

**COLLEGE OF HEALTH & HUMAN SERVICES  
CURRICULUM COMMITTEE MINUTES  
April 8, 2019**

The April 8, 2019 meeting of the College of Health & Human Services Curriculum Committee was held at 2:30 p.m. in 1418 Klehm Hall.

**Members Present:** Dr. Holly Farley (Nursing), Dr. Lee Ann Price (Kinesiology, Sport, and Recreation), Dr. Kathleen O'Rourke (Human Services & Community Leadership), LTC Travis Shain (Military Science), Dr. Sheila Simons (Health Promotion) and Ms. Jean Smitley (Communication Disorders & Sciences)

**Members Absent:** Ms. Cassidy Alderman (student representative) and Dr. Melanie Burns (Nutrition & Dietetics)

**Ex-Officio Members:** Associate Dean Jake Emmett and Ms. Janet Fopay

**Guests:** Dr. Brian Pritschet, Kinesiology, Sport, and Recreation.

*The meeting was called to order by Dr. Holly (Vice Chair).*

**I. Approval of Minutes:**

**1. Minutes of the February 11, 2019 and March 1, 2019 (electronic) meetings:**

Ms. Smitley moved and Dr. O'Rourke seconded the motion to approve the minutes of the February 11, 2019 meeting as amended (See below) and the March 1, 2019 meeting as written. The motion was approved by acclamation.

**Amendments to the February 11<sup>th</sup> meeting minutes:**

The next meeting will be held at 2:30 p.m. on Monday, **March 1, 2019** ~~March 4, 2019~~.

**II. CAA/CGS/COTE Update:**

Executive Actions in Process:

1. Revise the HSL 4845 course restrictions to include CTE: FCS Education majors.  
***(Pending CAA and CGS Approvals)***
2. Change the course title for HSL 5900. ***(Pending CGS Approval)***
3. Add the hybrid delivery mode to KSR/KSS 5270. ***(Pending CGS Approval)***
4. Add the accelerated graduate program to the M.A. in Aging Studies, as well as make edits to the catalog copy reflecting the elimination of the on-campus component and already approved course prefix changes. ***(Pending CAA and CGS Approvals)***
5. Remove KSR/KSS 2900G from the catalog. ***(Pending CAA Approval)***

Proposals in Process:

1. Revised Program: 18-29, M.S. in Communication Disorders & Sciences ***(Approved, 2/5/19 CGS; Pending COTE approval)***

## Approved Items:

1. Change FCS course prefixes, titles, and/or numbers - part of the revisions needed for the department/college reorganization **(Executive Action Approved – 9/13/18 CAA and 9/4/18 CGS)**
2. Add Accelerated Graduate Program: M.S. in Health Promotion & Leadership **Executive Action Approved – 9/27/18 CAA and 10/2/18 CGS)**
3. Change the course prefixes for the Health Promotion department courses from HST to HPR. **(Executive Action Approved – 11/6/18 CGS and 11/8/18 CAA)**
4. New Courses: 18-01, 18-02, 18-03: HPR 4444, 4555, 4644 **(Proposals Approved – 11/1/18 Honors Council and 11/8/18 CAA)**
5. New Program: 18-04, Health Promotion Departmental Honors Program **(Proposal Approved – 11/8/18 CAA)**
6. “Change the minimum GPA requirement for Human Services Program Administration majors”; “revise the course prefix, title, and credit hours for HSL (FCS) 4275”; AND “update the course prefixes, titles, and numbers for several FCS courses.” **(Executive Action Approved – 11/15/18 CAA)**
7. “Cross-list HST 2800 with HSL 2800” AND “change the course prerequisites for HST 2800.” **(Executive Action Approved – 11/15/18 CAA)**
8. Revise the course description, credit hours, prerequisites and enrollment restrictions for NTR 4275. **(Executive Action Approved – 11/15/18 CAA)**
9. New Course: 18-05, NTR 3500 **(Proposal Approved – 11/15/18 CAA)**
10. Change the course title for NTR 5156 **(Proposal Approved – 12/4/18 CGS)**
11. Modify the course prefixes for the Kinesiology, Sport, and Recreation course from KSS to KSR **(Executive Action Approved – 10/4/18 CAA and 12/4/18 CGS)**
12. Revise the KSR (KSS) degree titles (majors and minors) as follows:
  - **FROM:** B.S. in KSS: Physical Education Teacher Licensure Option
  - **TO:** B.S. in KSR: Physical Education Teacher Licensure Option
  - **FROM:** Kinesiology & Sports Studies Minor
  - **TO:** Kinesiology, Sport, and Recreation Minor
  - **FROM:** Kinesiology & Sports Studies Minor for Teacher Licensure Option
  - **TO:** Kinesiology, Sport, and Recreation Minor for Teacher Licensure Option**(Executive Action Approved – 10/4/18 CAA)**
13. RME: 18-06, B.S. in Nutrition & Dietetics **(Approved – 12/6/18 CAA)**
14. Revised Courses: 18-07, HSL 2200; 18-08, HSL 4200; 18-09, HSL 4240 **(Proposals Approved – 12/6/18)**
15. New Course: 18-10, HSL 4650 **(Proposal Approved – 12/6/18)**
16. Update Major: 18-12, B.S. in Human Services Program Administration (Formerly B.S. in Family and Consumer Sciences: Family Services Option) **(Proposal Approved – 12/6/18)**
17. Revise Minor: 18-13, Human Services Program Administration Minor (Formerly Family & Consumer Sciences Minor) **(Proposal Approved – 12/6/18)**

