

(4 page limit, please)

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

**2022-2023 Academic Year
COMMITTEE: Undergraduate Curriculum Committee**

Membership (include ex-officio members).

Regular Members: Stacy Weiss, Chair, Debra Jordan, Vice Chair, Marylaura Papalas, Secretary, Gabriel DiMartino, Ryan Kirk, Rick Powers, Elena Murenina, Susanne Raedeke

Ex-Officio Members (with vote): Cynthia Bellacero, Provost’s Representative, Joshua Crockett, SGA Student Representative, Kenneth Ferguson, Chancellor’s Representative, Nathan Hudson, Faculty Senate Representative, Karen Yarbrough, Chair of the Faculty Representative

Office of the Registrar: Diane Coltraine

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

Meeting Dates (include members present).

Meeting Date	Attendance
08-Sep-22	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Debra Jordan, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
22-Sep-22	Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Emily Maida, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
13-Oct-22	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Emily Maida, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
27-Oct-22	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Emily Maida, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
10-Nov-22	Cynthia Bellacero, Diane Coltraine, Kenneth Ferguson, Debra Jordan, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
8-Dec-22	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Emily Maida, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
12-Jan-23	Diane Coltraine, Gabriel DiMartino, Debra Jordan, Ryan Kirk, Emily Maida, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
26-Jan-23	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Nathan Hudson, Debra Jordan, Ryan Kirk, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
09-Feb-23	Cynthia Bellacero, Diane Coltraine, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Emily Maida, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss
23-Feb-23	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Ryan Kirk, Elena Murenina, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
02-March-23	Cynthia Bellacero, Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Debra Jordan, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
23-March-23	Diane Coltraine, Gabriel DiMartino, Nathan Hudson, Debra Jordan, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
06-April-23	Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Debra Jordan, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough
13-April-23	Diane Coltraine, Gabriel DiMartino, Kenneth Ferguson, Nathan Hudson, Ryan Kirk, Elena Murenina, Marylaura Papalas, Rick Powers, Susanne Raedeke, Rex Rose, Stacy Weiss, Karen Yarbrough

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

The UCC established two subcommittees this academic year. One subcommittee was established to address diversity, equity, and inclusion (DEI) language in the university catalog and other 'forward facing' university publications. Another subcommittee was established to work with the Writing Across the Curriculum Committee (WAC), General Education and Instructional Effectiveness Committee (GEIEC), and Service Learning Committee (SL) to develop a Curriculog form and process for all ECU course designations.

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

- A. The UCC collaborated with GCC and the Office of Faculty Excellence to adopt a revised list of Bloom's Taxonomy verbs to be hyperlinked in Curriculog. The UCC approved the revised list at their January 12, 2023 meeting. The Curriculog Advisory Group will consider the new resource at their 2023 annual meeting.
- B. In order to create consistency and inclusivity for ECU's diverse student population, the Undergraduate Curriculum Committee recommends the development of a style guide on diverse, equitable, and inclusive language, including gender-neutral language, to be adopted for use in the Undergraduate Catalog and other university publications. The chair of UCC met with the chair of the Committee for Diversity, Equity and Inclusion to discuss the recommendation.
- C. The UCC developed a definition of an editorial change as it relates to undergraduate catalog: Editorial changes include revisions impacting grammar, spelling, style or clarity that do not impact content.
- D. The UCC was charged by the Chair of Faculty Senate to investigate the use of adding an icon to courses with zero-cost or low-cost textbooks to be displayed in the course catalog and Banner. Initial investigation and discussion shows that Banner has a zero-cost icon that can be used in the Banner Course Catalog via Pirate Port to indicate sections that include zero-cost texts. The ECU Undergraduate Catalog does not display course information by section. Discussion among committee members indicated possible benefits of such a designation include instructors and programs considering the costs of student materials more specifically, considering alternative materials if necessary, and providing more transparency in costs. Concerns included highlighting inequities that already exist between sections or programs and for students regarding cost. Such a designation option might also imply that textbooks do not add value to learning. Other considerations are the increased work placed on staff to enter additional information and how to define textbooks since there are additional costs besides a book. A survey will need to be developed to send to curriculum package preparers to seek additional feedback before reporting to Faculty Senate.
- E. The UCC reviewed and provided feedback to the proposal for a research intensive course designation.
- F. The UCC held extra meetings to review and approve curriculum packages on April 6, 2023 and April 13, 2023 to provide more units the opportunity to meet the deadline for inclusion in the 2023-2024 catalog. Meetings are scheduled to end at 5pm, but the meetings on March 2, March 23, and April 6 adjourned after 5pm to accommodate necessary discussion. UCC heard packages during the business meeting on April 13 to accommodate additional packages this year.
- G. The UCC continued to utilize the comment 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 issues or answer questions before the meeting in many cases, and the meetings were more efficient and fruitful as a result.
- H. The UCC conducted all meetings during the 2022-2023 academic year through Teams, utilizing the waiting room, chat, and screen sharing features. The virtual format facilitated UCC members, including elected and ex-officio members and staff, to discuss packages with presenting faculty and guests regardless of their location and social distancing requirements.
- I. The UCC reviewed 604 curricular actions.

