUF response.
Motion to revise Article VII passed by voice vote.
 John Riley moved to Table the BUCC Bylaws to allow the revision to be made and a clean copy distributed to the BUCC members; seconded by Toni Trumbo-Bell.
Motion to table the BUCC Bylaws passed by voice vote.

7. **Program-to-Program Articulation Agreement**
 A. PRP 3343 – Evaluation of Transfer Credits (First Reading)
 Monica Favia recommended replacing Correspondent courses with Distance Education. John Riley recommended discussion on the Military Credit award at the second reading. Consensus of the BUCC is to wait until the Program to Program Articulation Agreement issue is resolved by the Provost before proceeding revising PRP 3343.

8. **CGA Second Degree Concern**
 Dual degree issue is a PASSHE Policy. BU’s policy is very close to PASSHE’s policy. CGA must address this issue with PASSHE. Bloomsburg University of Pennsylvania cannot require less than 30 credit hours to award a dual degree. Bruce Candlish will communicate this to the CGA.

9. **Effect of General Education on Revision of Majors**
 Bruce Candlish distributed an email he received from Marianna Wood requesting clarification of the status of courses required for the major as general education courses. (See attachment). Toni Trumbo-Bell moved that in program checklists, the phrase “required for the major” does not necessarily mean a “major requirement”; seconded by John Riley.
Motion passed by voice vote.

10. **Open Forum**
 Mark Usry requested further discussion on offering distance education and face-to-face courses simultaneously at a future BUCC meeting. Bruce Candlish asked if there were any other topics for future discussion to email the topics to him and Jill Whitenight.

The meeting adjourned at 5:00 PM

Agenda Item 9 Attachment

seeking advise of BUCC chair

Monday, November 18, 2013

6:28 PM

Subject	seeking advise of BUCC chair
From	Wood, Marianna D
To	Candlish, Bruce
Sent	Thursday, November 07, 2013 10:32 AM

Hi Bruce,

We in the bio department are reviewing our curriculum with regards to the new gen ed program. Under the old gen ed system, we specified certain gen ed courses that must be completed in some of our options (e.g., students must take Medical Ethics as their Values and Ethics course or students must take a modern foreign language at the second level or higher). What happens to these old gen ed requirements? Do we need to make a course like Medical Ethics a required cognate course like we require chemistry? Does this need "Majors Requirements" approval with department/college curriculum committee/BUCC approval? What if we want to drop a redundant requirement like the foreign language requirement for our BA degrees? Does that need "Majors Requirements" approval?

Thanks for any clarification you can

provide. Marianna

DRAFT

REPLY:

Marianna,

If a course is required, then it needs to be included in the checklist. Based on what you've explained, it would appear that Medical Ethics would be listed as a cognate course. If you have a foreign language requirement, you might want to think carefully about dropping it, as there are other options for completing Goal 8 (American Sign Language 1 is currently approved). If you require a language, it will still fulfill the GE goal.

Any change you make in your checklist does need to go through the full curriculum

process.

Regards,
Bruce Candlish

BUCC Minutes January 29, 2014 Meeting

Bruce Candlish, Chair of the BUCC, called the 370th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, January 29, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Frank D'Angelo, Toni Trumbo-Bell, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Noah Wasielewski, Ralph Feather for Mark Bauman, Marion Mason, Michael Shepherd, Monica Favia, and Marika Handakas.

1. Approval of the Agenda of January 29, 2014 (370th session)
Noah Wasielewski moved to approve the Agenda; seconded by John Riley.
Motion to approve the agenda passed by voice vote.

2. Approval of the Minutes of December 4, 2013 (369th session)
John Riley moved to approve the Minutes; seconded by Noah Wasielewski.
Motion to approve the minutes passed by voice vote.

3. Chair Remarks
Dr. Lincoln announced the Doctor of Nursing Practice Program recently received the Board of Governors' approval. The program is set to begin with the 2015 summer cohort. Dr. Lincoln expressed his gratitude to all involved in the approval process.

4. Course Proposals
 - A. Mathematics, Computer Science and Statistics
 - i. Computer Science Major revisions
John Riley moved to approve the revisions to the Computer Science Major; seconded by Toni Trumbo-Bell.
Curt Jones presented the proposal. The department is removing COMPSCI 120 and replacing it with the recently approved new course COMPSCI 320.
Committee members had no questions.
Motion to approve the revisions to the Computer Science major passed by voice vote.

 - B. English
 - i. ENGLISH 111 Language and Social Interaction – General Ed., & Course Content
John Riley moved to approve ENGLISH 111 for general education and course content revisions; seconded by Betina Entzminger.
Angelo Costanzo presented the proposal.
Committee members had no questions.
Motion to approve ENGLISH 111 Language and Social Interaction for general education and course content revisions passed by voice vote.

 - C. Chemistry
 - i. CHEM 230 – Fundamentals of Organic Chemistry course content revisions
John Riley moved to approve the course content revisions to CHEM 230; seconded by Noah Wasielewski.
Toni Trumbo-Bell presented the proposal.

John Riley commented attaching the current master course syllabus to the proposed should not set the precedent for future proposals. Members agreed it can be confusing.
Motion to approve the course content revisions to CHEM 230 passed by voice vote.

D. Business Education and Information & Technology Management

i. ITM 321 Information Technology Management: D.E., revised course content
John Riley moved to approve ITM 321 for distance education; seconded by Monica Favia.

Carolyn LaMacchia presented the proposal stating this course is required for all ITM majors and is an elective for business majors as well as the BASTL program.

Members questioned the distance education explanation. Dr. O'Connor, Chairperson of BE&I, indicated the language was written by Dr. Blake for a previous proposal of theirs. Ralph Feather moved to remove the words "be able to" in the SLO chart of item #11. The motion failed with no seconder.

Motion to approve ITM 321 for distance education passed by voice vote.

E. Developmental Study

i. DEVSTUDY 080 Introductory Algebra revise course content

ii. DEVSTUDY 090 Intermediate Algebra revise course content

John Riley moved to approve revisions to the course content of DEVSTUDY 080 Introductory Algebra and DEVSTUDY 090 Intermediate Algebra; seconded by Toni Trumbo-Bell.

Sharon Solloway presented the proposals.

Members requested revising the course number to include the alpha prefix on the master course syllabus and to provide an explanation in Q3.

Toni Trumbo-Bell moved to expand the course assessment on both proposals; seconded by Michael Coffta. Committee members suggested reviewing other approved proposals on the s:drive and/or contact the Office of Planning and Assessment for examples and assistance.

Motion to expand #14 Course Assessment passed by show of hands; 7 in favor; 6 opposed.

Betina Entzminger moved to revise the justification for recommended class sizes on both proposals; seconded by Toni Trumbo-Bell.

Motion to revise the class size justifications on both proposals passed by voice vote with one opposition.

Motion to approve DEVSTUDY 080 and 090 with the revisions passed by voice vote.

5. PRP 3452 – Undergraduate Course Repeat Policy (Second Reading continued)

John Riley moved to approve PRP 3452; seconded by Toni Trumbo-Bell.

Bruce Candlish reported Joseph Kissell, Registrar, indicated the revisions as proposed are in alignment with PASSHE policy.

John Riley moved to revise the last sentence by replacing "repeated at" with transferred from; seconded by Noah Wasielewski.

Motion to replace repeated at with transferred from passed by voice vote.

Motion to approve PRP 3452 as amended passed by voice vote with one opposition.

