Undergraduate Curriculum and Academic Policy Committee Minutes, February 5, 2007

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Undergraduate Curriculum and Academic Policy Committee

Minutes of February 5, 2007 Meeting

Present: Carol Holdcraft (for Candace Cherrington), Jeanne Fraker, Roger Fulk, Qingbo Huang, Joe Law, Bobbie Pohlman, Tom Sav, David Seitz, Carol Wagner-Williams, Karen Wilhoit. Guests: Marian Hogue (Registrar).

Approved Minutes of January 8, 2007.

UCAPC Subcommittee Reports

Writing Across the Curriculum Committee (WAC) -- Joe Law, Chair, reported that the committee met on January 9 and continues to develop a process of recognizing faculty excellence in teaching writing intensive courses and excellence in student work in writing intensive courses. In this development, an on-campus workshop will be offered on May 23 and May 24 in the Nutter Center Berry Room. Announcements will be forthcoming. In the meantime faculty may contact Joe Law for additional information.

University General Education Committee (UGEC) -- Susan Carrafiello, Chair, reported via email that that the committee met on January 22. The primary topic of discussion was service learning. Cathy Sayer, the newly appointed Service Learning Coordinator for the University, joined the committee in the discussion. The November 1, 2006 minutes of the committee meeting were approved and are as follows: UGEC Minutes, November 1, 2006

Undergraduate Academic Program Review Committee (UAPRC) -- Rudy Fichtenbaum, Chair, reported via email that none of the following 2006-07 program reviews due by February 18 have been received. Therefore, he sent a reminder to each.

Program Reviews: 2006-07
Management Information Systems (B.S.B.)
Operations Management (B.S.B.)
Management (B.S.B.)
Finance (B.S.B.)
Financial Services (B.S.B.)
International Business (B.S.B.)
Business and Administration (A.S., Lake Campus)
Music
  Music (B.A.)
  Music History & Literature (B.M.)
  Music Performance (B.M.)
  Music Education (B.M.)
Communication
  Communication Studies (B.A.)
  Mass Communication (B.A.)
  Organizational Communication (B.A.)
  Social & Industrial Communication (B.A.)—dual major
  Communication (A.A., Lake Campus)
In addition, reminders were again sent to those who needed to resubmit their program review documents (based on the their 2005-06 submissions and the committee's review and feedback) following the University guidelines and format. The programs that need to resubmit from 2005-06 are as follows:

- Nursing (B.S.N.)
- Organizational Leadership (B.S.) (includes Lake Campus)
- Rehabilitation Services (B.S.)
- Athletic Training (B.S.)

The complete schedule of program reviews and the "procedures" for submitting program reviews are available at the following UAPRC Website

http://www.wright.edu/ucapc/uaprc/uaprc.htm

Course Inventory and Modification Requests

**CECS**

Approved Inventories: CEG 233*

* Following the meeting the committee's request for changes in the catalog description were made by the CECS.

**CEHS**

Approved Inventories: (Delete All from Inventory) EDL 301, EDL 302, EDL 303, EDL 304, EDL 494, EDL 495

**COLA**

Approved Inventories: (One Time SPR 07 offerings) JPN 203, ITA 203

**COSM**

Approved Inventories: BIO 446, BIO 456*, MTH 304**, MTH 305**, PSY 292

* The committee made changes to the catalog description and they were approved by the COSM representatives.

** The committee made changes to the Title for Student Record and they were approved by the COSM representatives.

Approved Modifications: BIO 414, EXB 321

Course Prefix Changes: create EES prefix and change EH and GL prefix to EES per the fairly new combined department of Department of Earth & Environmental Sciences.

On this matter a formal proposal was not submitted by the Department but rather the Department was seeking the committee's guidance on making these prefix changes and approval for beginning to use the new EES prefix. The committee noted that such a change carries a wide scope of downstream changes that would have to be implemented throughout the university, including changes in the General Education Program that would require Faculty Senate approval, changes in university degree granting programs throughout many programs and/or colleges in the university that would require Faculty Senate approval, changes in prerequisites for many courses throughout the university that would require Faculty Senate approval, coordination with the Lake Campus through the Faculty Senate, and changes to accommodate the Ohio Transfer Module and the Articulation Agreements. The committee also noted that other combined departments on campus have successfully retained independent discipline prefixes, including the Department of Sociology and Anthropology, Mathematics and Statistics, etc. and that the Department of Earth &
Environmental Sciences may wish to rethink moving toward a combined EES prefix. Yet, the committee would consider such a proposal as long as it addresses all the above issues in its implementation. Indeed, the committee appreciates the Department's advance notice of intent and request for guidance.

