

Plymouth State University Curriculum Committee Minutes

September Meeting: 9/15/20

2:30pm to 5:00pm

Voting Members Present: Hilary Swank (Chair), Dave Mackey, Roxana Wright, Justin Wright, Liz Ahl, Laura Tilghman, Kimberly Ritchie, Jennifer DeMoras, Clarissa Uttley (late arrival) -nine voting members present.

Non-Voting Members Present: Pat Cantor, Tonya LaBrosse, Lourdes Aviles, Jeremy Heidenreich, Deborah Brownstein, Scott Mantie, Ross Humor, Marcel Lebrun

Absent: Stephen Seravara, Sarah Robertson

Scribe: Kelli Kemery

I. Discussion Part 1:

- a. Meeting Recordings and Meeting Minutes
- b. Proposed new program in Climate Studies (Description and overview in the Google Folder:

****Discussion with Lourdes Aviles regarding the introduction of a new undergraduate program in Climate Studies. Basis for presentation is to encourage questions, suggestions and identify any red flags prior to submission. Submittal includes a climate-based program that deals with science and the effects of climate in an interdisciplinary way, based in the foundations of science. Relative to classes, a program was developed building from the use of existing courses and faculty resources. Contributing courses were reviewed by a group other than Lourdes. Areas such as business/policy, environmental science & policy and geography provided program contribution and program coordinators were asked for suggestions. Lourdes advised that the program goal is to attract new students to PSU, not to transition other students within existing programs at PSU. End of academic year review will be facilitated to identify any changes within the catalog and to make any associated updates to the program.*

Lourdes further advised that this is a new field of study in higher education and it needs to continue to evolve. Students enrolled in the program would focus on policy or public education, advocate for climate judgment and could potentially secure employment in areas such as emergency management, science/climate education, mitigation or adaptation but are not limited to these areas. Further discussion is needed on graduate opportunities. An interdisciplinary master's degree in Science was started last year but needs further conversation. More development is required as well relative to internship opportunities for students. This undergraduate program is meant to be an adaptable program but there are concerns that contributing disciplines that are relied upon heavily will not survive cancellation. No external review is required at this time. Programs are encouraged to complete a thorough review upon submittal. There will be a 5-year program review process. New program process still includes reference to external review however so Pat C. will follow up. Research needs to continue to identify similar degree programs within either competing colleges and universities as well as within the USNH system although Ann McClellan meets regularly with other USNH Provosts to discuss program offerings.

Intention is to submit by October 7, 2020. This will meet all deadlines for new catalog inclusion per Committee Chair. Committee requests a summary page to highlight program nuances with submittal.

II. **Approval of the April Minutes if they are available: *Pending Completion***

III. **New Business:**

All proposals are in CIM [####] = ID.

ONLINE VOTING (a-f)

a) **Psychology**

- i) Change the prerequisite for PS 4355 from PS 3325, Minimal grade: D-, Academic level: UG to PS 3320 or PS 3325. [5144] ***Passed 9-0-0-0***
- ii) Change the prerequisite for PS 4335 from PS 3325, Minimal grade: D-, Academic level: UG And PS 3115, Minimal grade: D-, Academic level: UG to PS 3320 or PS 3325, and PS 3115 [5143] ***Passed 9-0-0-0***
- iii) Change the prerequisite for PS 3605 Behavioral Neuroscience from PS 2015, Minimal grade: D-, Academic level: UG to PS 2010 or 2015. [5142] ***Passed 9-0-0-0***
- iv) Change the prerequisite for PS 3325 Abnormal Psychology from PS 2015, Minimal grade: D-, Academic level: UG to PS 2010 or PS 2015 [5140] ***Passed 9-0-0-0***

b) **Counselor Ed and School Psych**

- Obsolete the course OH 5400: Evolutionary Change for a Sustainable Future [3774] ***Passed 9-0-0-0 Will notify program to enter changes to course requirements***
- Obsolete the course HH 5630 : Transformational Inquiry and Research [2536] ***Passed 9-0-0-0 Will notify program to enter changes to course requirements***