6. BUCC Bylaws

John Riley moved the BUCC sends the Bylaws to the APSCUF elections committee to be included for voting in the Spring election; seconded by Toni Trumbo-Bell.

Motion to forward the Bylaws to the APSCUF elections committee passed by voice vote.

7. Open Forum

- Marion Mason inquired if a department revises all their course proposals to indicate a class size that the size will be followed. Members stated per the CBA it is just a recommendation at the discretion of the President. Class size may be affected by the number of students needing the course to finish their program.
- Frank D'Angelo asked the BUCC if there were any special components the committee may be looking for reviewing a hybrid course proposal focusing on offering the course traditionally and distance education at the same time. Members requested the information be included in the methods section of the master course proposal and to refer to the CBA for the policies relating to this.

The meeting adjourned at 3:49PM.

BUCC Minutes March 5, 2014 Meeting

Bruce Candlish, Chair of the BUCC, called the 372nd session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, March 5, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Frank D'Angelo, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Carolyn LaMacchia for Mark Usry, Marion Mason, Michael Shepard, Monica Favia, Johan Van Der Jagt for Mark Bauman and Marika Handakas.

1. Approval of the Agenda of March 5, 2014 (372nd session)

John Riley moved to approve the Agenda; seconded by Monica Favia. Chair, Bruce Candlish, requested removing Item #6 Omnibus form since PRPs 3230 and 3233 are not ready for review.

Motion to approve the agenda as amended passed by voice vote.

2. Approval of the Minutes of February 19, 2013 (371st session)

John Riley moved to approve the Minutes; seconded by Betina Entzminger.

Motion to approve the minutes passed by voice vote.

3. Chair Remarks

- Joseph Kissell, Registrar, advised the Chair PASSHE policy on obtaining a second baccalaureate degree has changed. Bruce will draft language to PRP 3627 Second Baccalaureate Degree to be reviewed at a future meeting.
- PRP 3640 Academic Distinction needs clarity in what is required for honors distinction to appear on the diploma. The bar for getting academic distinction at graduation is higher than the official honors.
- Enforcement of graduation of credit hours as they are defined (Joseph Kissell informed the BUCC chair of a query, BZSR course offerings, to identify whether or not courses are meeting the current definition of credit hours.

- Encourage your colleagues to vote in the upcoming APSCUF election. The BUCC Bylaws will be on the election.
- Political Science is requiring a set of six prerequisites for all courses. The department is questioning if all those courses need to have revised master syllabi.

Peter Doerschler, faculty member in the Political Science Department, spoke on the department's inquiry as stated above. The BUCCs consensus is to prepare an Omnibus form for each course requiring the new prerequisites. This would be a good time to update all dated master course syllabi.

4. New PRP – Credit Hour Definition

Members discussed the language Bruce Candlish provided which was taken directly from Federal Law.

5. PRP 3604 – Undergraduate Graduation Requirements

Dr. Marande indicated this draft is to comply with the BOG policy. Members requested spelling out OOC and P2P, and clarity on the terms "All first baccalaureate degree students..." and "All first associate degree students". Bruce Candlish asked Dr. Marande to investigate to what extent the language can be clarified.

6. Open Forum

Monica Favia requested the BUCC have a discussion on the three options from the Provost on the language regarding class size for Omnibus forms. Members requested the language from the Provost prior to passing the information to the college curriculum committees.

Members requested a system by which the Provost notifies the BUCC which proposals she has signed and which were not signed and the reason. Bruce will discuss proposals and policies with the Provost.

The meeting adjourned at 4:00 PM.

BUCC Minutes March 12, 2014 Open Forum Meeting

Bruce Candlish, Chair of the BUCC, called the 373rd session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, March 12, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Janet Reynolds Bodenman, Betina Entzminger, Robert Marande, Carolyn LaMacchia for Mark Usry, Marion Mason, Michael Shepard, and Marika Handakas.

1. Approval of the Agenda of March 12, 2014 (373rd session)

The agenda was approved as written.

2. Chair Remarks

- Bruce Candlish congratulated those who were re-elected to the BUCC.

- Majority of the faculty did not vote in the election. As a result, the Bylaws have not been approved. Bruce Candlish suggests taking a petition to departments. BUCC to decide if “faculty” means all faculty or permanent, etc. BUCC will discuss this at the next business meeting.
- The Provost is working on PRP 3612 revisions.

3. Middle States Periodic Review Report

John Riley and Sheila Dove-Jones presented a PowerPoint summarizing the progress/accomplishments BU has made since the last Middle States visit. This is an accreditation review point. Middle States can act with a range of options from full reaccreditation without conditions to reaccreditation with a monitoring report to removal of accreditation.

The Report will be available online for review. Open Forums for public comment to be held late March/early April. Middle States liaison, Dr. Andrea Lex, will visit campus on Monday, March 24th. BUCC members have been invited to meet with Dr. Lex.

4. PRP Discussion

A. New PRP Credit Hour Definition

Bruce Candlish discussed this PRP with Dr. Blake. BUCC members did not have any comments on the policy as drafted.

B. PRP 3604 – Undergraduate Graduation Requirements

This item will be on the next BUCC agenda. John Riley questioned the interpretation of “All first associate degree students”. Dr. Marande explained per Dr. Blake, these are students who have their associate’s degree. Dr. Riley commented with that interpretation and as the policy is written, a student can graduate from Bloomsburg University with taking only 15 credits at Bloomsburg University. Dr. Lincoln explained his understanding from attending the CAO meeting where this was drafted, but not when the BOG approved, is that this is the residency requirement for associate degree programs. Joseph Kissell indicated Dr. Lincoln’s interpretation is the understanding of all PASSHE Registrars. Joseph Kissell will contact Dr. Kathleen Howley at PASSHE for interpretation clarification. John Riley requested a discussion with the Provost office for clarification on cognate courses for the Major.

C. Omnibus Form

Members discussed implementing tracking software for curriculum process.

5. Open Forum

Members discussed the need for resources (i.e. reassign time, etc.) to review master course syllabi and bring to compliance during their five-year review.

Discussion on class size recommendation. Members would like to see all proposals include class size. The committee is concerned of the lack of clarity when proposals are not approved.

The meeting adjourned at 5:00 PM.

BUCC Minutes April 2, 2014

Bruce Candlish, Chair of the BUCC, called the 374th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, April 2, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Janet Reynolds Bodenman, Robert Marande, Carolyn Lamacchia for Mark Usry, Marion Mason, Frank D'Angelo, Toni Trumbo-Bell, Noah Wasielewski, Michael Shepard, Marika Handakas Barb Wilson for Mark Bauman, and Monica Favia.

1. Approval of the Agenda of April 2, 2014 (374th session)

John Riley moved to approve the agenda; seconded by Michael Coffta.

The motion to approve the agenda as written passed by voice vote.

2. Approval of Minutes of March 5, 2014 (342nd session and March 12, 2014 (343rd session)

John Riley moved to approve the Minutes of March 5th and March 12th; seconded by Toni Trumbo-Bell.

A grammatical correction was made to the March 12th minutes.

The motion to approve the minutes of March 5th and March 12th as revised passed by voice vote.