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

Resolution #22-56

Approved by the Faculty Senate: November 1, 2022

Approved by the Chancellor: December 14, 2022

Curriculum and academic matters acted on and recorded in the September 22, 2022 Undergraduate Curriculum Committee meeting including actions within the following units: Department of Coastal Studies within Integrated Coastal Programs, Department of Baccalaureate Education within the College of Nursing.

Resolution #22-63

Approved by the Faculty Senate: December 6, 2022

Approved by the Chancellor: January 26, 2023

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting of October 13, 2022 including curricular actions in the following units: Department of Addictions and Rehabilitation Studies within the College of Allied Health Sciences, School of Social Work within the College of Health and Human Performance; And in the meeting of October 27, 2022 including curricular actions in the following units: Department of Computer Science within the College of Engineering and Technology, Department of Anthropology within the Thomas Harriot College of Arts and Sciences, Department of Kinesiology within the College of Health and Human Performance, Department of Communication Sciences and Disorders within the College of Allied Health Sciences.

Resolution #23-02

Approved by the Faculty Senate: January 24, 2023

Approved by the Chancellor: March 1, 2023

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting of November 10, 2022, including curricular actions in the following units: Department of Geography, Planning, and Environment within the Thomas Harriot College of Arts and Sciences, Departments of Kinesiology and Health Education and Promotion within the College of Health and Human Performance. Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting of December 8, 2022, including curricular actions in the following units: Department of Biology and Interdisciplinary Programs within the Thomas Harriot College of Arts and Sciences, Departments of Kinesiology and Human Development and Family Science within the College of Health and Human Performance.

Resolution #23-12

Approved by the Faculty Senate: February 21, 2023

Approved by the Chancellor: April 6, 2023

Curriculum and academic matters acted on and recorded in the Undergraduate Curriculum Committee meeting of January 12, 2023 including curricular actions in the following unit: School of Communication within the College of Fine Arts and Communication. Also, curriculum and academic matters acted on and recorded in the meeting of January 26, 2023 including curricular actions in the following units: Department of Biology within the Thomas Harriot College of Arts and Sciences, Interdisciplinary Programs within the Thomas Harriot College of Arts and Sciences, Department of History within the Thomas Harriot College of Arts and Sciences, School of Communication within the College of Fine Arts and Communication, Department of Literacy Studies, English Education, and History Education within the College of Education, Department of Computer Science within the College of Engineering and Technology.

Resolution #23-24

Approved by the Faculty Senate: March 28, 2023

Approved by the Chancellor: pending

Curriculum and academic matters acted on during the February 9, 2023 Undergraduate Curriculum Committee meeting including curricular actions in the following units: Department of Geography, Planning and Environment within the Thomas Harriot College of Arts and Sciences, Department of Kinesiology within the College of Health and Human Performance, Department of Recreation Sciences within the College of Health and Human Performance. And curriculum and academic matters acted on during the February 23, 2023 meeting including curricular actions in the following units: School of Music within the College of Fine Arts and Communication, Department of Management within the College of Business.

