**Courses and Curriculum Committee**

**Minutes**

**February 12, 2025**

Present: Alice Blackwell, Jennifer Wright, Richard Elder, Cole Franklin, Jennifer Stegall, Adena LeJeune, Laurie Pittman, John Allen, Sandra Purifoy, Ahmed Shaffie, Kerry Ordes, and Elizabeth Duck

Absent: None, all members were present

Guests: Eamon Halpin, Andrew Hirchak, and Patrick Hunter

Once a quorum was established, Dr. Alice Blackwell called the meeting to order at 3:04 pm. The minutes from the February 5, 2025 meeting were approved with 10 in favor, 0 opposed, 1 abstaining, and 1 not voting due to missing the deadline to vote.

There was discussion about where the effective dates of the proposals were. **Effective dates are shown on the first page of the Curriculog forms** **or in the FORM AC**. As per two former chairs of this committee, both of whom were consulted, the “effective date” on the MCO itself **MAY** reflect the date the course was first offered **OR** the date it was revised; often, departments denote revisions to the MCO with a marginal note at the bottom of the MCO and do not change the date at the top. These notes are never seen by the students and are not part of the “catalog description.”

A motion by Dr. John Allen was made to batch vote where possible. The motion was seconded by Laurie Pittman. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Allen, Purifoy, Shaffie, Ordes, and Duck) 12 in favor, 0 opposed, and 0 abstaining.

The modification of several nursing courses was the first batch to be considered. NURS 3001, *Nutrition and Health Promotion*, a 3-credit hour course was reviewed. The department votes and CIP code were noted, no fees were being assessed, and no recitation hours are required. The course will not be used as a General Education course. The modification included changes to the course description, course objectives, and the topical outline to reflect alignment with the updated End-of-Program Student Learning Outcomes for the RN-BSN Program. The Student Learning Outcomes were changed to reflect changes in updated verbiage with the accrediting body.

NURS 3010, *Ethical Dilemmas in Nursing*, was discussed. The 3-credit hour course included changes to the course description and course objectives to reflect alignment with the updated End-of-Program Student Learning Outcomes for the RN-BSN Program. The Student Learning Outcomes were modified to reflect changes in updated verbiage in accordance with the accrediting body. The department votes and CIP code were noted. No fees were necessary. The lecture credit hours remained at 3-credit hours with no recitation hours.

The 3-credit hour course, NURS 4040, *Introduction to Nursing Research*, was reviewed. The department votes and CIP code were noted. No fees or changes to the credit hours was proposed. The modifications included changes to the course description and course objectives, which were made to reflect alignment with the updated End-of-Program Student Learning Outcomes. The Student Learning Outcomes were modified to reflect changes in updated verbiage with the accrediting body. The department votes and CIP code were noted. No fees or changes to the credit hours was necessary.

NURS 4052, *Leadership and Management Scholarly Project*, was discussed. The department votes and CIP code were noted. No fees or changes to the credit hours was proposed. The modification included changes to the course description and course objectives. The change was necessary to reflect alignment with the updated End-of-Program Student Learning Outcomes. The Student Learning Outcomes were modified to reflect changes in updated verbiage with the accrediting body.

John Allen made a motion to approve NURS 3001, NURS 3010, NURS 4040, and NURS 4052 with Ahmed Shaffie seconding the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Allen, Purifoy, Shaffie, Ordes, and Duck) 12 in favor, 0 opposed, and 0 abstaining.

Next, PSYC 2272, *APA Writing for Behavioral and Social Sciences*, was reviewed. The new proposed course is necessary to help students learn to write professionally and cite works in APA style, which used in psychology disciplines. The department votes and CIP code were noted. No new faculty, equipment, or fees are needed to implement the course. No new library resources are necessary. The course description and course objectives are in alignment. Cole Franklin made a motion to approve PSYC 2272. John Allen seconded the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Allen, Purifoy, Shaffie, Ordes, and Duck) 12 in favor, 0 opposed, and 0 abstaining.