c) **Health and Human Performance – Allied Health Sciences**

- Obsolete the course AHS 2500 : Medical Terminology and Basic Skills [5058] ***Passed 9-0-0-0***

d) **Communication & Media Studies**

- Approve blanket request to allow CM3960 Internship to substitute for CM3955 Internship for students in catalogs prior to 2020-2021 [5] ***Passed 8-0-0-1***

e) **Music, Theater and Dance**

- Obsolete the course DNDI 2250 Hip Hop Culture and Performance. (They allowed Gen Ed to lapse.) [1454] ***Passed 7-0-0-2***
- Obsolete the course DN 3070 Dance Design [1434] ***Passed 8-0-0-1***

f) **Art**

- Change the title, abbreviated title and course description of AR 3160 as indicated and change to auditable status (?) [321] **Passed 7-0-2-0**
- Change the title, abbreviated title and course description of AR 3060 as indicated and change to auditable status (?) [313] **Passed 7-0-2-0**
- Change the title, abbreviated title and course description of AR 3220 as indicated and change to auditable status (?) [326] **Passed 7-0-2-0**
- Change the title, abbreviated title and course description of AR 3230 as indicated and change to auditable status (?) [327] **Passed 7-0-2-0**
- Change the title and course description of AR 1065 as indicated [278] **Passed 7-0-0-2**

IN-PERSON VOTING (g-n)

g) **Psychology**

Approve blanket agreements for current Psychology students changing TO 2020-21 CATALOG (all options and minors) OR for Psychology students remaining in current catalogs after fall 2020 (all options and minors). [8] **Proposal voted on as a package, including items 1-14. Approved (Committee Chair witnessed member vote/approvals) 9-0-0-0**

1. PS2015 Introduction to General Psychology (new catalog) is EQUIVALENT to PS2010 (previous catalogs)
2. PS2055 Life-Span Developmental Psychology (new catalog) is EQUIVALENT to PS2050 (previous catalogs)
3. PS3605 Behavioral Neuroscience (new catalog) is EQUIVALENT to PS3600 (previous catalogs)
4. PS3035 Social Psychology (new catalog) is EQUIVALENT to PS3030 (previous catalogs)
5. PS3175 Child Development (new catalog) is EQUIVALENT to PS3170 (previous catalogs)
6. PS3105 Adolescent Psychology (new catalog) is EQUIVALENT to PS3100 (previous catalogs)
7. PS3565 Adulthood and Aging (new catalog) is EQUIVALENT to PS3560 (previous catalogs)
8. PS3325 Abnormal Psychology (new catalog) is EQUIVALENT to PS3320 (previous catalogs)
9. PS4335 Community Mental Health (new catalog) is EQUIVALENT to PS4330 (previous catalogs)
10. PS4355 Treatment of Psychological Disorders (new catalog) is EQUIVALENT to PS4350 (previous catalogs)
11. PS4365 Internship in Psychology (new catalog) is EQUIVALENT to PS4360 (previous catalogs)
12. PS4405 Psychology Seminar (new catalog) is EQUIVALENT to PS4400 (previous catalogs)
13. PS4945 Independent Research in Psychology (new catalog) is EQUIVALENT to PS4940 (previous catalogs)

14. PS4335 Community Mental Health (new catalog) will satisfy the requirement for PS4440 Psychological Measurement (previous catalogs)

h) **Health and Human Performance**

- Approve new course AHS 2001 : Intro to Allied Health Sciences Lab [5163] *Approved (Committee Chair witnessed member vote/approvals) 9-0-0-0*
- Approve new course AHS 3305 : Epidemiology and Evidenced Based Medicine [5181] ****Held for clerical correction and request for projected enrollment information. To be addressed next meeting.*

