

Plymouth State University Curriculum Committee Meeting Minutes

January 22, 2021

Voting Members Present: Hilary Swank (Chair), Liz Ahl, Dave Mackey, Roxana Wright, Justin Wright, Laura Tilghman, Kimberly Ritchie, Jennifer DeMoras, Clarissa Uttley (*Nine voting members present, one departed the meeting at 3:15 pm, a second member at 5:00 pm*)

Non-Voting Presenters/Members Present: Pat Cantor, Sarah Robertson, Jeremy Heidenreich, Candy King, Pamela Annesar, Vince Nocera, Rynne Carmichael, David Ferrar, Gillian Benedetti, Lori Armstrong, Joseph Rino, Brian Weisenhauer, Brandon Haas, Rebecca Noel, Sarah Parrish, Melissa Ulery

Absent/Excused: Tonya LaBrosse

Chair Hilary Swank called the meeting to order at 2:31 pm.

- I. Approval of the December Minutes-*Approved as submitted.*
- II. Online Voting: All online votes from January recorded in the February minutes due to voting spanning over both months. All proposals are in CIM [####] = ID.

Unfinished Business:

a) Delete Anthropology/Sociology major (2 items in CIM, both [13])
[Not Approved 0-7-2-0] Discussion: Brian Weisenhauer available to answer questions. A member raised concern about the deletion impact to upper level courses; specifically to deleting classes required to graduate. It gives the illusion of diversity and choice when there is no resource support. Discussion ensued around the semi-invisible repercussions across campus with the removal of focus requirements, as well as how this and other deletions affect other disciplines.

A member pointed out that the program just went through a process requested by OAA to improve the program, and now faces deletion. The program expresses disfavor of online options via another campus in the USNH system; stating in-person is the best option. Members encourage the program to have frank discussions with all faculty.

III. **New Business:**

- a) **Exercise and Sports Physiology**
- i) Approve new program M.S. in Applied Exercise Physiology & Human Performance [175]
[Approved 7-0-2-0] Discussion: Program representatives Rynne Carmichael, Vince Nocera, and David Ferrar in attendance to provide a program overview and answer questions. Overview of the proposal change is to diversify the exercise and sports physiology program to provide students more options, providing a two-year path, accompanied by a 3+2 program for existing students. The new program serves multiple paths, including graduate level human performance, clinical, and academic; making the new program unique from the competition.

Discussion ensued around available faculty to teach the new courses. Designed in a way to minimize overload, the program stated they are sharing an approved FTE with Allied Health, and an active faculty search is underway. Further resource discussion included the size of

the program in terms of credit, is it comparable to what is out in the mainstream. The program is mindful of the Master level experience. In comparison, the cost/time is comparable.

A member asked about start-up costs. Planning and budget strategized out 1-3 years with start-up costs listed as future fees approved by OAA and Financial Services. A general discussion ensued about the need to have budget approval before a Curriculum Committee vote. Additional budgetary questions posed about graduate assistance costs, as well as recurring equipment costs. The intent is to utilize program participants to fill the graduate positions, and maintain equipment with the approved budget.

The Registrar's Office noted the grading scale on the graduate level does not allow D grade, the lowest level is C- as the lowest passing grade. Also noted some elective requirement language as written can affect financial aid. Suggested to amend language and possibly add a footnote that an elective course is required.

Question asked around national testing and accreditation. Program is non-licensed and offers certifications.

A member asked about the Strength and Conditioning Facility. Although the program is not directly involved in the fundraising effort for the facility. The program acknowledges the center is key in helping to provide hands on experience for their program, which is a plus for marketing. The Facility offerings help to support placement by providing practical college level experience.

NEW COURSES Associated with New Program

- ii) Approve new course EX 5210: Advanced Exercise Physiology [5245]
- iii) Approve new course EX 5220: Advanced Exercise Physiology Laboratory [5246]
- iv) Approve new course EX 5310: Research Methods in Exercise Science [5247]
- v) Approve new course EX 5410: Applied Research in Exercise Science [5248]
- vi) Approve new course EX 5500: Graduate Seminar in Exercise Science [5249]
- vii) Approve new course EX 5520: Advanced Exercise Testing & ECG [5242]
- viii) Approve new course EX 5610: Advanced Strength and Conditioning [5237]
- ix) Approve new course EX 5620: Behavioral Intervention Strategies [5238]
- x) Approve new course EX 5700: Advanced Practicum in Exercise Science I [5250]
- xi) Approve new course EX 5730: Advanced Topics in Exercise Physiology [5243]
- xii) Approve new course EX 5840: Exercise Biochemistry & Sports Nutrition [5241]
- xiii) Approve new course EX 5920: Exercise Physiology in Clinical Populations [5244]
- xiv) Approve new course EX 6100: Advanced Practicum in Exercise Science II [5251]
- xv) Approve new course EX 6200: Graduate Thesis in Exercise Science [5252]

[Approved 7-0-1-1] Motion to approve this request as a package, includes 14 courses, so moved.

