

**EAST CAROLINA UNIVERSITY FACULTY SENATE
ACADEMIC AND APPELLATE COMMITTEE ANNUAL REPORT**

2019-2020 Academic Year

COMMITTEE: Undergraduate Curriculum Committee

(4 page limit, please)

Membership (include ex-officio members).

Regular Members: Jean-Luc Scemama, Chair, Stacy Weiss, Vice Chair, Josie Bowman, Secretary, Jonathan Dembo, Guiseppe Getto, Debra Jordan, Marylaura Papalas, Karen Vail-Smith

Ex-Officio Members (with vote): Cynthia Bellacero, Provost's Representative, Ken Furguson, Chancellor's Representative, Ishara Matthews, SGA Student Representative, Lynne Modlin, Rep. of VC for Health Sciences, Gail Ratcliff, Chair of Faculty Representative

Office of the Registrar: Diane Coltraine

IPAR, Academic Planning and Accreditation (APA): Emily Maida, Rex Rose, Karen Traynor.

Meeting Dates (include members present).

Meeting Date	Attendance
29-Aug-19	Organizational Meeting: Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Debra Jordan, Lynne Modlin, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
12-Sep-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Debra Jordan, Ishara Matthews, Lynne Modlin, Gail Ratcliff, Jean-Luc Scemama, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
26-Sep-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Ishara Matthews, Lynne Modlin, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
10-Oct-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Debra Jordan, Ishara Matthews, Lynne Modlin, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
24-Oct-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Debra Jordan, Ishara Matthews, Lynne Modlin, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
14-Nov-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Debra Jordan, Ishara Matthews, Lynne Modlin, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Karen Traynor, Emily Maida
12-Dec-19	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Debra Jordan, Lynne Modlin, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Rex Rose, Karen Traynor, Emily Maida
23-Jan-20	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Debra Jordan, Ishara Matthews, Marylaura Papalas, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor
6-Feb-20	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Guiseppe Getto, Debra Jordan, Ishara Matthews, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor
13-Feb-20	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Ishara Matthews, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor
27-Feb-20	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Guiseppe Getto, Debra Jordan, Ishara Matthews, Marylaura Papalas, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor

5-Mar-20	Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Guisepppe Getto, Debra Jordan, Ishara Matthews, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor
26-Mar-20	Extra Meeting: Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Ken Furguson, Debra Jordan, Marylaura Papalas, Gail Ratcliff, Jean-Luc Scemama, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor
9-Apr-20	Organizational Meeting: Cynthia Bellacero, Josie Bowman, Jonathan Dembo, Guisepppe Getto, Ishara Matthews, Marylaura Papalas, Jean-Luc Scemama, Karen Vail-Smith, Stacy Weiss, Diane Coltraine, Rex Rose, Karen Traynor

Subcommittees established during the year (include progress and/or completion of work).

None.

Accomplishments during the year. Please include recommendations made to any University agency other than the Faculty Senate.

- A. Revised the Undergraduate Curriculum Committee charge to include: "The committee ensures that proposals adhere to best practices in higher education and agreed upon academic standards." The committee also updated language in the charge to reflect current committee names (Council for Teacher Education was updated to Council for Educator Preparation).
- B. Established a consent agenda process for uncontroversial packages, which is determined by the members of the committee prior to the meeting date. The consent agenda allows originators not to attend meetings for minor curriculum changes.
- C. Reviewed courses banked for 5 or more years. The committee drafted an email that was distributed to all affected units that outlined these courses would be deleted if a justification to keep them was not provided by the provided date. The committee reviewed and voted on the justifications to keep the outlined courses and delete the remaining courses. This process led to the deletion of 63 courses from the undergraduate catalog.
- D. The UCC held an extra meeting to review and approve curriculum packages on March 26, 2020 to provide more units the opportunity to meet the 2020-2021 catalog deadline.
- E. The UCC continued to utilize the commenting feature in the proposal forms in Curriculog to alert originators to small errors/questions about proposals before the meetings. This practice allowed originators to address those issues or answer those questions before the meeting in many cases, and the meetings were more efficient and fruitful as a result.
- F. The UCC reviewed 403 curricular actions.

Reports to the Faculty Senate (include dates and resolution numbers).

Resolution #19-73

Approved by the Faculty Senate: October 15, 2019

Approved by the Chancellor: November 18, 2019

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee's meeting minutes of September 12, 2019, including curricular actions within the School of Art and Design and School of Communication within the College of Fine Arts and Communication and the Committee's meeting minutes of September 26, 2019, including curricular actions within the School of Communication within the College of Fine Arts and Communication.