i) **Business Academic Unit**

- Approve new course BUS 1100 : Introduction to Business and Marketing [5189] **** Discussion: Errors in enrollment predictions and syllabi do not match proposal electronically submitted. Debra Brownstein confirmed use of the summary in the electronic submission in CIM. Approved (Committee Chair witnessed member vote/approvals)9-0-0-0*
- Approve new course BUS 1500 : Fundamentals of Statistics [5184] ****Discussion: Errors in enrollment predictions and syllabi do not match proposals electronically submitted. Name needs to be changed to reflect a business statistics course. Course may defy the goal of the cluster approach and may present some redundancies in the mathematical foundation component. Needs further clarification and changes. Submission will be rolled back. Opportunity to coordinate with Mathematics Department so request may not need to be re-submitted. Meeting with Mathematics department to be scheduled.*
- Approve new course BUS 1600 : Financial and Managerial Accounting [5186] ****Discussion: Prerequisite course has not been approved yet, it is in the GenEd queue at present. This proposal can be approved and held until prerequisite course is approved. Approved (Committee Chair witnessed member vote/approvals) 9-0-0-0*
- Approve new course BUS 2100 : Introduction to Finance [5188] ****Discussion: Prerequisite course has not been approved yet. This proposal can be approved and held until prerequisite course is approved. Approved (Committee Chair witnessed member vote/approvals) 9-0-0-0*
- Approve new course BUS 2200 : Management and Decision Making [5190] *Approved (Committee Chair witnessed member vote/approvals) 9-0-0-0*

j) **Counselor Education, School Psychology, and Organizational Leadership**

- The Master of Education in School Counseling, K-12 Certification and the School Counseling, K-12 Specialist Certification Only will move from the current 48-credit hour requirement to a 60-credit hour requirement. [154]

*****Discussion: Note, this proposal/submittal is an accreditation requirement. Question proposed regarding enrollment patterns. Steady enrollment? Clarification requested regarding guaranteeing enrollment/availability.
Approved (Committee Chair witnessed member vote/approvals) 8-0-1-0**

k) Educational Leadership

- Change research requirements in the Doctor of Education in Higher Education Programs with the two concentrations Administrative Leadership and Curriculum and Instruction as well as the Doctor of Education in Learning, Leadership and Community to include EP 7404 Quantitative Research Methods for Professionals and EP 7400 Conducting a Qualitative Research Study [143 & 148]

Please note this came as two proposals but is the same motion for all tracks. Here is the clarifying note from Marcel Lebrun:

The pre-requisites are the two research courses EP 7404 and Ep 7400.
They are required for the
EDD: Learning Leadership and Community
EDD: Higher Education: Administrative Leadership
EDD: Higher Education: Curriculum and Instruction.

The two pre-requisites are to be taken either prior to the admittance or during the time they are in the program. They will have two years to complete these two classes while they work on their EDD classes. I anticipate this being the case for a couple years in the near future, as students plan for this new requirement as a transition time.

The expectation in the future is that all students will be coming into the EDD program with these two classes already completed prior to admittance.

*****Discussion: Question from Registrar's office requesting clarification as to whether or not this is a prerequisite/program requirement or an admission's requirement to the program? If the intent is to have it as a prerequisite for the dissertation research can it be added to the program? They are required at some point during the program per Marcel Lebrun. Eventually, down the road, students who apply to the program will have completed these two prerequisites. Request is to add as a program requirement now with the intention to add as an admissions requirement down the road. Current transition dictates this request. Further discussion with the CAGS program will yield future changes.**

Approved (Committee Chair witnessed member vote/approvals) 8-0-0-1

l) Interdisciplinary Studies

- Approve new course IP 2000 : Foundations of Interdisciplinary Studies [5173]

Held for further discussion/review.

*****Discussion: IP 2225 will be obsolete. Changes to program have been submitted and are caught in finance. A new one will be started. Grading clarification needed relative to the context of the class-cut/paste error?**

- Approve new course IP 2500 : Cluster Learning Springboard [5174]

Held for further discussion/review.