Discussion: Member asked about insurance and liability around the practicum courses. The university has insurance.

A member asked for clarification of the two Practicum classes. EX 5700 Advanced Practicum and Exercise Science I is intended for all students to take, where EX 6100 Advanced Practicum and Exercise Science II is intended for Practicum students only. Also noted, EX 6100 Advanced Practicum and Exercise Science II does not list EX5700 as a prerequisite and it is auditable. Program will make corrections to add the prerequisite and remove the auditable.

Additional minor edits noted with many courses to correct typos, remove auditable, and review repeatable listings.

A member mentioned the EX 5310 lists 3000 prerequisites, which should not be listed, as any student transferring in will have satisfied the prerequisite requirement. The RO notes there is more than one course that has the same prerequisites listed this way. Instead of removing them, the suggestion is to add a restriction to the listing to help manage and control entry.

A member asked why the EX 5500 Graduate Seminar is separate. Program intends to utilize all faculty to co-teach this course. The thought is to provide students with the opportunity to identify a particular area of interest early on in the program. This course is auditable.

All courses approved pending receipt of minor edits, auditable and removal of repeatable listings.

xvi) Modify Curriculum as indicated and add a new 3+2 Option to the BS in Exercise and Sports Physiology [34] **[Approved 6-0-2-1] Discussion:** *A member notes there are inconsistencies in the 3+2 versus the major. Recommended to review and discuss with an intent to build core then add options for efficient building and assurance the proper requirements are included. Program to work with the RO to revise formatting for best display in the catalog.*

A question posed around enrollment, will the 3+2 program pull seniors from the existing undergraduate level. The program feels the impact will be minimal. Question posed, cross-listed courses supporting both undergraduate and graduate programs are they noted in audit. OAA actively works with program coordinators on cross-listed courses.

Proposal approved pending receipt of revision to the core and option formatting for the catalog and Degree Works.

xvii) Approve three new courses

- EX 3860 : Exercise Testing and Prescription [5212]
- EX 3865 : Exercise Testing and Prescription Laboratory [5213]
- EX 4760 : Exercise Physiology for Special Populations [5214]

xviii) Delete three courses

- EX 3890 Exercise Testing
- EX 3895 Exercise Testing Laboratory
- EX 4780 Exercise Prescription

[Approved 7-0-1-1] Motion to approve three courses and delete three courses as a package; total count equal to six, so moved.

xix) Approve blanket agreements A and B [15 & 16] **[Approved 6-0-2-1]**

b) Elementary Education and Youth Development

i) Approve changes to Elementary Education [29]:

- Change the name of Elementary Education to Elementary Education and Youth Development (Two independent majors are coming together under one umbrella.)
- Approve three new options: Teacher Certification, Youth Development, and Non-Certification (The first two represent existing majors, just in their new combined format.)

- Revise curriculum as indicated. (Nearly all courses replaced with new ones or newer versions and the major restructured to include two options students can select along with a third, safety net option for very specific situations.)

[Approved 8-0-0-1] Discussion: Program representative Joseph Rino in attendance to provide a program overview and answer questions. Overview of the proposal change is to make the program more succinct, transition into four credit courses. Work to increase opportunity for students to enter the field of elementary education. Improve integration and remove silos. Help to prepare those who wish to teach, do so in a more integrated way.

A member asked, is the intent to offer a non-option to newly admitted students or only to students enrolled in the program. The intent is only to offer the option to existing students as a safety net. If a student realizes they do not wish to become a teacher, they may still complete the major without an option. The program has provided admissions with language to explain enrollment without a specific option.