The modification of PSYC 4017, *Advanced Research in the Social and Behavioral Sciences*, was discussed. The department votes and CIP code were noted. No fees are necessary. Richard Elder explained the title of the course was modified to better reflect the course content. The course is largely unchanged. The course will provide flexibility for online majors. Proposed topics will be provided. Jennifer Wright made a motion to approve PSYC 4017 with John Allen seconding the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Allen, Purifoy, Shaffie, Ordes, and Duck) 12 in favor, 0 opposed, and 0 abstaining.

PSYC 3017, *Research Methodology*, was reviewed. The syntax of the title of the course was modified to reflect the course as an introductory research course. PSYC 2272 replaces PSYC 2000 as a prerequisite. The department votes and CIP code were noted. Elder explained the course description and objectives remain unchanged. No new fees or faculty are necessary.

The modification of the BS Psychology was reviewed. PSYC 2272 is proposed to be added to the Major Requirements. The addition of the 3-credit hour course raised the hours in the “Major Core Requirements” to 34. A humanities elective--“English Literature Elective or ENGL 3002”-- was removed as a requirement. The hours in each sub-category were found to be correct.

John Allen made a motion to approve PSYC 3017 and the modification of the BS Psychology degree. Jennifer Wright seconded the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Allen, Purifoy, Shaffie, Ordes, and Duck) 12 in favor, 0 opposed, and 0 abstaining.

THTR 3024, *Fundamentals of Theater Technology*, was discussed. The department votes and CIP code were noted. Patrick Hunter explained the need to delete THTR 2026, a 1-credit hour course, as a prerequisite. This one-credit hour course presented a barrier for students from taking THTR 3024; it had never been offered in recent memory. Removal would likely increase enrollment. It was noted that the course objectives had not been updated in over a decade and would benefit from revisions using learner-centered language, and it was noted that such revisions could be made and processed with the “MCO modification **not** requiring C&C approval” form at some later time. It was noted that, on the Curriculog form, the effective date of the modification was SP 2025, which is technically not possible. After a discussion about the effective date, Cole Franklin withdrew the course from consideration.

THTR 4024, *Directing*, was reviewed. The prerequisites were changed to THTR 1020 and THTR 1025. It was also noted that one previous prerequisite was not in the catalog; this prerequisite was deleted from the course description. It was noted that the course objectives had not been updated in over a decade and would benefit from revisions using learner-centered language, and it was noted that such revisions could be made and processed with the “MCO modification **not** requiring C&C approval” form at some later time. John Allen left the meeting at 3:56 pm due to another commitment. Richard Elder made a motion to approve the course, with Elizabeth Duck seconding the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Purifoy, Shaffie, Ordes, and Duck) 11 in favor, 0 opposed, and 0 abstaining. One member did not vote due to leaving the meeting.

The committee then considered the curriculum modification for the theater minor. The department proposed deleting two seldom-offered courses from the minor and reducing the hours for the minor down to 18. These changes will likely increase enrollment for the minor; this minor may improve employability of students seeking to teach high school English. Upon closer inspection, however, the effective date was NOT FA 2025, and Cole Franklin withdrew the curriculum modification so that the correct effective date could be supplied.

Alice announced the meeting to discuss ENGL courses the next week. The meeting agenda and place and time will be announced in the very near future.

With no further business Richard Elder made a motion to adjourn with Laurie Pittman seconding the motion. The motion passed by voice vote (Blackwell, Wright, Elder, Franklin, Stegall, LeJeune, Pittman, Purifoy, Shaffie, Ordes, and Duck) 11 in favor, 0 opposed, and 0 abstaining. Dr. Allen did not vote due to leaving the meeting.

The meeting adjourned at 4:06 pm.

Respectfully submitted,

Sandra Purifoy

Secretary