Resolution #19-77

Approved by the Faculty Senate: November 12, 2019

Approved by the Chancellor: December 12, 2019

Revisions to the Undergraduate Curriculum Committee Charge

Resolution #19-80

Approved by the Faculty Senate: November 12, 2019

Approved by the Chancellor: December 12, 2019

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting minutes of March 28, 2019 including curricular actions in the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the Department of Computer Science within the College of Engineering and Technology; April 11, 2019 including curricular actions in the Department of Mathematics, Science, and Instructional Technology Education within the College of Education, Department of Interior Design and Merchandising within the College of Health and Human Performance, and the Departments of Chemistry and Mathematics within the Thomas Harriot College of Arts and Sciences; April 25, 2019 including curricular actions within the Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, and the College of Education; and October 10, 2019 including curricular actions within the Department of Health Education and Promotion, Department of Kinesiology, Department of English, Department of History, and Department of Biology.

Resolution #19-89

Approved by the Faculty Senate: December 10, 2019

Approved by the Chancellor: January 21, 2020

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting minutes of November 14, 2019 including curricular actions within the College of Business and Department of English.

Resolution #20-07

Approved by the Faculty Senate: January 28, 2020

Approved by the Chancellor: March 1, 2020

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting minutes of December 12, 2019 including curricular actions in the Department of Literacy Studies, English Education and History Education within the College of Education, Department of Human Development and Family Science within the College of Health and Human Performance, Department of Mathematics and Department of Geography, Planning and Environment within the College of Arts and Sciences, School of Hospitality Leadership within the College of Business.

Resolution #20-13

Approved by the Faculty Senate: February 25, 2020

Approved by the Chancellor: April 6, 2020

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting minutes of January 23, 2020 including curricular actions within the Departments of Sociology, History, Foreign Languages and Literatures, Geological Sciences, and Geography, Planning, and Environment within the College of Arts and Sciences, within the Department of Health Education and Promotion in the College of Health and Human Performance, and within the College of Engineering and Technology and the College of Education; and in the meeting minutes of February 6, 2020, including curricular actions in the Department of Physical Therapy within the College of Allied Health Sciences, the Department of Marketing and Supply Chain Management within the College of Business, the Departments of Kinesiology, Human Development and Family Science, and Recreation Sciences within the College of Health and Human Performance, and the Department of Special Education, Foundations and Research within the College of Education.

Resolution #20-26

Approved by the Faculty Senate: March 31, 2020

Approved by the Chancellor: April 21, 2020

Curriculum and academic matters acted on during the Undergraduate Curriculum Committee's February 13, 2020 meeting including curricular actions in the Departments of History and Criminal Justice within the Harriot College of Arts and Sciences, the Departments of Accounting and Management Information Systems within the College of Business, and the Department of Military Science within the College of Health and Human Performance; the February 27, 2020 meeting including curricular actions in the Department of Elementary Education within the College of Education, the Department of Addiction and Rehabilitation Studies within the College of Allied Health Sciences, and the Department of

Philosophy and Religious Studies within the Harriot College of Arts and Sciences; and the March 5, 2020 meeting including curricular actions in the Departments of Mathematics, English, Physics, and Foreign Languages and Literatures within the Harriot College of Arts and Sciences, and the School of Theatre and Dance within the College of Fine Arts and Communication.

Resolution #20-42

Approved by the Faculty Senate: April 28, 2020

Approved by the Chancellor: May 20, 2020

420 Curriculum and academic matters acted on during the Undergraduate Curriculum Committee's March 26, 2020 meeting, including curricular actions in the School of Music within the College of Fine Arts and Communication, the Departments of Sociology and Geography, Planning and Environment, within the Harriot College of Arts and Sciences, and the Department of Computer Science within the College of Engineering and Technology.

Business carried over to next year (list in priority order).

Revising the examples for the Summary of Request document.

Review the appropriate verbs for the student learning objectives

Discuss student learning objectives with the General Education and Instructional Committee to ensure proper and consistent guidance is provided to faculty that will satisfy both committees.

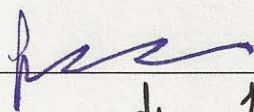
Evaluation of the committee (include anything that hindered or assisted the committee's work during the year).

- A. Charge: The committee updated its charge to include language that grants the authority to reject curricular actions that do not conform to best educational practices.
- B. Personnel:
- C. Attendance: Committee members attended regularly and there was never a problem achieving quorum. Committee members should be commended for their willingness to meet for extra meetings or for extra time.
- D. Responsibilities:
- E. Activities:

Suggestion(s) to the Chair of the Faculty for improving the effectiveness of the committee.

Does the Committee's organizational meeting next year need to be earlier than the date set this year?

If yes, when do you prefer: _____

Signed: Chairperson _____


Vice Chair Stacy Weiss

Secretary _____

Please forward the completed, approved annual report to the Faculty Senate office via email (facultySenate@ecu.edu) no later than May 15, 2019.