

Undergraduate Council (UGC) Report
University of Tennessee – Knoxville
Michael J. Palenchar, 2014-2015 UGC Chair
April 28, 2015

The UGC met September 9, 2014, October 21, 2014, January 27, 2015, and April 14, 2015. With the university closed due to inclement weather, the UGC did not meet on February 24, 2015, as scheduled. The minutes for all the UGC meetings held in the academic year 2014-2015 are posted on the UGC web site (<http://web.utk.edu/~ugcouncil/index.html>). Nothing in this report supersedes or replaces approved changes in the UGC minutes. This report is for information purposes only.

Spring Elections for 2015-2016 Leadership Positions

Per UGC operating guidelines, several leadership positions for the 2015-2016 year occur in the spring. This includes the election of Katherine Ambroziak, College of Architecture and Design, as UGC vice chair; Gary Ramsey, College of Nursing, as chair of the Curriculum Committee; and Barbara Murphy, College of Arts and Sciences, as chair of the General Education Committee. Richard Bennett, College of Engineering, moves from vice chair to chair.

Reports and Presentations to the UGC

Numerous reports were provided to the UGC via university administration, other leadership and ex-officio members, including the Associate Dean's reports and the Undergraduate Planning reports, and numerous SACS COC updates.

Several presentations related to undergraduate curriculum were given to UGC members including:

- University of Tennessee's Undergraduate Advising Final Evaluation Report, Jennifer Ann Morrow, Ph.D. Sherry Marlow Ormsby, MPA, PMP Lakmal Walpitage, B.Sc Sarah Nadel, M.A. Gary Skolits, Ed.D. Evaluation, Statistics, and Measurement (ESM) Program Lab Group
- Student Assessment of Instruction (SAIS) Working Committee Final Report, Taimi Olsen, Director of Tennessee Teaching and Learning Center.
- Quality Enhancement Plan (QEP) for SACS COC, Matthew Theriot, chair of the QEP Committee.

Main Agenda Items Approved

The 2014-2015 academic year was the first year the new UGC Curriculum Submission Guidelines were utilized. Overall, the creation of a consent agenda category for non-significant changes was extremely helpful in reducing the meeting times of the UGC, as well as the curriculum and general education committees. This allowed more time for

discussion of curriculum changes, especially at the curriculum committee and general education committee level. Molly Sullivan, Michael Palenchar, and Monique Anderson will work on making minor corrections to the guidelines for use in the Fall 2015.

The January 13, 2015, Curriculum Committee meeting and the subsequent January 27, 2015, UGC meeting contained a majority of the curriculum changes proposed and discussed throughout the 2014-2015 academic calendar. Below is a summary from the minutes for each college regarding main agenda proposals:

College of Agricultural Sciences and Natural Resources

Seven departments submitted course changes including 22 new courses. Courses were added to support undergraduate research, capstone requirements, or new concentrations; address course recommendations and requirements by advisory boards and accrediting bodies; address deficiencies identified as results of assessments; provide dedicated departmental honors courses; or provide dedicated courses for specific content. Program changes:

- Department of Animal Science added a new accelerated five-year degree program offering a Bachelor of Science and thesis-based Master of Science.
- Department of Biosystems Engineering and Soil Science added a new honors concentration and pre-professional honors concentration. The department also dropped its Environmental and Soil Sciences land surveying concentration.
- Department of Food Science and Technology added a new accelerated five-year degree program offering a Bachelor of Science and thesis-based Master of Science.
- Department of Forestry, Wildlife and Fisheries added a new concentration.
- Minor revisions to course requirements and milestone requirements of various existing departmental majors, minors, and concentrations throughout their departments.

College of Architecture and Design

School of Architecture submitted course changes including four new courses. Courses were added to consolidate various upper-level studio options, including honors studios, and list them sequentially in the course catalog. Interior Design Program added a new academic discipline, Industrial Design, with 4 new courses specific to this discipline. Other program changes:

- Together, the School of Architecture and Interior Design Program added four new minors. From Architecture there is a new Minor in Architectural Studies; from Interior Design there are new Minors in Interior Design Studies and Industrial Design. Jointly they propose a Minor in Design Studies.
- Interior Design developed a Masters Preparatory track to give students advanced placement in the UT Master of Architecture program, if accepted, after completion of their Bachelor of Science in Interior Design degree. New catalog text outlines this option.