3. Chair Remarks

- Chair election for 2014/2015 will be held at the next meeting; April 16th.
Toni Trumbo-Bell moved to contact LACC and arrange a proxy vote; seconded by John Riley. **Motion to request a proxy vote passed by voice vote.**
- Dr. Mary Nicholson will attend the next BUCC meeting to clarify distance education parameters. We may hold off discussing PRP 3230 and PRP 3233 later in this agenda until next meeting after hearing from Dr. Nicholson.
- April 30th and May 7th are two hold meeting dates on the calendar. Due to the number of proposals in the pipeline, April 30th is no longer a hold date; we will meet that day. We will discuss a future meeting date at the next BUCC meeting on April 16th. Please bring your calendars to reference.

4. Course Proposals

A. Art and Art History

- i. New Course: ARTSTDIO 293 Print/Book Design
- ii. New Course: ARTSTDIO 294 Web/Interactive Design
- iii. New Course: ARTSTDIO 394 Advanced Print/Book Design
- iv. New Course: ARTSTDIO 396 Advanced Web/Interactive Design

John Riley moved to approve ARTSTDIO 293, 294, 394 and 396 as a new course; seconded by Toni Trumbo-Bell.

Vince Hron presented the proposals.

Members discussed the vague content on all above proposals.

Dr. Hron replied this is an evolving program for which a new faculty member is currently being sought. The intent was for the selected faculty to specify the content taught. Toni Trumbo-Bell moved to expand the content specific to the course; seconded by Monica Favia.

Motion to expand the content passed by voice vote.

Members requested removing the dollar figure from #10 and suggested moving the statement to the catalog description.

John Riley moved to remove the language “Additionally, new library resources will be required” from Q-3; seconded by Michael Coffta.

Motion to remove language from Q-3 failed by voice vote.

Toni Trumbo-Bell moved the department get an impact statement from the Library relative to the language in Q-3; seconded by John Riley.

Motion for an impact statement passed by voice vote.

John Riley moved to Table ARTSTDIO 293, 294, 394 and 396; seconded by Toni Trumbo-Bell.

Motion to Table ARTSTDIO 293, 294, 394 and 396 passed by voice vote.

v. Syllabus Revision: ARTSTDIO 343 Advanced Sculpture

vi. Syllabus Revision: ARTSTDIO 313 Advanced Drawing

vii. Syllabus Revision: ARTHSTRY 395 Visual Aesthetics

John Riley moved to approve ARTSTDIO 343, 313, and 395 for course syllabus revision; seconded by Toni Trumbo-Bell.

Vince Hron presented the proposals.

Toni Trumbo-Bell moved to expand the content specific to the course in ARTSTDIO 343 and 313; seconded by John Riley.

Motion to expand the content passed by voice vote.

Noah Wasielewski moved to remove the dollar figure from #10; seconded by Toni Trumbo-Bell.

Motion to remove dollar figure passed by voice vote.

John Riley moved to remove ARTHSTRY 395 from the main motion; seconded by Monica Favia.

Motion to remove ARTHSTRY 395 from the main motion passed by voice vote.

John Riley moved to Table ARTSTDIO 343 and 313; seconded by Toni Trumbo-Bell.

Motion to Table ARTSTDIO 343 and 313 passed by voice vote.

Motion to approve ARTHSTRY 395 passed by voice vote.

viii. New Concentration: Graphic Web Design

ix. New Concentration: Graphic Print Design

Toni Trumbo-Bell moved to approve the new concentration in Graphic Web Design and Graphic Print Design; seconded by John Riley.

Vince Hron presented the proposals.

Due to the previous tabling of the above proposals relative to these concentrations, Toni Trumbo-Bell moved to Table the concentration in Graphic Web Design and Graphic Print Design; seconded by John Riley.

Motion to Table both proposals passed by voice vote.

B. Languages and Cultures

i. Distance Ed: Russian 211 Russian Culture and Civilization

Toni Trumbo-Bell moved to approve RUSSIAN 211 for distance education; seconded by Noah Wasielewski.

Mykola Polyuha presented the proposal.

Marika Handakas moved to add a statement to #10; “taught synchronously and asynchronously but not simultaneously in the same section”; seconded by Michael Shepherd.

Dr. Polyuha indicated this course will be taught at other PASSHE institutions at the same time as at Bloomsburg University.

Motion to add a statement to #10 failed by voice vote.

Motion to approve RUSSIAN 211 for distance education passed by voice vote.

C. Management and Marketing

i. New Course: MKTG 445 Advanced Professional Sales

John Riley moved to approve MKTG 445 as a new course; seconded by Toni Trumbo-Bell.

Monica Favia presented the proposal.

Motion to approve MKTG 445 as a new course passed by voice vote.

D. Accounting

i. Gen Ed., Distanced Ed: ACCT 320 International Accounting

John Riley moved to approve ACCT 320 for 3 general education points toward Goal 3 Cultures and Diversity; seconded by Toni Trumbo-Bell.

Mark Law presented the proposal.

Motion to approve ACCT 320 for 3 General Education Points toward Goal 3 Cultures and Diversity passed by voice vote.

John Riley moved to approve ACCT 320 for Distance Education; seconded by Toni Trumbo-Bell.

Members requested rewording the class size justification.

Motion to approve ACCT 320 for Distance Education with the revision passed by voice vote.

ii. Modifications to the Fraud Examination Concentration

John Riley moved to approve the modifications to the Fraud Examination Concentration; seconded by Carolyn Lamacchia.

Mike Shapeero presented the proposal.

Motion to approve the modifications to the Fraud Examination Concentration passed by voice vote.

E. Math, Computer Science and Statistics

i. Minor Name Change from Computer Forensics to Digital Forensics

John Riley moved to approve the name change of the Computer Forensics minor to Digital Forensics; seconded by Toni Trumbo-Bell.

John Riley presented the proposal. This action is to change the name of the Computer Forensics minor to Digital Forensics minor to correspond with the previous name change of the major.

Motion to update the Computer Forensics minor to Digital Forensics to correspond with the previous name change of the major passed by voice vote.

F. Exceptionality Programs

i. New Course, DE, Dual List: DEAFHH 466/566 Language Arts and deafness

ii. New Course, DE, Dual List: DEAFHH 464/564 Speech for the Deaf HOH

John Riley moved to approve DEAFHH 466/566 and 464/564 as new courses and dual listing; seconded by Toni Trumbo-Bell.

Deb Stryker presented the proposals.

Dr. Marande indicated in both sets of proposals, there is a paragraph duplicated under Methods and Student Assessment and only one difference from the graduate level course to the undergraduate course which doesn't signify rigor for a graduate level offering. Dr. Stryker responded explaining the depth of the research paper and process which defines the rigor for a graduate level course.

Toni Trumbo-Bell moved to remove the duplicated paragraph from Methods; seconded by John Riley.

Motion to remove the paragraph from Methods passed by voice vote.

Motion to approve DEAFHH 466/566 and DEAFHH 464/564 with the revision passed by voice vote.

John Riley moved to approve DEAFHH 466/566 and 464/564 as distance education; seconded by Toni Trumbo Bell.

Motion to approve 466/566 and 464/564 as distance education passed by voice vote.

5. BUCC Bylaws

John Riley moved the BUCC direct the BUCC Chair to proceed with submitting a petition to each department for review and approval of the BUCC Bylaws; seconded by Toni Trumbo-Bell.

Members recommend the Petition be distributed at department level meetings where chairs are in attendance. Individual faculty members must sign the Petition. 50% plus one faculty signature is needed for passage. Bruce will provide a place at the bottom of the petition for a representative's signature verifying the faculty signatures on the Petition.

Motion to submit a Petition to each department for signature passed by voice vote.