Program Changes

COLA
   Approved
   **B.A. French**

New Programs

COSM
   Approved
   **B.S. Biological Sciences, Microbiology & Immunology Option***
   **B.S. Biological Sciences, Ecology Option***

* Changes were made to correct the GE Program hour requirements from the proposed 42 hours to the correct 40 hours and to correct all the CHM courses in the Supporting Requirements of the degree programs. For the M&I Option, a change was made to replace the Required Course "Clinical Microbiology" that did not carry a course designation or number with a specific course. For the Ecology Option, a change was made to improve the wording of options listed under Advanced Ecology Courses. Following the meeting the COSM agreed to the changes.

Academic Policies

Provost Office: Flu Pandemic Emergency Academic Programs Plan

The committee was informed that there has been established a University Pandemic Flu Planning Committee. The committee was also informed that the Academic/Research Subcommittee of that committee is working on finding viable solutions to providing continuity of instruction, among other things, in the event that the university had to close for a week or some extended period of time. Presently, that Subcommittee is investigating the notion that the university would want the capability of switching to a "virtual campus environment" offering most classes online. Other issues under consideration involve grading, graduation and commencement, extension of quarters, etc. The UCAPC was asked how it might assist in this endeavor of finding viable solutions and, in particular, in reference to what other universities have put in place along these lines with specific reference to the University of Maryland and its "Academic Programs Plan for Pandemic Flu Emergency" as follows

   **University of Maryland Academic Programs Plan for Pandemic Flu Emergency.**

The University of Maryland's complete plan (for administration, communications, etc.) was also noted as follows

   **University of Maryland Emergency Preparedness**

The committee felt that this requires serious and comprehensive study and was not prepared to provide specific suggestions at this time. It was also believed that the AAUP would have to potentially have input in coordinating curriculum decisions with compensation and workload implications. In any event, the committee looks forward to more communication and information on this effort and would like to review and provide input on forthcoming draft proposals that involve curriculum and academic policy matters that must be presented to the Faculty Senate.

Adjourned: Next meeting March 5. Winter Quarter Meetings and other Schedules as follows:

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<tr>
<th>UCAPC</th>
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<th>Faculty</th>
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<td>March 5</td>
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<td>February 21, 12:00 Noon</td>
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<td>May TBA</td>
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<td>June 4</td>
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University General Education Committee Meeting, November 1, 2006, 3:30 p.m. Present: Rich Bullock (CoLA), Mindy Diesslin (CoSM), Carole Endres (RSCoB), Jean Edwards (CoSM), David Reynolds (CECS), Jason Sigritz (Student Government), Kim Stewart (CoNH), Jeanne Fraker (UVC), Joe Law (WAC), Mary Kenton (Honors), Susan Carrafiello (CoLA, Chair)

1. The minutes from 10 04 06 were approved.

2. The committee welcomed Dr. Robert Sweeney, Chair of the Provost’s Task Force on Community and Civic Engagement. Dr. Sweeney offered a broad and extensive discussion of the charge and conclusions of the task force. He then fielded a number of questions about issues such as service learning, definitions, etc. After his presentation, the committee concluded that much spade work remained to be done on the issue of service learning/civic engagement, particularly in the area of definitions and infrastructure. The committee agreed that this work should be done before the GE objectives are formally revised to include service learning/civic engagement. The committee strongly supports its involvement in this process in the future.

3. The committee briefly reviewed the GE evaluation report summary prepared by Joe Law. More discussion will follow at the next meeting.

4. The chair invited members of UGEC to consider attending a February workshop on GE assessment offered by the Higher Learning Commission of the NCA. Jeanne Fraker expressed interest in attending.

5. The meeting adjourned at 4:40 pm. The next meeting will be held in January.
Undergraduate Curriculum and Academic Policy Committee

Undergraduate Academic Program Review Committee

Responsibilities and Procedures (Approved: Faculty Senate, June 2005)

Complete Schedule of Programs for Review: 2005-06 through 2011-12

Program Reviews: 2010-11

**English (B.A.) and English: Integrated Language Arts (B.A.)**

- Theatre Arts [N.B. may have outside accreditation]
  - Acting (B.F.A.)
  - Acting—Musical Theatre (B.F.A.)
  - Dance (B.F.A.)
  - Motion Picture History, Theory, & Criticism (B.A.)
  - Motion Picture Production (B.F.A.)
  - Theatre Design/Technology/Stage Management (B.F.A.)
  - Theatre Studies (B.A.)