College of Arts and Sciences

Twenty departments, schools, and divisions submitted course changes including 45 new courses. Courses were added to make permanent certain special topics courses that have been offered consistently over the past several years; provide courses for previously untaught topical material; address deficiencies identified by assessments; support undergraduate research; increase honors course offerings; support graduate writing needs; and support course offerings for new connections packages, which are part of the program change proposals. Program changes:

- Revisions were made to the main college page text to describe the new Global Challenges and Connections Packages. Descriptions of the Connections Packages are part of the addendum, which differ, slightly, from the main agenda listings and reduce the number of Packages being proposed this year.
- Modern Foreign Languages and Literatures added a new Arab Studies Minor and a new Russian Literature in Translation Minor.
- Department of Political Science added a new concentration in International Affairs.
- Pre-Professional Programs added a new Pre-Law Concentration to support an accelerated six-year degree program, three-years with the College of Arts and Science and three years in the College of Law, after which a candidate would receive a joint Bachelor of Science and Juris Doctor degree.
- Department of Sociology added two new honors concentrations: Honors Criminology and Criminal Justice, and Honors Environmental Issues.
- Numerous departments and schools updated existing program majors, minors, and concentrations.

Haslam College of Business

Three departments submitted course changes including two new courses. Courses were added to provide more real and experiential learning and to provide content consistent with peer institutions. Program changes were minor and relate to revisions to college text, name change, and modified milestone and uTrack requirements. The Department of Marketing and Supply Chain Management dropped the Dual Concentration with Internal Auditing from their Marketing Major and Supply Chain Management Major.

College of Communication and Information

Two schools submitted course changes including five new courses. Courses were added to make permanent certain special topics courses which have been offered consistently over the past several years; increase intensive writing course offerings; and address growing areas of the discipline. Minor revisions to the college text regarding uTrack and progression requirements and milestone requirements for various majors.

College of Education, Health, and Human Sciences

Three departments submitted course changes including 21 new courses. Courses were added to support new minor content not previously taught; make permanent certain special topics courses which have been offered consistently over the past several years; and increase enrollment options for more popular courses. Program changes:

- Department of Educational Leadership and Policy Studies added a new Minor in Leadership Studies.
- Department of Theory and Practice in Teacher Education dropped a Major and added a Minor in Art Education. It also dropped two concentrations – Modified and Comprehensive Special Education with 6-12 and Modified and Comprehensive Special Education with 6-12 – and replaced them with 2 new concentrations - Interventionist and Comprehensive Special Education with Elementary Education and Interventionist and Comprehensive Special Education with Secondary Education.
- Several departments made revisions to minors and concentrations, progression requirements, and uTrack requirements.

College of Engineering

Five department submitted course changes including 16 new courses. Courses were added to provide courses for previously untaught topical material; increase undergraduate research opportunities; support elective concentration sequences; and correct numbering. Program changes were minor and relate to the consolidation of Engineering Honors Programs and minor updates to program majors, minors, and concentrations. The Department of Electrical Engineering and Computer Science added three new minors – Cybersecurity, Concepts of Cybersecurity, and Datacenter Technology and Management.

College of Social Work

College revised text on its main page relating to progression, upper-division status, and transfer students. The text highlights the need for students to apply to be considered for the major and to take the upper-level courses. The rationale for this change cites accreditation requirements and limited field placement opportunities.

Haslam Scholars Program

The Haslam Scholars Program revised its curriculum with a focus on its 200-level courses. It proposed trading three new courses for three existing courses at this level to support program learning outcomes. It also added a dedicated study abroad course.

Additional Changes approved at the other three UGC meetings include:

- Change from a minimum of 60 hours at UTK to allow any student who meets the University's residency requirement and all other degree requirements to qualify for Latin Honors.
- Eliminated AP exemption for English 102 credit.
- Raised the standard to 4 or 5 for AP exemption of POLS 101.
- New Entrepreneurship Minor in the Haslam College of Business, Department of Management.
- Haslam College of Business, dropped finance major – dual concentration with internal auditing, and dropped marketing major – dual concentration with internal auditing.

- Haslam Scholars Program course approved as satisfying the University's General Education requirements: HSP 257 for Social Sciences; HSP 267 for Natural Sciences; HSP 287 for both Arts and Humanities and Communicating Through Writing; and HSP 368 for Cultures and Civilizations.
- College of Agricultural Sciences and Natural Resources to add a five year BS-MS in Animal Science and a five year BS-MS in Food Science.
- College of Education, Health, and Human Services dropped art education major and added art education minor.
- College of Architecture and Design – School of Architecture added a new Minor in Architectural Studies; Interior Design Department added two new minors – Interior Design Studies Minor and Industrial Design Minor. The Interior Design Department and School of Architecture jointly added a new Minor in Design Studies.
- College of Arts and Sciences, Department of Foreign Languages and Literatures added two new minors: Arab Studies Minor and Russian Literature in Translation Minor.
- College of Education, Health, and Human Sciences, Department of Educational Leadership and Policy Studies added a new Leadership Studies Minor.
- College of Engineering, Department of Electrical Engineering and Computer Science added three new minors: Cybersecurity Minor, Concepts of Cybersecurity Minor, Datacenter Technology and Management Minor.
- Biology 105 was presented as satisfying the Natural Sciences General Education requirement. Interior Design 200 was presented as satisfying the Social Sciences General Education requirement.
- General Education – the following courses were approved as satisfying the Communicating through Writing (WC) requirement: WOST 220 Women in Society, WOST 230 Women in the Media, WOST 240 Women, Gender, and Sexuality. The following courses were approved as satisfying the Communicating Orally (OC) requirement: DSGN 130 Basic Design Thinking and Innovation, PHYS 451 A Survey of Contemporary Physics.
- In preparation for Commission of Colleges of Nursing Education [CCNE] accreditation review and visit in March 2015, all program curricula was reviewed/revised to reflect current standards, specifically Essentials of Baccalaureate Education for Professional Nursing Practice.
- Development of a new prefix (subject area) for Educational Technology courses (ETEC).
- New Mathematics Education Grades 6-8 Minor and Science Education Grades 6-8 Minor.