6. Policies, Rules and Procedures

i. New PRP: Credit Hour Definition – second reading

John Riley moved to recommend the new PRP: Credit Hour Definition; seconded by Toni Trumbo Bell.

Motion to recommend the new PRP on Credit Hour Definition passed by voice vote.

ii. PRP 3604 – Undergraduate Graduation Requirements – second reading

Toni Trumbo Bell moved to recommend PRP 3604; seconded by Noah Wasielewski.

Members discussed the interpretation of whether or not to include cognate courses in the 60 semester credit maximum of BS Degrees. Dr. Lincoln stated you are permitted to exclude cognate courses that are counted toward general education.

Dr. Marande stated PASSHE is currently revising their language in the PASSHE Policy relative to this.

Toni Trumbo-Bell moved to strike the word programs from bullets one and three; seconded by Marika Handakas.

Motion to strike the word “programs” from bullets one and three passed by voice vote.

Monica Favia moved to reference the applicable PASSHE Policy regarding cognate courses; seconded by Janet Reynolds Bodenman.

Motion to reference PASSHE Policy regarding cognate courses passed by voice vote with one opposition.

Motion to approve PRP 3604 with the above mentioned revisions passed by voice vote.

7. The Omnibus Form, PRP 3230 and PRP 3233 will be discussed at a later date.
8. Open Forum
Trish Beyer presented an email she drafted to send to the University Community regarding changes in the general education program.
 - Beginning with the Summer of 2014 semester, all students, including transfers, will be placed in the MyCore general education program. If a review of a transfer student's transcripts indicates a benefit of entering the old program, correspond in writing with the Registrar's Office to place the student in the old program in ISIS.
 - Effective date of all general education courses will be Fall 2012 for housekeeping in the ISIS audit.

The meeting adjourned at 5:03 PM.

BUCC Minutes April 16, 2014

Bruce Candlish, Chair of the BUCC, called the 375th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, April 16, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Julie Kontos for Michael Coffta, Kara Shultz for Janet Reynolds Bodenman, Robert Marande, Carolyn Lamacchia for Mark Usry, Marion Mason, Frank D'Angelo, Toni Trumbo-Bell, Noah Wasielewski, Michael Shepard, Marika Handakas, Betina Entzminger, Molly Marnella for Mark Bauman, and Monica Favia.

1. Approval of the Agenda of April 16, 2014 (375th session)
John Riley moved to approve the agenda; seconded by Toni Trumbo-Bell.
John Riley moved to amend the agenda to move the Chair Election to above the Chair Remarks, to remove Item 5K CMPSCI 240 proposal, and to review the lower numbered Management courses first; seconded by Toni Trumbo-Bell.
The motion to approve the agenda as amended passed by voice vote.
2. Approval of Minutes of April 2, 2014 (374th session)
John Riley moved to approve the Minutes; seconded by Toni Trumbo-Bell.
The motion to approve the minutes of April 2nd passed by voice vote.
3. Chair Election 2014/2015 Academic Year
Bruce Candlish opened the floor to nominations.
Toni Trumbo-Bell nominated Bruce Candlish; seconded by Marika Handakas.
John Riley moved to close nominations; seconded by Monica Favia.

Bruce Candlish was voted chair by voice vote.

4. Chair Remarks

- PASSHE Policy 1985-01-A; Requirements for Initiation or Change of Credit-Based Academic Programs was revised. This coincides with BU's PRP 3602 which the BUCC revised and is awaiting the Provost's signature. This is the primary reason for not moving forward. The BUCC will need to review and compare revised PRP 3602 to align with the PASSHE Policy. John Riley requested the BUCC Chair distribute PASSHE's Policy to BUCC members and Department Chairpersons.
- Bruce has accreditation reviewer responsibilities. Toni Trumbo-Bell will sit in for Bruce as chair if the meeting goes beyond 5:00.

5. Distance Education Clarification by Dr. Mary Nicholson

Dr. Nicholson presented a PowerPoint presentation clarifying the meaning of distance education.

- Students and Faculty are separated geographically.
 - Students cannot come to campus at a specific time.
- 80% of the course would be offered online.
 - Check Methodology Box on Omnibus Form and indicate in #10 on Master course Syllabus differentiating online and on-site:
 1. Describe teaching methodology regardless how it is offered;
 2. Describe learning activities;
 3. Technology tools.

Hybrid courses – any course that offers half the course online and half onsite.
Notification to be given to students in the course syllabus.

6. Course Proposals

A. Art and Art History

- i. New Course: ARTSTDIO 293 Print/Book Design (Tabled 4-2-14)
- ii. New Course: ARTSTDIO 294 Web/Interactive Design (Tabled 4-2-14)
- iii. New Course: ARTSTDIO 394 Advanced Print/Book Design (Tabled 4-2-14)
- iv. New Course: ARTSTDIO 396 Advanced Web/Interactive Design (Tabled 4-2-14)

John Riley moved to remove ARTSTDIO 293, 294, 394 and 396 from the Table; seconded by Toni Trumbo-Bell.

Motion to remove ARTSTDIO 293, 294, 394 and 396 from the Table passed by voice vote.

Vince Hron presented the proposals. At the recommendation of Dr. Lincoln, Dr. Hron contacted the IIT Department for an Impact Statement. The IIT Department would like a slightly revised title to include the word "Graphic".

John Riley moved to accept the revised Q4 to include the Impact Statement and from the IIT Department to all four proposals; seconded by Toni Trumbo-Bell.

Motion to accept the revised Q4 to include the Impact Statement and the revised title passed by voice vote.

John Riley and Frank D'Angelo commended the department for the revisions made to the proposals as requested at the last meeting.

Dr. Marande raised the issue of requesting a Lab Technician and a Digital Lab with a cap of 18 students which enrollment would fund the cost of the course only. He questioned how the department would fund a new lab and technician.

Dr. Brown replied it is the college's expectation that increase will be increment and that current facilities will accommodate current enrollment. If the enrollment grows, they will need to reconsider.

Motion to approve ARTSTDIO 293, 294, 394 and 396 with the amendments passed by voice vote.

v. Syllabus Revision ARTSTDIO 343 Advanced Sculpture (Tabled 4-2-14)

vi. Syllabus Revision ARTSTDIO 313 Advanced Drawing (Tabled 4-2-14)

John Riley moved to remove ARTSTDIO 343 and 313 from the Table; seconded by Toni Trumbo-Bell.

Motion to remove ARTSTDIO 343 and 313 from the Table passed by voice vote.

Vince Hron presented the proposals.

Dr. Marande stated the course cap at 15 and 10 will cause concern if the proposals go forward. Vince Hron replied enrollment is low due to the courses being stacked and the space of the current facility. Dr. Brown indicated this has been the practice for quite some time. The current ratios are what is expected from enrollments. If the needs are different in any given semester, adjustments would be made.

Toni Trumbo-Bell moved to revise #10 on the Master Course Syllabus to exclude a hard number, but to indicate enrollment is based on consistent good safety and laboratory and studio practices; seconded by Michael Shepard.

Dr. Marande stated if a number is specified in the master course syllabus, a chairperson cannot legally override the number. Dr. Marande recommended the language "the class size will be determined in collaboration with the department chairperson and dean". Dr. Hron countered in a studio course, the faculty member must interact with each student individually in each class and would be concerning if there was no number indicated but is willing to do what is needed.