Technical Associate Degree Programs:

- Computer-Aided Drafting Design (A.A.S.)
- Financial Management Technology (A.A.B.)
- Information Technology: Graphic Communications and Production Technology (A.A.B.)
- Office Information Systems (A.A.B.) – Legal or Medical Option
- Technical Studies (A.T.S.)

Program Reviews: 2009-10

**Liberal Studies (B.A.)**

**Music**

- Music (B.A.)
- Music Education (B.M.)
- Music History & Literature (B.M.)
- Music Performance (B.M.)

**Religion (B.A.)**

- Classical Humanities (B.A.)
- Greek (B.A.)
- Latin (B.A.)
- Philosophy (B.A.)

**Associate Degrees (AA & AS):**

- Biological Sciences (A.S.)
- Business and Administration (A.S.)
- Chemistry (A.S.)
- Communications (A.A.)
- History (A.A.)
- Liberal Studies (A.A.)
- Psychology (A.A.)
- Social Work (A.A.)
Program Reviews: 2008-09

**General Education**
Human Resource Management (B.S.B.)
Financial Services (B.S.B.) -- see 2006-07
French (B.A.)
German (B.A.)
**Modern Languages (B.A.)**
Spanish (B.A.)
**International Studies (B.A.)**
Liberal Studies (B.A.) -- see 2009-10
**Economics (B.S.B.)**
Economics (B.A.)
**African & African American Studies (B.A.)**

Program Reviews: 2007-08

College of Engineering—all degree programs
General Education (see 2008-09 above)
English (B.A.) -- see 2010-11
English: Integrated Language Arts (B.A.) -- see 2010-11
**Chemistry**
Chemistry (B.S., B.A.)
Chemistry Education (B.S.)
Chemistry (A.S., Lake Campus)
Geological Sciences (B.S., B.A.)
Geological Sciences Education (B.A.)
**Mathematics (B.S., B.A.)**
Mathematics Education (B.S.)
**Physics (B.S., B.A.)**
Physics Education (B.A.)

Program Reviews: 2006-07

**Management Information Systems (B.S.B.)**
Operations Management (B.S.B.)
Management (B.S.B.)
**Finance (B.S.B.)**
Financial Services (B.S.B.)
**International Business (B.S.B.)**
Business and Administration (A.S., Lake Campus)
**Music**
Music (B.A.)
Music History & Literature (B.M.)
Music Performance (B.M.)
Music Education (B.M.)

**Report Summary**
National Association of Schools of Music Visitor's Report
Music Report following WSU Format

**Communication**
Communication Studies (B.A.)
Mass Communication (B.A.)
Organizational Communication (B.A.)—dual major
Communication (A.A., Lake Campus)
**Criminal Justice (B.A.)**

http://www.wright.edu/ucapc/uaprc/uaprc.htm[9/18/2015 11:01:06 AM]
Political Science (B.S.)
Sociology (B.A.)
Anthropology (B.A.)

Program Reviews: 2005-06

Nursing (B.S.N.) [N.B. CCNE accreditation 2004-05, thus can use existing self-study, etc.]*
Organizational Leadership (B.S.) (includes Lake Campus)
Rehabilitation Services (B.S.)
Athletic Training (B.S.)
Psychology (B.S., B.A.)
Psychology (A.A., Lake Campus)
Biological Sciences (B.S., B.A.)
Biological Sciences Education (B.S., B.A.)
Biological Sciences (A.S., Lake Campus)
Accountancy (B.S.B.)
Marketing (B.S.B.)

UCAPC HOME
TO: Sharon Nelson, Associate Dean, College of Liberal Arts
FROM: Kirsten Halling, Dept. of Modern Languages, College of Liberal Arts
DATE: November 29, 2006
SUBJECT: Program Requirements Change for French Major

As Chair of the Department of Modern Languages’ Curriculum Committee, I would like to request the following changes to the French major as approved by the Modern Languages Curriculum Committee, the Department Chair and the Department as a whole:

1. We wish to add FR 351, French Civilization taught in French, as a formal requirement for the French major (replacing one of the FR 300/400 electives).
2. We would like to reduce our related course requirements by one course. Instead of asking our students to take both a comparative literature course (CPL 310) and a literature in translation course (such as ML 312), we’d like for them to choose one or the other.
3. Also under Related Course Requirements, we would like to allow our students to choose between a culture course (such as ML 303) and LI 371 Introduction to Linguistics (which was not previously listed as a Related Course Requirement for French Majors).
College of Liberal Arts
Program Requirements Change