A follow up question asked about the continuation of the existing note at the end of the program to confirm teacher certification. Program responds that the university is at the whim of the State. The program is reluctant to add it to the curriculum as the university has no control of the State certification process.

ii) Delete Youth Development and Education Major [66]
[Approved 8-0-0-1]

iii) Approve New Courses (15 Total)

Shared Core Courses:

ED 1500	5271	Foundations of Education
ED 2400	(Gen Ed) 5277	Child and Youth Development in Context
ED 2600	(Gen Ed) 5278	Learning and Development
ED 2800	(Gen Ed) 5261	Inclusive Education and Technology
ED 3000	(Gen Ed) 5267	Identity in a Diverse Society
ED 3500	5279	Project Based Learning and Design Thinking

Youth Development Option Courses:

5282	ED 3020	Competencies for Youth Dev. Professionals
5269	ED 3550	Leadership and Advocacy
5283	ED 4240	Youth Development & Education Seminar
5285	ED 4330	Youth Development & Education Internship

Teacher Certification Option Courses:

5262	ED 3010	Designing Positive Learning Environments
5268	ED 3150	Early Literacy
5272	ED 4200	Integrated Methods: Teaching for Authentic Understanding
5273	ED 4210	Integrate Methods Practicum (Year Long placement)
5274	ED 4550	Teaching Internship Seminar

[Approved 8-0-0-1] Motion to approve fifteen courses as a package, so moved. Discussion: A member asked for clarification why ED 4240 is using co-requisites versus pre-requisites. The program intention is to reduce the amount of student requests forms. Essentially a cleanup, it works as is. There is a recommendation to remove auditable in several courses. Additional recommended edit is to change the effective course terms to the 20-21 catalog to ensure the courses populate properly in Degree Works.

The RO will make this correction. In ED 2800 the program will remove the 'or' option to require the student to take ED2400 first.

A general discussion ensued around the value of continuing to offer course audit to students. All courses approved pending minor edits.

iv) Delete Courses (28)

- RL 3050 Foundations of Reading and Writing
- RL 3070 Language Arts and Reading in the Elementary School
- SE 2080 Children and Youth with Disabilities
- SE 3070 Classroom Applications in Inclusive Education
- SE 3090 Introduction to Special Education: Middle and Secondary
- CD 1000 Children and Youth in Schools and Community
- CD 2360 Foundations of Diversity
- CD 3000 Philosophical and Historical Perspectives on the Child in Society
- CD 3300 Competencies for Youth Development Professionals
- CD 3400 Integrated Arts
- CD 4050 Leadership and Advocacy for Children and Youth
- CD 4100 Contemporary Issues in Childhood Studies
- CD 4235 Childhood Studies Seminar
- CD 4240 Youth Development and Education Seminar
- CD 4330 Youth Development and Education Internship
- ED 1050 Core Skills for Educators
- ED 2350 Child and Youth Health and Development in Context
- ED 2500 Learning and Development
- ED 3050 Foundations of Teaching and Learning
- ED 3051 Designing Positive Learning Communities
- ED 3052 Assessing Children in Schools
- ED 3055 Foundations of Teaching Practicum
- ED 3060 Social Studies Curriculum and Instruction
- ED 3075 Knowing & Teaching Math
- ED 3080 Teaching in the Content Areas Practicum
- ED 3090 Science Curriculum and Instruction
- ED 4300 Elementary Internship in Teaching
- ED 4500 Elementary Education Teaching Seminar

[Approved 8-0-0-1] Motion to delete twenty-eight courses as a package, so moved.

Other

xvi) Approve Elementary Education and Youth Development Blanket Requests [19]
[Approved 8-0-0-1]

xvii) Delete CD – Childhood Studies Discipline Code [20]
[Approved 8-0-0-1]

xviii) Delete Afterschool Professional Certificate [46]
[Approved 8-0-0-1]

c) **History and Social Studies Education**

i) Approve curriculum revisions to Social Studies Education [61]:

- Rename the Social Studies education program to "History and Social Studies Education."
- Approve two new options in the major: History and Social Studies Education.

[Approved 6-0-1-2] Discussion: Program representatives Brandon Haas and Rebecca Noel in attendance to provide an overview and answer questions. History program slated for closure. The intent is to bring the two disciplines that already work closely together into one major. This requires changing the History Major from a BS to BA. History did not submit a proposal in CIM however, the proposal allowed with the understanding the Chair will work with the program to enter into CIM.

A member once again expresses concern about program deletion and its impact to upper level courses.

A discussion ensued around wellness connection courses. The program will work with the Chair to make the appropriate changes for the curriculum.