Motion to substitute the number of students with "...consistent with good safety and laboratory and studio practices" failed by voice vote with 2 abstentions.

Motion to approve ARTSTDIO 343 and 313 passed by voice vote.

vii. New Concentration: Graphic Web Design (Tabled 4-2-14)

viii. New Concentration: Graphic Print Design (Tabled 4-2-14)

John Riley moved to remove Graphic Web Design and Graphic Print Design proposals from the Table; seconded by Toni Trumbo-Bell.

Motion to remove the new concentrations in Graphic Web Design and Graphic Print Design from the Table passed by voice vote.

Vince Hron presented the proposals.

Members did not have any questions regarding the proposals.

Motion to approve the Concentration in Graphic Web Design and the Concentration in Graphic Print Design passed by voice vote.

B. Mass Communications

i. New Minor: Emergent Media

John Riley moved to approve the new Minor Emergent Media; seconded by Toni Trumbo-Bell.

David Magolis and Jason Genovese presented the proposal.

Motion to approve the Minor – Emergent Media passed by voice vote.

C. Nursing

i. Program Name Change and Requirement Revisions: Community/School Health

ii. Program Name Change and Requirement Revisions: Community/Public Health

John Riley moved to approve the Program Name Change and Requirement Revisions to Community/School Health and Community/Public Health.

Michelle Ficca presented the proposals.

Members did not have any questions regarding the proposals.

Motion to approve the Program Name Change and Requirement Revisions to Community/School Health and Community Public Health passed by voice vote.

iii. Required Course Revisions to MSN Nursing Admin & MSN/MBA Nursing Admin

John Riley moved to approve the revisions to the MSN Nursing Admin and MSN/MBA Nursing Administration Programs; seconded by Toni Trumbo-Bell.

Michelle Ficca presented the proposal.

Tina Entzminger raised the question if this should be two separate proposals. Michelle Ficca responded students need to complete the requirements for the MSN Nursing Administration then move on to the MSN/MBA Nursing Administration requirement.

Motion to approve the revisions to MSN Nursing Admin and MSN/MBA Nursing Administration Programs passed by voice vote.

D. Management and Marketing

i. Course Content Revision: MGMT 443>MGMT 370 Managerial Decision Making

ii. Course Content Revisions: MGMT 448>MGMT 371 Supply Chain Operations

iii. Course Content Revisions: MGMT 450>MGMT 474 Managing Quality

iv. Course Content Revisions: MGMT 451>MGMT 479 Supply Chain Seminar

John Riley moved to approve MGMT 443, 448, 450 and 451; seconded by Toni Trumbo-Bell.

Christian Grandzol presented the proposals.

Members requested the effective semester date be updated to Fall 2014 on all four proposals.

Dr. Marande suggested adding “class size determined and in collaboration with the department chairperson and the dean”. Members suggested if this is an administrative decision, it should be their directive.

Motion to approve course content revisions to MGMT 443, 448, 450 and 451 with the revision requested passed by voice vote with one abstention.

v. New Course: MGMT 475 Logistics

vi. New Course: MGMT 478 Managing Business Processes

John Riley moved to approve MGMT 475 and 478 as new courses; seconded by Toni Trumbo-Bell.

Christian Grandzol presented the proposals.

Members requested revising the effective semester date to Fall 2014.

Motion to approve MGMT 475 and 478 as new courses with the revision passed by voice vote.

vii. New Track: Supply Chain Management

John Riley moved to approve the new track Supply Chain Management; seconded by Toni Trumbo-Bell.

Christian Grandzol presented the proposal.

Members requested revising the effective semester date to Fall 2014.

Motion to approve the new track Supply Chain Management with the revision passed by voice vote.

viii. Management Major/Minor Requirement Revision

John Riley moved to approve the requirement revisions to the Management Major/Minor; seconded by Toni Trumbo-Bell.

John Grandzol presented the proposal.

Motion to approve the requirement revisions to the Management Major/Minor passed by voice vote.

ix. DE: MGMT 580 Managerial Decision Making

John Riley moved to approve MGMT 580 for distance education; seconded by Toni Trumbo-Bell.

John Grandzol presented the proposal.

Members requested removing the summer session number from the catalog description.

Motion to approve MGMT 580 for distance education with the revision passed by voice vote.

E. Physics

i. Modifications to the BS Health Physics Major

John Riley moved to approve the modifications to the BS Health Physics Major; seconded by Toni Trumbo-Bell.

David Simpson presented the proposal.

Motion to approve the modifications to the BS Health Physics Major passed by voice vote.

F. Biological and Allied Health Sciences

i. New Course: BIOLOGY 105 BAHS Freshman Seminar

John Riley moved to approve BIOLOGY 105 BAHS Freshman Seminar as a new course; seconded by Toni Trumbo-Bell.

George Chamuris presented the proposal.

Motion to approve BIOLOGY 105 BAHS Freshman Seminar as a new course passed by voice vote.

ii. Modifications to the BS Medical Imaging Degree

John Riley moved to approve the modifications to the BS Medical Imaging Degree; seconded by Toni Trumbo-Bell.

George Chamuris presented the proposal.

Members requested capitalizing MISCIS in Q2.

Motion to approve the modifications to the BS Medical Imaging Degree with the revision passed by voice vote.

- G. History
- i. New Course: HISTORY 451 Imperial Japan 1890-1945
John Riley moved to approve HISTORY 451 Imperial Japan 1890-1945 as a new course; seconded by Toni Trumbo-Bell.
Jeff Davis presented the proposal.
Members questioned if any student regardless of their major can be successful in this course and sought confirmation there are no prerequisites. Dr. Davis responded there are no prerequisites and that they have had several students in other majors successfully complete the course.
Motion to approve HISTORY 451 as a new course passed by voice vote.
- ii. Modify Elective Requirements to History Major/Minor
John Riley moved to approve the modifications to the elective requirements to the History Major/Minor; seconded by Toni Trumbo-Bell.
Jeff Davis presented the proposal.
Motion to approve the modification to the elective requirements to the History Major/Minor passed by voice vote.
- iii. Revise Requirements to the History Minor
John Riley moved to approve the requirement revision to the History Minor; seconded by Toni Trumbo-Bell.
Motion to approve the requirement revisions to the History Minor passed by voice vote.
- H. Early Childhood
- i. DE: ELEMED 336 Teaching Social Studies PK-4
John Riley moved to approve ELEMED 336 for distance education; seconded by Toni Trumbo-Bell.
Frank D'Angelo presented the proposal.
Marion Mason moved to revise the short title to include: "for distance education"; seconded by Kara Shultz.
Motion to revise the short title to include "for distance education" failed by show of hands.
Motion to approve ELEMED 336 for distance education passed by voice vote with one opposition.
- I. Anthropology
- i. New Minor – Archeology
John Riley moved to approve the new minor Archeology; seconded by Toni Trumbo-Bell.
DeeAnne Wymer presented the proposal.
Toni Trumbo-Bell moved to update the GEO/GEOG prefixes, numbers, and titles as appropriate to the current EGGG prefix, numbers, and titles; seconded by John Riley.
Motion to update the GEO/GEOG to EGGG passed by voice vote.
Motion to approve the new minor Archeology with the revisions passed by voice vote.
- J. Business Education/ITM
- i. Modifications to the Content and Prerequisite: ITM 590 Strategic Information Technology Management
John Riley moved to approve the modifications to the course content and prerequisite

ITM 590; seconded by Toni Trumbo-Bell.