Others Items of the Council

- The UGC also had a discussion and collected feedback from members concerning the review of the Faculty Senate's Standing Committees. Minor suggestions were recommended and forwarded to the new chair to address in Fall 2015.
- The 2015-2016 UGC and committee meetings schedule was approved. Due to campus construction, not all meeting locations are confirmed.

- Numerous committees and the UGC leadership met with members of the Chancellor's Honors Program (CHP) about CHP course requirements and other changes to the program. There is an expectation that the CHP will propose significant changes for approval during the 2015-2016 academic year.

UGC Committees

Curriculum Committee

Chair, Katherine Ambroziak, College of Architecture and Design

Hundreds of pages of both consent agenda and main agenda items were submitted from the various colleges and units across campus, discussed at length, and most were approved with no or slight changes. Several discussions concerning the Chancellor's Honors Program and Service Learning designations will continue for next year, and the committee expects significant proposals from both these programs.

General Education Committee

Chair, Kirsten Benson, Communication through Writing

Committee continued significant discussions surrounding general education assessments with assessable outcome statements. Changes to the General Education proposal forms to meet the standard of the UGC's new Curriculum Submission Guidelines, as well as changes to its bylaws.

The committee revised general education catalogue copy with numbered student learning outcomes. The committee made significant progress toward identifying measurable outcomes and assessing those outcomes in a sample of general education courses. Two courses from each General Education area assessed last year have been selected for 2014-15 assessments, to take place in spring 2015. An effort was made to select courses from several Colleges and courses with enrollments large enough to provide meaningful results.

In preparation for the SACS-COC Compliance Report on Institutional Effectiveness, the General Education Committee assessed achievement of student learning outcomes for a sampling of current courses in 2013-14, using rubrics approved by the Committee and embedded coursework submitted by departments. The year's work yielded useful information about student achievement of General Education outcomes and that departments are responding to the results this year. However, the process used in 2013-14 is not sustainable due to its expense and complexity. A simplified method is required for maintaining oversight and to ensure all courses/sections meet outcome standards. As such, a plan for General Education assessment for 2014-15 was approved and used by the committee.

Policy Committee

Chair, Roxanne Hovland, College of Communication and Information

Policy Committee reviewed numerous policies of UTK related to undergraduate curriculum, including changes to the Latin Honors Designation and AP Exams. The committee also recommends that the Curriculum Committee and UGC develop a process, in coordination with the College of Arts and Sciences, to review changes to AP Exams.

Advising Committee

Chair, Mary Anne Hoskins, College of Arts and Sciences

Held numerous discussions concerning advising, including: registration issues, uTrack updates and procedures, SSC announcements, admission events in the fall and throughout the year and the increase of new initiatives of the undergraduate admissions office, academic second opportunity petitions, increased communication efforts with colleges on number of admits and what the incoming class will look like, sexual assault policy, scholarship and fellowship updates, transfer updates, revers transfers FAQ, ESL information, and the new process for student accommodation letters requests (ODS).

Appeals Committee

Lisa Schoenbach, College of Arts and Sciences

The Appeals Committee discussed numerous issues and addressed numerous appeals throughout the academic calendar. The readmission and reinstatement recap figures will be generated in the fall 2015 for the academic year 2014-2015. Specific readmission and reinstatement recap figures are included in the October 21, 2014 UGC minutes for 2008 – 2014.

The Appeals Committee also met with students seeking readmission to UT following two previous academic dismissals. Since their last dismissal, they must have completed 12 or more hours elsewhere with a 2.5 GPA or higher. The Committee interviewed these students in person, inquiring about success strategies, practical life concerns (time management, finances, etc.) and their curricular path to graduation. In most cases, students were granted readmission.

In one change, the Appeals Committee requested the Registrar clearly note appeal options and deadlines in its dismissal notification letters sent to students who have been academically dismissed from UT. This move emerged from two concerns: (1) How can we make sure all students are fully aware of appeal options? (2) How can we make sure students meet the appeal deadline? While the Committee speculated the move might result in more dismissal appeals, it actually witnessed a decrease in both the number and percentage of appeals.