The RO talks about necessary cleanups, including fixing CIP codes for the merged programs. For transparency to students, the program needs to list what courses satisfy each area of United States History, World History, and European History.

The Chair will work with the program to make all necessary corrections. This proposal is approved pending receipt of all revisions.

Add New Courses

- ii) HI 3342 : New Hampshire and New England History [5259]
- iii) HI 3571 Interrogating US History [5276 in Gen Ed Bucket as of 1/18]
NOTE: Adding Gen Ed Attribute so requires a new course number.
- iv) HI 4200 : Career Launch: Tell Your Story [5260]

[Approved 6-0-1-2] Motion to approve three courses as a package, so moved. Discussion: A member points out there is already a career development course with INCO and Wellness attributes similar to HI 4200. Because it is open to multiple majors, the member suggests a review of the existing BU 3720. A member suggests making HI 4200 repeatable. Another member disagrees, feels it is a one off class. Recommendation is do not repeat in the beginning, possibly consider later. The program asks about the value of changing the discipline course code to help promote across the university. Discussion ensued with a recommendation to leave as is for now.

Delete Courses

- v) HI 3570 : Interrogating US History [2616]
- vi) HIDI 1350 : Medieval Legacies in Our Modern Era [2693]
- vii) HI 3341 New Hampshire and New England History [2582 in Gen Ed Bucket as of 1/18] *[Approved 6-0-1-2] Motion to delete three courses as a package, so moved.*

Other

- viii) Change course description of HI 4001 : History Internship [2653]
[Approved 7-0-0-2]
- ix) Change course description of HI 4910 : Independent Study [2664]
[Approved 7-0-0-2]

- x) Change name and description of HIDI 1355 [2964]
[Approved 6-0-1-2] Discussion: Indicates instruction change to lecture/lab, does it matter if it is listed this way. The university is leaning towards a preferred pedagogy of reflecting less lecture and more lab, hands-on, experiential learning.

d) **Art and Design/Art History**

- i) Rename BFA in Art to BFA in Art and Design and revise curriculum as follows: delete two studio art options, revise Graphic Design Option, add new Art Option. [5] NOTE: There is a move from 3 to 4 credits along with the restructuring of the majors/programs.

[Approved 6-0-1-2] Discussion: Program representatives Kimberly Ritchie, Sarah Parrish, Pamela Anneser in attendance to provide a program overview and answer questions. There are many changes going on in the Art program. Art History Major deletion and several faculty departures leave the program with five remaining faculty members. The proposal involves the elimination of the BA and streamline all degrees into one BFA in Art and Design. Two options will include graphic design option and art option.

A member mentioned there are no blanket agreements in the proposal. The blanket agreements for this proposal to be included in online voting to take place in February 2021.

A member points out there is a lack of the common core versus options. The major needs to build core and differentiate based on the path a student chooses. Discussion ensued around the program needing to define a major.

The Chair will work with the program to make all necessary corrections. This proposal is approved pending receipt of all revisions.

- ii) Delete the BA in Art Program [14]

NOTE: Not in the group of program deletions initiated by Office of Academic Affairs

[Vote deferred] Discussion: Unclear if the program deletion affects certain courses. Chair will seek clarity from the program representative not present. Online voting to take place in February 2021.

Approve New Courses

- iii) AG 2100: Design Software Basics [5219 in Gen Ed Bucket as of 1/18]
- iv) AG 2300 : Typography [5220]
- v) AG 3200 : Imagery [5221]
- vi) AG 3400 History of Graphic Design [5224 in Gen Ed Bucket as of 1/18]
- vii) AG 3700 : PSU Student Design Company [5225]
- viii) AG 3800 Publication Design [5222 in Gen Ed Bucket as of 1/18]
- ix) AG 3750 : Advanced Design Software [5226]
- x) AG 4200 : UX/UI: Digital Identity [5227]
- xi) AG 4400 : Brand Design [5223]
- xii) AH 1160 : Art History Foundations: 1400-1940 [5231]
- xiii) AH1150, Art History Foundations: Prehistory to 1400 [5230 in Gen Ed Bucket as of 1/18]
- xiv) AH3000, Contemporary Art Since 1940 [5234 in Gen Ed Bucket as of 1/18]
- xv) AH3735, Gender, Representation, and Society [5233 in Gen Ed Bucket as of 1/18]
- xvi) AH3880, Renaissance in Art in Southern Europe [5232 in Gen Ed Bucket as of 1/18]
- xvii) AH 4900 : Special Topics in Art History [5235]

- xviii) AR 3000: Integrated Project [5217]
- xix) AR 3575 Art and Sustainability [5211]
- xx) AR 4900 Art and Design Capstone [5218]

[Approved 6-0-1-2] Motion to approve 18 courses as a package, so moved. Discussion: Members point out many courses have inconsistent language, missing academic integrity language, prerequisite issues, and other edits to make. A member suggests the theme to corrections is the course titles, language, course numbers, and prerequisites are consistent in CIM, program PDFs, and course descriptions.