Carolyn Lamacchia presented the proposal.

Distance Education box should not be checked. The course was previously approved for distance education. Carolyn Lamacchia indicated the Omnibus is incorrect, however, the syllabus attached is correct.

John Riley moved to Table the proposal; seconded by Toni Trumbo-Bell.

Motion to Table passed by voice vote.

K. Math, Computer Science and Statistics

i. Course content: COMPSCI 240 C and Assembly Language Programming

This proposal was removed from the Agenda and will be placed on the April 30th BUCC agenda per request from the Department.

L. Student Life

i. Gen Ed, New Course, Pass/Fail: CLE 301 CGA President

John Riley moved to approve CLE 301 as a CLE requesting 1 GEP toward Goal 1 Communication and 1 GEP toward Goal 10 Citizenship; seconded by Toni Trumbo-Bell. Jeff Long presented the proposal.

John Riley commended Student Life for taking advantage of the CLE designed in the new general education program.

John Riley moved to revise the language CGA Advisor throughout the proposal; seconded by Marion Mason.

Motion to approve CLE 301 as revised passed by voice vote.

M. Exceptionality Programs

i. Gen Ed, New Course, Pass/Fail: DEAFHH 099 SLED

John Riley moved to approve SLED 099 as a CLE for requesting 1 GEP toward Goal 10 Citizenship; seconded by Toni Trumbo-Bell.

Deb Stryker presented the proposal.

Motion to approve DEAFHH 099 as a CLE for general education passed by voice vote.

N. Honors

i. Gen Ed, New Course; HONORS 103 Honors Public Speaking

John Riley moved to approve HONORS 103 as a new course and for 3 GEPs toward Goal 1 Communication; seconded by Toni Trumbo-Bell.

Kara Shultz presented the proposal.

Motion to approve HONORS 103 Public Speaking as a new course and for 3 GEPs toward Goal 1 Communication passed by voice vote.

6. Open Forum

Bruce Candlish indicated we have several more proposals in the pipeline and will most likely need to meet finals week or the week after finals. Dr. Mauch indicated Deaf Education will have program revision proposals that may need reviewing after the April 30th meeting. Jill was asked to send a doodle scheduling to BUCC members with every Final Exam time slot for availability.

The meeting adjourned at 4:51 PM.

BUCC Minutes April 30, 2014

Bruce Candlish, Chair of the BUCC, called the 376th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, April 30, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Michael Coffta, Janet Reynolds Bodenman, Robert Marande, Carolyn Lamacchia for Mark Usry, Frank D'Angelo, Noah Wasielewski, Michael Shepard, Marika Handakas, Betina Entzminger, and Monica Favia.

1. Approval of the Agenda of April 30, 2014 (376th session)
John Riley moved to approve the agenda; seconded by Noah Wasielewski. Bruce explained the deactivation of two PRPs will be acted upon for endorsement and not just an informational item as indicated.
The motion to approve the agenda as amended passed by voice vote.
2. Approval of Minutes of April 16, 2014 (375th session)
John Riley moved to approve the Minutes; seconded by Noah Wasielewski.
The motion to approve the minutes passed by voice vote.
3. Chair Remarks
*The Doodle response overwhelmingly showed Wednesday, May 7th 2:45 to 4:45 as the best time to hold the last special meeting of the BUCC to review the time sensitive proposals.
John Riley moved to hold the last BUCC meeting on Wednesday, May 7th 2:45 to 4:45 PM; seconded by Noah Wasielewski.
Motion to hold the BUCC meeting Wednesday, May 7th 2:45 to 4:45PM passed by voice vote.
*Steve Kokoska requested the BUCC require specific class sizes on all proposals.
*Bruce read a memo attached to a recently approved proposal with an indicated class size from the Provost which appears will be attached to all proposals with an indicated class size. Steve Kokoska believes this is in violation of the contract. The committee asked to be apprised of all changes made to proposals.
4. Course Proposals
 - A. Math, Computer Science and Statistics
 - i. COMPSCI 240C and Assembly Language Programming
John Riley moved to approve COMPSCI 240C and Assembly Language Programming; seconded by Noah Wasielewski.
Curt Jones presented the proposal.
Motion to approve COMPSCI 240C and Assembly Language Programming passed by voice vote.
 - B. Business Education and Information & Technology Management
 - i. ITM 590 Strategic Information Technology Management
John Riley moved to remove ITM 590 Strategic Information Technology Management from the table; seconded by Monica Favia.
Motion to remove ITM 590 from the table passed by voice vote.
Carolyn LaMacchia presented the proposal.

Motion to approve ITM 590 for distance education and the revisions to the master course syllabus passed by voice vote.

ii. ITM Specialization

John Riley moved to approve a specialization in ITM to the MBA Program; seconded by Monica Favia.

Hayden Wimmer presented the proposal.

Members requested revising Q2 and removing the survey.

Motion to approve a specialization in ITEM to the MBA Program with the revisions passed by voice vote.

C. Political Science

i. POLISCI 120 United States Government

ii. POLISCI 181 Contemporary Issues in World Politics

John Riley moved to approve POLISCI 120 and POLISCI 181 for distance education; seconded by Noah Wasielewski.

Neil Strine presented the proposals.

Members requested completing the reason for no additional resources needed in Q3.

Motion to approve POLISCI 120 and POLISCI 181 for distance education with the revision passed by voice vote.

D. Art and Art History

i. ARTHSTRY 215 American Art History

ii. ARTHSTRY 225 History of Architecture

iii. ARTHSTRY 235 Ancient and Medieval Art

iv. ARTHSTRY 236 Art from the Renaissance

v. ARTHSTRY 324 History of Photography

vi. ARTHSTRY 345 Art History of the Near East

vii. ARTHSTRY 346 Oriental Art 2

viii. ARTHSTRY 350 Michelangelo

ix. ARTHSTRY 354 Impressionism

x. ARTHSTRY 356 20th Century Art

xi. ARTHSTRY 365 Italian Renaissance Art

xii. ARTHSTRY 366 Northern Renaissance Art

xiii. ARTHSTRY 373 Romanesque and Gothic Art

xiv. ARTHSTRY 376 Special Topics in Art History

xv. ARTHSTRY 460 Research and Writing in Art History

John Riley moved to approve ARTHSTRY 215, 225, 235, 236, 324, 345, 346, 350, 354, 356, 365, 366, 373, 376, and 460 for updated syllabi and the specified general education points; seconded by Noah Wasielewski.

Vince Hron presented the proposals.

Members requested the checklist be included in ARTHSTRY 376 Special Topics, revising the methods area in ARTHSTRY 324 to read "...presentations using appropriate technology", and consider eliminating banked questions for assessment in ARTHSTRY 376.

Motion to approve ARTHSTRY 215, 225, 235, 236, 324, 345, 346, 350, 354, 356, 365, 366, 373, 376, and 460 for updated syllabi and the specified general education points with the revisions passed by voice vote.

xvi. ARTSTDIO 376 Special Topics in Art Studio
John Riley moved to approve ARTSTDIO 376 for 1 GEP toward Communications and 2 GEPs toward Arts and Humanities; seconded by Noah Wasielewski.
Vince Hron presented the proposal.

Motion to approve ARTSTDIO 376 for 1 GEP toward Communications and 2 GEPs toward Arts and Humanities passed by voice vote.