Department: Modern Languages
Major Program: French

| CURRENT | | NEW |
|---------|---------|
|         | Hours   | Hours |
| I. General Education | 56 | I. General Education | 56 |
| II. Departmental Requirements | | II. Departmental Requirements |
| III. Related Requirements | 16 | III. Related Requirements |
| CPL 310-4, ML 301-4 | | ML 301-4 |
| One course from: ML 302-4, 303-4, 304-4, 305-4, 306-4 | | One course from: |
| One course from: ML 312-4, 313-4, 314-4, 315-4, 316-4 | | |
| IV. Foreign Language and Research Methods | 12 | IV. Foreign Language and Research Methods |
| One course from: CS 205-4, 206-4, 141-4, MIS 100-4, MUS 465-4 | | One course from: |
| One course from: COM 449-4, MUS 414-4, MS 204-4, PLS 210-4, SW 291-4, SOC 300-4, STT 160-4, STT 264-4, URS 410-4 | | CS 205-4, 206-4, 141-4, MIS 100-4, MUS 465-4 |
| One course from: PHL 215-4, 223-4, 323-4, 471-4, 472-4 | | One course from: |
| | | COM 449-4, MUS 414-4, MS 204-4, PLS 210-4, SW 291-4, SOC 300-4, STT 160-4, STT 264-4, URS 410-4 |
| One course from: PHL 215-4, 223-4, 323-4, 471-4, 472-4 | | One course from: |
| V. Electives | 42 | V. Electives |
| TOTAL | 192 | TOTAL | 192 |

Notes: Proposed changes in departmental and related requirements only. Proposed new requirements are underlined and in blue type.

Approved: Curriculum Committee
UCAPC
Faculty Senate

Date: __________
DATE: December 5, 2006

TO: Undergraduate Curriculum Committee

FROM: Roberta Pohlman, Ph.D.
Associate Professor, Department of Biological Sciences

SUBJECT: Justification for Microbiology & Immunology option

Since the dissolution of the Microbiology & Immunology Department July of 2000, undergraduate students interested in these two areas have had to find courses offered in a scattering of departments. Approximately five years ago, the biology department created an M&I concentration under our Bachelors of Sciences degree; however, it was never submitted to the college office for further approvals. Interest in the concentration has recently occurred and an “improved” version of the old concentration submitted. This new option is the Bachelors of Sciences degree with a shuffling of the life science electives. Currently, the life science electives read:

IV. Life Science Electives (40 credit hours)
Area D
Selected from 300- and 400- level courses. A minimum of 25 credits must have BIO, M&I, or EXB prefix. A maximum of 15 credits may be selected from the Departments of ANT, BMB, P&B, PHR, CHM, GL, MTH, STT, PHY, PSY, ATH, CL, EH. A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&B 499. Departmental honors students may apply up to 12 credits of BIO 495.

The proposed microbiology & immunology option steers students through their electives by “required electives” and listing a minimum amount of credit hours from departmentally selected courses. The “new” life science electives read:

IV. Life Science Electives (40 credit hours)

1. Required Courses: 11 credit hours
   - BIO 312 or Clinical Microbiology
   - M&I 426
   - M&I 431

2. Advanced Elective Courses: Select a minimum of 14 credit hours from the list below:
   - BIO 443, BIO 437, BIO 415, BIO 425
   - M&I 445, M&I 427, BIO 408, BIO 426
   - BIO 464/475, BIO 476/477, BIO 434
   - BMB 421, BMB423, BMB 427
   - EH 416, EH 462

3. A maximum of 17 credits may be selected from the Departments BIO, EXB, M&I, ANT, P&B, PHR, BMB, CHM, GL, MTH, STT, PHY, PSY, EH
   A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&B 499
   Departmental honors students may apply up to 12 credits of BIO 495.
## Department: Biological Sciences

**Major Program:** Bachelor of Science/M&I Option  
**Minor Program:**  
**Certificate Program:**

### Current Hours New Hours

#### I. General Education
- BIO 111, 112, 115  
MTH 228 or 229 and 230, or STT264 and 265

**Hours:** 42  
**New Hours:** 40

#### II. Departmental Core Requirements
- BIO 111, 112, 115  
- BIO 210, 211, 212, 213, 230, 231, 492

**Hours:** 12  
**New Hours:** 12

#### III. Supporting Requirements
- CHM 121, 122, 123, 211/215, 212/216, 213/217  
- PHY 111/101, 112/102, 113/103, or 240/200, 242/202, 244/204

**Hours:** 33  
**New Hours:** 33

#### IV. Life Science Electives
- Area D  
Selected from 300- and 400-level courses. A minimum of 25 credits must have BIO, M&I, or EXB prefix. A maximum of 15 credits may be selected from the Departments of ANT, BMB, P&B, PHR, CHM, GL, MTH, STT, PHY, PSY, ATH, CL, EH. A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&B 499. Departmental honors students may apply up to 12 credits of BIO 495.