The Chair will work with the program to make all necessary corrections. The eighteen-bundle package approved pending all corrections.

Delete Courses

- AH 3540 Art and Ideas in the 19th Century
- AH 3600 Arts of the United States
- AH 3620 Mesoamerican Arts: Maya to Frida Kahlo
- AG 2350: Graphic Design I
- AG 3050: Digital Multimedia Design
- AG 3300: Graphic Design II
- AG 3360 Graphic Design III
- AG 2550: PSU Student Design Company
- AG 3600: Advanced Photoshop and Illustrator Techniques
- AG 3650: PSU Student Design Company Internship
- AG 4350: Advanced Web and Multimedia Design
- AG 4370: Graphic Design IV
- AG 4380: Graphic Design V
- AG 4390 Graphic Design VI
- AR 4025: 2D Studio Capstone

[Approved 6-0-1-2] Motion to delete 15 courses as a package, so moved.

- i) Revise Graphic Design Minor as indicated [95]
[Vote deferred] Discussion: No vote due to inconsistent and confusing language within the proposal. Chair will seek clarity from the discipline, and online voting will take place in February 2021.
- ii) Approve blanket request for Art History [14]
[Vote deferred] Discussion: Due to inconsistent and confusing language within the blanket proposal, no vote taken. Chair will seek clarity from the discipline, and online voting to take place in February 2021.
- iii) Approve blanket request for Art and Design [Pending submission as separate CIM Record. Blanket Agreement Contents in January Folder] NOTE: There were blanket agreements explained in the overall proposal but not submitted because of a misunderstanding about the procedure. The Chair recommends accepting and voting either in-person or online since it is a procedural error. *[Vote deferred] Discussion: Due to inconsistent and confusing language within the blanket proposal, no vote taken. Chair will seek clarity from the discipline, and online voting to take place in February 2021.*

d) **Discussion**

Program Closures

- i. Three programs voted against closure – working with the Steering Committee to get on the agenda. All other programs for which the faculty took no action by the deadline.

Undergraduate:

Chemistry – not submitted
French [36]
Geography [37]
History [38]
Environmental Planning [32]
Public Management [59]
Philosophy [54]

Graduate:

Post-baccalaureate – no proposal
Eating Disorders Certificate (under M.Ed. in Health Ed and Promotion) [25]
Athletic Administration Certificate (under M.Ed. in Physical Education) [27]
Superintendent Concentrations (CAGS) – no proposal but communication received with other deletions from CAGS in the fall.

Discussion: Program deletions initiated by Academic Affairs discussed. With the exception of three, none of the programs submitted proposals by the deadline, even with an extension. Chair will add the program deletions and include highlights of today's discussion in the Curriculum Committee Monthly Report to the full faculty.

- e) Request for “MIL” discipline-code for students transferring in credit from military experience. No existing discipline codes fit for many of the courses coming in.

Discussion: Melissa Ulery and Pat Cantor provide an overview. A member questions the academic standard for these transfer credits. ACE is a national body that approves transfer credit from organizations such as the military. Currently Plymouth State's academic catalog lists this as a guiding policy in accepting transfer credits from these types of organizations. The purpose of the request today is for permission to implement a discipline code to provide easy identification and designation. The Office of Academic Affairs feels the discipline code MIL is the best fit for the military, and states the ELEC is also helpful in designating transfers on behalf of firefighters. The RO asked about the possibility of needing a DI suffix. Further discussion tabled to a February or March meeting.

Remaining proposals that made deadline will be included in February online voting.

The Curriculum Committee meets on the third Friday of the month from 2:30 – 5:00 pm. The next meeting is Friday, February 19, 2021.

The meeting adjourned at 5:58 pm.

Respectfully submitted,
Patricia Rice, Scribe