Resolution #23-XX

Approved by the Faculty Senate: April 25, 2023

Approved by the Chancellor: pending

Curriculum and academic matters acted on and recorded during the March 2, 2023 meeting, including curricular actions in the following units: School of Theatre and Dance within the College of Fine Arts and Communication, Department of Chemistry within the Thomas Harriot College of Arts and Sciences, Department of Technology Systems within the College of Engineering and Technology, Interdisciplinary Programs within the Thomas Harriot College of Arts and Sciences, Department of Political Science within the Thomas Harriot College of Arts and Sciences, School of Art and Design within the College of Fine Arts and Communication, School of Theatre and Dance within the College of Fine Arts and Communication. And recorded during the March 23, 2023 meeting, including curricular actions in the following units: Department of Kinesiology within the College of Health and Human Performance, Department of Health Education and Promotion within the College of Health and Human Performance (both consent agenda item and two separate regular agenda items), Interdisciplinary Programs within the Thomas Harriot College of Arts and Sciences (both consent and regular agenda items), Department of English within the Thomas Harriot College of Arts and Sciences, Department of Mathematics within the Thomas Harriot College of Arts and Sciences, Department of Mathematics Education, Science Education, and Instructional Technology within the College of Education (both packages), Department of Literacy Studies, English Education, and History Education within the College of Education, Department of Special Education, Foundations, and Research within the College of Education, Department of Elementary and Middle Grades Education within the College of Education, Department of Economics within the Thomas Harriot College of Arts and Sciences, Department of Technology Systems within the College of Engineering and Technology. And recorded during the April 6, 2023 meeting, including curricular actions in the following units: Department of Sociology within the Thomas Harriot College of Arts and Sciences (both consent and regular agenda items), Department of Recreation Sciences within the College of Health and Human Performance, Department of Biology within the Thomas Harriot College of Arts and Sciences, Interdisciplinary Programs within the Thomas Harriot College of Arts and Sciences (the revision to the Multidisciplinary BA and BS, the revision to the Religious Studies minor, and the revision to the Religious Studies Structured Concentration within the BA), Department of Foreign Languages and Literatures within the Thomas Harriot College of Arts and Sciences, Department of

Philosophy and Religious Studies within the Thomas Harriot College of Arts and Sciences, Department of Criminal Justice within the Thomas Harriot College of Arts and Sciences (both packages). And recorded during the April 13, 2023 meeting, including curricular actions in the following units: Department of Interior Design and Merchandising within the College of Health and Human Performance (both consent agenda and regular agenda items), School of Communication within the College of Fine Arts and Communication (both consent agenda and regular agenda items), Department of Computer Science within the College of Engineering and Technology (both consent agenda and regular agenda items), Department of Mathematics within the Thomas Harriot College of Arts and Sciences (both consent agenda and regular agenda items), Department of Kinesiology within the College of Health and Human Performance.

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

1. Report to faculty senate regarding zero-cost or low-cost textbooks.
2. Consider if any revisions to the committee charge are needed related to ex-officio membership.

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

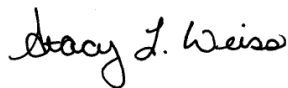
- A. Charge:
- B. Personnel: The feedback provided by each committee member to curriculum packages was a key component in the success of the committee this year. Many thanks to all members for their hard work this semester. The SGA student representative was unable to attend due to schedule conflicts and although a replacement member was requested one was not found. Thank you to Sue Raedeke and Elena Murenina for their significant contributions to UCC the past three years, as they are both ending their terms. Many thanks to Deb Jordan, who has served as Vice Chair for three years who is also ending her term. Thank you to Kenneth Ferguson, Nathan Hudson, and Karen Yarbrough for all of their work and representation as ex-officio members with one year terms. The committee greatly appreciated Diane Coltraine's expertise and insight regarding catalog and curriculum questions throughout the year. In addition to going above and beyond to provide support to package preparers and the committee, Rex Rose provided additional information, supporting policies, and documentation to inform committee discussions, and he compiled feedback for the continuous improvement of the curricular development process.
- C. Attendance: Committee members should be commended for their willingness to meet for extra meetings, for extra time, and for completing their work in a virtual environment.
- D. Responsibilities:
- E. Activities:

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

1. The UCC recommends that faculty submit all curricular changes in Curriculog as early in the fall semester as possible to ensure there is enough time for the curriculum revisions to be reviewed and approved during the academic year.
2. University guidelines and policies are needed for creating minors, including the required or recommended number of 3000 and 4000 level courses and the overlap between degrees and minors.
3. University guidelines and policies for creating accelerated programs, including the substitution of courses are needed.

Does the Committee's organizational meeting next year need to be earlier than the date set this year? No. If yes, when do you prefer: _____

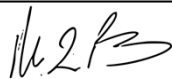
Signed: Chairperson _____



Vice Chair _____



Secretary _____



Please forward the completed, approved annual report to the Faculty Senate office via email (facultysenate@ecu.edu) no later than May 15, 2023.