**Hours:** 40

#### V. General Electives
-  
**Hours:** 4-6

**Total Hours:** 187

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### Department Chair

**Date**

### College Curriculum Committee Chair

**Date**

### College Dean

**Date**

### UCAPC Chair

**Date**

### Faculty Senate

Date approved

### Registrar

Date received

### Date posted
DATE: December 5, 2006
TO: Undergraduate Curriculum Committee
FROM: Roberta Pohlman, Ph.D.
Associate Professor, Department of Biological Sciences
SUBJECT: Justification for Ecology option

In recent years, the Department of Biological Sciences has hired a number of new faculty with research, or some area of research, in the ecology field. Also, it recent months, the Institute for Environmental Quality and Geological Sciences has merged to form the Department of Earth and Environmental Sciences (EES). With this juncture, the Environmental Health Sciences program has left our department and is now housed within the EES. These two events have allowed the department to construct an ecology option under our Bachelors of Sciences degree. This concentration of courses would target students who are interested in careers as Natural Resource Management, Bioremediation, and Wildlife Biology.

This new option is the Bachelors of Sciences degree with a shuffling of the life science electives. Currently, the life science electives read:

IV. Life Science Electives (40 credit hours)
Area D
Selected from 300- and 400- level courses. A minimum of 25 credits must have BIO, M&I, or EXB prefix. A maximum of 15 credits may be selected from the Departments of ANT, BMB, P&B, PHR, CHM, GL, MTH, STT, PHY, PSY, ATH, CL, EH. A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&B 499. Departmental honors students may apply up to 12 credits of BIO 495.

The proposed ecology option steers students through their electives by “required electives” and listing a minimum amount of credit hours from departmentally selected courses. The “new” life science electives read:

IV. Life Science Electives (40 credit hours)
1. Required Courses: Select a minimum of 3 courses OR 16 credit hours
   BIO 312, BIO 313, BIO 314, BIO 315,
   BIO 316, BIO 406, BIO 414, BIO 456
or approved substitution
2. Advanced Ecology Courses:
   Select a minimum of 12 credit hours from the list below:
   BIO 380, BIO 312, BIO 407, BIO 411
   BIO 420, BIO 445, BIO 470, BIO 473
   BIO 484, BIO 408
*Courses listed in section 1 maybe used if not taken to fulfill section 01.
3. A maximum of 12 credits may be selected from the Departments of BMB, CHM, GL, MTH, STT, PHY, EH.
   A maximum of eight credits of independent study courses may apply
   i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&B 499
   Departmental honors students may apply up to 12 credits of BIO 495.
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<td>IV. Life Science Electives</td>
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<td>Selected from 300- and 400-level courses. A minimum of 25 credits must have BIO, M&amp;I, or EXB prefix. A maximum of 15 credits may be selected from the Departments of ANT, BMB, P&amp;B, PHR, CHM, GL, MTH, STT, PHY, PSY, ATH, CL, EH. A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&amp;B 499. Departmental honors students may apply up to 12 credits of BIO 495.</td>
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<td>III. Supporting Requirements</td>
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<td>IV. Life Science Electives</td>
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<td>BIO 312, BIO 313, BIO 314, BIO 315, BIO 316, BIO 406, BIO 414, BIO 456 or approved substitution</td>
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<td>2. Advanced Ecology Courses:</td>
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<td>Courses listed in section 1 may be used if not taken to fulfill this section.</td>
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<td>3. A maximum of 12 credits may be selected from the Departments of BMB, CHM, GL, MTH, STT, PHY, EH. A maximum of eight credits of independent study courses may apply: i.e. BIO 399, 488, 490, 492, 499, CHM 488, ANT 499, BMB 499, P&amp;B 499. Departmental honors students may apply up to 12 credits of BIO 495.</td>
<td></td>
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<tr>
<td>V. General Electives</td>
<td>6-9</td>
</tr>
<tr>
<td>Total</td>
<td>187</td>
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