*****Discussion:** *Grading clarification needed relative to the context of the class-cut/paste error? What is the value? Do we need this course? Is there a broader redundancy with The Wicked Problem?*

m) Meteorology and Physics (Packaged : i,ii,iii,iv) Approved 8-0-0-1

- Change prerequisite for MT 2250 : Introduction to Weather Analysis and Forecasting from MT 2000 to MT 2000 OR MT 2110 [5006]
- Obsolete the course MT 3300 : Synoptic Meteorology I [3277]
- Change prerequisites for MT 4410: Atmospheric Physics from MT 2000 and PH 2410 and MA 2560 (can be taken concurrently) to MT 2000 OR MT 2110 and PH 2410, and MA 2560 (can be taken concurrently).
- Change prerequisite for MT 4600 Internship from MT 2000 to MT 2000 OR MT 2110 [3307]
- Change the maximum number of enrollments to five and maximum number of credits to ten for MT 5910 : Independent Study/Research [3334] ***This submittal rolled back for clarification.***

***** Discussion:** *Reviewed to confirm if there was a proposed prerequisite to MT 3300 being obsoleted? Clerical error from prior program change needs to be corrected. Proposal 3334 is basic changes from -3-10, 1-10 credits? Last sentence in description needs to be updated to reflect appropriately. Some confusion with the interpretation/intent with the description. Strike sentence from the description.*

n) Music, Theater and Dance

- Approve new course DN 2251 Hip Hop Culture and Performance [5176]
Held for further review and clarification, rolled back.

***** Discussion:** *why in the catalog if intent is to become more culturally sensitive as a GenEd course? Needs new GenEd requirements but teaching the course may be the best way to develop the course. Objectives within the proposal are unclear relative to re-tooling, sunseting the old course and continuing to teach while this proposal is being considered. Previously courses that lost their GenEd status were given a new number. However, the process has changed within the new CIM system.*

IV. Old Business
NONE

V. Discussion Part 2
c. Certificates

*****Discussion:** *Very vague and used for multiple purposes, variety of them on the books but no enrollment. Questions about the audience for whom the audience is intended. Originally the audience was students who are not matriculated to provide a marketable skillset through certificates. Very few bring in students from outside. We*

create them as an extra credential on top of a degree. Currently no pathway for students currently matriculated to follow a certificate program and no process for non-matriculated students to enroll. Certificates are also causing confusion among graduating students who are anticipating an actual certificate delivered in hand. Cluster curriculum can also blur the lines a bit. Further discussion is needed to better clarify the need, purpose and merit of “certificates”. Table to October meeting for further discussion.

d. Procedures for program closure/deletion/obsolescence

****Discussion: One real clear problem, CBA states that full faculty are supposed to vote on program deletions, but curriculum committee materials say we notify. Need a motion and vote to change bylaws. In the meantime, we can send everything to full faculty. Strictly advisory, the administration does have the right to delete programs. Need to fully clarify procedures. There is a list of programs over the years that have been deleted from the catalog, but this group has not approved deletion of those programs. This is a formality that needs to be dealt with.*

e. Keeping Committee Information/Policy Up-to-Date

****Discussion: Another maintenance issue to address. Subcommittees were suggested to tackle some of these problems. Suggestion made to divide up committee work/responsibilities to alleviate the cumbersome nature of program proposal review along with all the other items that pass through the committee. Advantages & disadvantages to this suggestion, specifically relative to proposal review. Table to October meeting for further discussion and plan development. Review first on the agenda with October meeting and address proposals secondary since February is the hard deadline.*

f. Other/Miscellaneous

**** Discussion: Re: Course Description lengths: Rule is typically 60 words. Committee agreed to keep this word count as is at a hard “60”. Therefore, 3 of 5 Art proposals will be returned.*

**** Discussion: Re: Merit, purpose and format/guidelines for blanket proposals. Differing concerns among committee members relative to format and need. Registrar’s office has primary needs relative to blanket agreements that have to be met. Committee should review blanket language. Suggestion made to perhaps review prior blanket submittals as previously authored by Mary Campbell.*