- xvii. ARTSTDIO 151 Three Dimensional Design
- xviii. ARTSTDIO 152 Two Dimensional Design
- xix. ARTSTDIO 212 Intermediate Drawing
- xx. ARTSTDIO 232 Intermediate Painting
- xxi. ARTSTDIO 242 Intermediate Sculpture
- xxii. ARTSTDIO 282 Intermediate Photography
- xxiii. ARTSTDIO 283 Color Photography
- xxiv. ARTSTDIO 323 Advanced Fabric Design
- xxv. ARTSTDIO 480 Internship in Art Studio

John Riley moved to approve ARTSTDIO 151, 152, 212, 232, 242, 282, 283, 323 and 480 for updated syllabi; seconded by Monica Favia.

Vince Hron presented the proposals.

Motion to approve the updated syllabi for ARTSTDIO 151, 152, 212, 232, 242, 282, 283, 323 and 480 passed by voice vote.

- xxvi. ARTHSTRY 375 Independent Study in Art History
- xxvii. ARTHSTRY 480 Internship in Art History

Monica Favia moved to approve the updated syllabi for ARTHSTRY 375 and 480; seconded by Frank D'Angelo.

Vince Hron presented the proposals.

Motion to approve the updated syllabi for ARTHSTRY 375 and 480 passed by voice vote.

Bruce Candlish and the committee commended the Department of Art and Art History for undertaking the largest, most comprehensive revisions.

E. Sociology, Social Work and Criminal Justice

i. Modification to Criminal Justice Minor

John Riley moved to approve the modification to the Criminal Justice Minor; seconded by Tina Entzminger.

Babak Mohassel presented the proposal.

Motion to approve the modification to the Criminal Justice Minor passed by voice vote.

5. PRP Deactivation

A. PRP 3050 Field Experiences for Teacher Education

B. PRP 3810 Admission, Monitoring and Exit Procedures for Teacher Education

John Riley moved to accept the deactivation of PRP 3050 and 3810; seconded by Michael Coffta.
Angela Pang explained PDE's new legislation and deactivating these two PRPs will allow the College of Education flexibility to stay in line with PDE requirements.

Motion to recommend deactivation of PRP 3050 and PRP 3810 passed by voice vote.

6. Omnibus Form – Second Reading

A. PRP 3230 Course and Academic Program Development Policy – Second Reading

B. PRP 3233 Required Format for Course Syllabi – Second Reading

John Riley moved approval of the Omnibus Form and PRPs 3230 and 3233; seconded by Michael Coffta.

Members revised the distance education definition in PRP 3233, and 2g on the Omnibus form .

Tina Entzminger moved to require a new document x which is the program assessment plan which is required when a department is revising or creating a new major, minor or concentration; seconded by Michael Shepard.

John Riley explained there are a number of PRPs that will need to be amended.

John Riley moved to Table the amendment; seconded by Frank D'Angelo.

Motion to Table the amendment passed by voice vote.

John Riley and Tina Entzminger will work on language for the next BUCC meeting.

Noah Wasielewski moved to strike 2g (Class Size) and add "D" to the approval sequence of 2f (Methods); seconded by John Riley.

Motion to strike 2g and add "D" to the approval sequence of 2f passed by voice vote.

John Riley moved to Table the Omnibus; seconded by Michael Shepard.

Motion to Table the Omnibus Form passed by voice vote.

7. Open Forum

There were no items for Open Forum.

The meeting adjourned at 4:33 PM.

BUCC Minutes May 7, 2014

Bruce Candlish, Chair of the BUCC, called the 377th session of the BUCC (Bloomsburg University Curriculum Committee) to order at 3:00 PM on Wednesday, May 7, 2014, in the Schweiker Exhibit Room of the Andruss Library.

Present: Bruce Candlish, Chair, John Riley, Toni Trumbo-Bell, Michael Coffta, Janet Reynolds Bodenman, Robert Marande, Ralph Feather for Frank D'Angelo, Noah Wasielewski, Michael Shepard, Marika Handakas, Betina Entzminger, Mark Bauman, Marion Mason, Carolyn LaMacchia, and Monica Favia.

1. Approval of the Agenda of May 7, 2014 (377th session)

Bruce reported the April 16th minutes will be on the agenda for the first meeting of the Fall semester. John Riley moved to approve the agenda; seconded by Toni Trumbo-Bell.

The motion to approve the agenda as amended passed by voice vote.

2. Approval of Minutes of April 30, 2014 (376th session)

The minutes will be on the agenda of the first BUCC meeting in the Fall.

3. Chair Remarks

* Bruce Candlish reported on his meeting with the Provost:

- The memo attached to any course proposal that includes class size was the cause of delay on the proposals;
- Appreciated BU for always having flexibility to indicate a class size;
- The Provost is respectful of faculty recommending class size, however, the President is concerned with fixed numbers;

- Any proposal including a class size regardless if that is a revision should have the class size box checked on the Omnibus form;
Members discussed the class size box being checked if the class size was on the previous version and had not changed. A recommendation was made by the committee to proposers to include a statement in Q3 indicating the class size has not changed, and recommended proposers use the word “recommended” class size.
 - The Provost would like proposals written to tie class size closer to the objectives.
- * Bruce reported the ByLaws Petitions are coming in. How would the BUCC interpret the majority of total faculty. John Riley moved to interpret the reference to “majority of total faculty” in the Bylaws as tenure and tenure track faculty; seconded by Ralph Feather.
- Motion to interpret “majority of total faculty” as written in the BUCC Bylaws as tenure and tenure track faculty passed by voice vote.**
- * PASSHE Policy 1985-01-A revision was recently distributed. PRP 3602 which is BU’s equivalent has not been acted upon by the Provost because of this change. Bruce will compare the two and report back to the BUCC.
- * The Provost is deliberating over the BUCC revised PRP 3612 and the wording and/or in the healthy living goal.

4. Course Proposals

A. Music, Theatre and Dance

- i. MUSIC 105 Music Literature
- ii. MUSIC 229 Music Ed Computing and Technology
- iii. MUSIC 321 Music History 1 to 1750

John Riley moved to approve MUSIC 105, 229 and 321 for the revised credit hour and syllabus change; seconded by Toni Trumbo-Bell.

Steve Clickard presented the proposals.

Motion to approve MUSIC 105, 229 and 321 for the change in credit hour and syllabus changes passed by voice vote.

John Riley moved to approve MUSIC 105, 229 and 321 for general education; seconded by Toni Trumbo-Bell.

Steve Clickard presented the proposals.

Motion to approve MUSIC 105, 229 and 321 for general education passed by voice vote.

- iv. MUSIC 118 Intro to Music Education
- v. MUSIC 249 Aural Skills I
- vi. MUSIC 250 Diatonic Harmony
- vii. MUSIC 259 Aural Skills II
- viii. MUSIC 260 Chromatic Harmony
- vix. MUSIC 379 Aural Skills III
- x. MUSIC 380 Advanced Harmony
- xi. MUSIC 390 Modern Harmony

xii. MUSIC 427 Special Topics in Audio Recording
John Riley moved to approve as new courses MUSIC 118, 249, 250, 259, 260, 379, 380, 390 and 427; seconded by Toni Trumbo-Bell.

Motion to approve MUSIC 118, 249, 250, 259, 260, 379, 380, 390 and 429 as new courses passed by voice vote.

xiii. MUSIC 411 Orchestration and Arranging
John Riley moved to approve the content revision to MUSIC 411; seconded by Toni Trumbo-Bell.

Motion to approve the content revision to MUSIC 411 passed by voice vote.

xiv. Program Revisions: BA in Music Liberal Arts

xv. Program Revisions: BA in Music/Audio-Video Recording

xvi. Program Revisions: BA in Music/Music Education Certification K-12

John Riley moved to approve the program revisions to the BA in Music Liberal Arts, Music/Audio-Video Recording and Music/Music Education Certification K-12; seconded by Toni Trumbo-Bell.

There were no questions from the committee.

Motion to approve the program revisions to the BA in Music Liberal Arts, Music/Audio-Video Recording and Music/Music Education Certification K-12 passed by voice vote.

B. Languages and Cultures

i. Arabic Studies Minor

John Riley moved to approve the minor in Arabic Studies; seconded by Toni Trumbo-Bell.

Yahya Laayouni presented the proposal.

Motion to approve the Minor in Arabic Studies passed by voice vote.

ii. Arabic Studies Concentration

John Riley moved to approve the Concentration in Arabic Studies; seconded by Toni Trumbo-Bell.

John Riley indicated the Languages and Cultures' curriculum are listed as tracks and not concentration.

John Riley moved to revise the Arabic Studies Concentration to an Arabic Studies Track; seconded by Toni Trumbo-Bell.

Motion to revise the title to Arabic Studies Track passed by voice vote.

Members requested checking box 2.

Motion to approve the Arabic Studies Concentration as revised to Arabic Studies Track passed by voice vote.

C. English

i. ENGLISH 315 Research in English Studies

John Riley moved to approve ENGLISH 315 Research in English Studies as a new course; seconded by Toni Trumbo-Bell.

Terry Riley presented the proposal.

Motion to approve ENGLISH 315 as a new course passed by voice vote.

ii. ENGLISH 488 Seminar

John Riley moved to approve the course content change to ENGLISH 488 Seminar; seconded by Toni Trumbo-Bell.

Terry Riley presented the proposal.

Motion to approve ENGLISH 488 Seminar content change passed by voice vote.

iii. Literature Concentration Curriculum Revision

John Riley moved to approve the curriculum revisions to the Literature Concentration; seconded by Toni Trumbo-Bell.

John Riley indicated the website refers to this as a Track. The committee requested the website is aligned with the course title. Tina Entzminger and Terry Riley indicated the website will be changed to read Literature Track.

Motion to approve the curriculum revisions to the Literature Concentration passed by voice vote.

D. Art and Art History

i. ARTSTDIO 475 Independent Study in Art Studio

John Riley moved to approve the updates to the ARTSTDIO 475; seconded by Toni Trumbo-Bell.

Vera Viditz-Ward presented the proposal.

Motion to approve the updates to ARTSTDIO 475 passed by voice vote.

E. Exceptionality Programs

i. DEAFHH 491 Student Teaching in Deaf Dual I

ii. DEAFHH 492 Student Teaching in Deaf Dual II

John Riley moved to approve DEAFHH 491 and DEAFHH 492 as new courses; seconded by Toni Trumbo-Bell.

Deb Stryker presented the proposals.

Toni Trumbo-Bell moved to revise the short title and Q1 explicit to what is being requested; seconded by John Riley.

Motion to revise the short title and Q1 explicit to what is being requested passed by voice vote.

Motion to approve DEAFHH 491 and DEAFHH 492 as new courses as revised passed by voice vote.

iii. DEAFHH 591 Student Teaching in Deaf Ed I

iv. DEAFHH 592 Student Teaching in Deaf Ed II

Members requested checking the Pre & Do-Requisite box on the Omnibus form.

John Riley moved to approve the course content revisions to DEAFHH 591 and DEAFHH 592; seconded by Toni Trumbo-Bell.

Deb Stryker presented the proposals.

Motion to approve the course content revisions to DEAFHH 591 and DEAFHH 592 as revised passed by voice vote.

v. Early Childhood Ed w/concentration in Deaf/HH Program

vi. Deaf/HH Concentration

John Riley moved to approve the revisions to the Early Childhood Ed w/concentration in Deaf/HH Program and the Deaf/HH Concentration; seconded by Toni Trumbo-Bell.

Deb Stryker presented the proposal.

Members requested listing the department contacted in Q4, and correct the language in Q2.

Motion to approve the revisions to the Early Childhood Ed w/concentration in Deaf/HH Program and the Deaf/HH Concentration with the revisions requested by BUCC passed by voice vote.

vii. ASLTERP 328 Topics in Interpreting

John Riley moved to approve ASLTERP 328 as a new course; seconded by Toni Trumbo-Bell.

Jessica Bentley-Sassaman presented the proposal.

Toni Trumbo-Bell moved to revise the short title to be more specific; seconded by John Riley.

Motion to request a more specific short title passed by voice vote.

Members requested indicating “recently hired faculty” to Q3.

Motion to approve ASLTERP 328 with the revisions passed by voice vote.

viii. ASLTERP 430 Educational Interpreting

John Riley moved to approve the revisions to ASLTERP 430; seconded by Toni Trumbo-Bell.

Members requested a more specific short title and include that language in Q1.

Motion to approve the revisions to ASLTERP 430 with the revisions passed by voice vote.

5. Omnibus Form – Tabled 4-30-14 (Second Reading – cont’d)
 - A. PRP 3230 Course and Academic Program Development Policy – Second Ready
 - B. PRP 3233 Required Format for Course Syllabi – Second Reading

John Riley moved to approve the amended PRP 3230; seconded by Toni Trumbo-Bell.
Toni Trumbo-Bell moved to remove the parenthesis in VIII around “Existing plans may...”; seconded by Michael Shepard.

Motion to approve PRP 3230 as revised passed by voice vote.

John Riley moved adoption of the Omnibus Form as presented; seconded by Toni Trumbo-Bell.

Motion to approve the revised Omnibus Form passed by voice vote.

John Riley moved to approve the revised PRP 3233; seconded by Toni Trumbo-Bell.

Noah Wasielewski moved to add the word *successfully* complete before enrolling...; seconded by Toni Trumbo-Bell.

Members discussed the implications to adding *successfully* to #7 Prerequisites.

As a result of the discussion, the above motion was withdrawn.

Motion to approve PRP 3233 as revised passed by voice vote.

BUCC recommends the Registrar investigate a technology to enforce the prerequisite automatically so that the department doesn’t have to do it manually. The BUCC Chair will contact Joseph Kissell for this option.

6. PRP 3881 – Disruptive Classroom Behavior
This is a discussion item as the result of discovering the absence of a Disruptive Classroom Incident Report on the s:drive as referenced in the PRP. Bill Hudon explained to the committee the report does exist and will send a copy to Bruce Candlish to post on the s:drive.
John Riley suggested the PRP 3881 be posted on the TALE website and brought to the attention of faculty in the Fall. Bruce Candlish will send the PRP to Lisa Stallbaumer.

7. Open Forum

John Riley moved to place PRP 3881 on the agenda for today, May 7th, and as a second reading at the first BUCC meeting of the Fall semester to replace the Office of Student Standards with Dean of Students; seconded by Toni Trumbo-Bell.

Motion to place PRP 3881 on the agenda for May 7, 2014 as a first reading and as a second reading at the first BUCC meeting in the Fall passed by voice vote.

Janet Reynolds Bodenman requested a system of Omnibus approval tracking made available to the BUCC. Carolyn LaMacchia has volunteered to research tracking software.

The meeting adjourned at 4:31 PM.