18. Revise the Family & Consumer Sciences (FCS) major, minor, and graduate program names as follows:
- **FROM:** B.S. in FCS: Family Services Option  
**TO:** B.S. in Human Services Program Administration
  - **FROM:** Family & Consumer Sciences Minor  
**TO:** Human Services Program Administration Minor
  - **FROM:** M.S. in Family & Consumer Sciences  
**TO:** M.S. in Human Services Program Administration
- (Executive Action Approved – 12/4/18 CGS and 12/6/18 CAA)***
19. Delete FCS 2500 and FCS 3500; changed prefix for FCS 4845, FCS 4846, FCS 4860 to HSL 4845, HSL 4846, HSL 4860, and clarified prerequisites; prefix and name changed HSL 1800; prefix and number changed HSL 2820; prefix, name changed, and clarified major restriction HSL 3800; prefix, name, and prerequisite changed, removed 9sh option HSL 4275; prefix, name changed, revised prerequisites and notes HSL 4854, prefix, name, and course description changed, revised prerequisites and notes for HSL 4859. ***(Executive Action Approved – 12/6/18 CAA)***
20. New Minor: 18-14, Nutrition & Dietetics Minor ***(Proposal Approved – 1/17/19 CAA)***
21. Revised Minor: 18-15, Financial Literacy Minor ***(Proposal Approved – 1/17/19 CAA)***
22. Revised Course: 18-16, HSL 3831 ***(Proposal Approved – 1/17/19 CAA)***
23. New Course: 18-11, HSL 4775 ***(Proposal Approved – 12/6/18 CAA; 2/5/19 CGS)***
24. Create two new major codes (1HPC and 1HPE) for new Health Promotion online options. ***(Executive Action Approved - 2/7/19 CAA)***
25. Remove the 3.50 Major GPA requirement for the overall GPA pathway for admission to the Department of Health Promotion Honors Program. ***(Executive Action Approved – 2/7/19 CAA)***
26. Change the class hours and update the course descriptions for NTR 1120, 3120, and 4757 ***(Executive Action Approved – 2/7/19 CAA and 2/19/19 CGS)***.
27. Change prefix for FCS 4845, FCS 4846, FCS 4860 to HSL 4845, HSL 4846, HSL 4860; prefix, name, and prerequisite changed, removed 9sh option HSL 4275; prefix, name changed, revised prerequisites and notes HSL 4854; prefix, name, and course description changed, revised prerequisites and notes for HSL 4859. ***(Executive Action Approved – 12/6/18 CAA and 2/19/19 CGS)***
28. New Courses: 18-18, CDS 5130; 18-25, CDS 5905; 18-26, CDS 5915; 18-27, CDS 5920; 18-28, CDS 5230 ***(Proposals Approved - 2/5/19 CGS)***
29. Revised Courses: 18-17, CDS 5000; 18-19, CDS 5170; 18-20, CDS 5200; 18-21, CDS 5250; 18-22, CDS 5300; 18-23, CDS 5350; 18-24, CDS 5800 ***(Proposals Approved - 2/5/19 CGS)***
30. Revised Option: 19-03, B.S. in Health Promotion: Emergency Management & Disaster Preparedness Option ***(Proposal Approved - 2/14/19 CAA)***
31. Revise the hours for NUR 4508 from (3-0-3) to (2-2-3) and add details to the course description about a virtual lab experience ***(Executive Action Approved – 2/14/19 CAA)***
32. Revise the “Course Short Title,” “Course Long Title,” and “Course Description” for KSS 1500. ***(Executive Action Approved – 2/21/19 CAA)***
33. Change the course title and description for NTR 1120. ***(Executive Action Approved – 2/28/19 CAA)***

34. Revised Major: 19-04, B.S. in Sport Management (***Proposal Approved – 2/28/19 CAA***)
35. New Minor: 19-05, Workplace Wellness Minor (***Proposal Approved – 2/28/19 CAA***)
36. Update the list of shared courses in the M.S. in FCS: Accelerated Graduate Program. (***Executive Action Approved – 3/5/19 CGS***)
37. Add the online and hybrid delivery modes to KSS 5000. (***Executive Action Approved – 3/5/19 CGS***)
38. Amend the list of shared courses in the M.S. in Health Promotion & Leadership Option by replacing HCM 4910 with HCM 5610. (***Proposal Approved - 2/28/19 CAA, 3/5/19 CGS***)
39. Revised Program: 19-07, B.S. in Human Services Program Administration (***Proposal Approved – 3/7/19 CAA***)
40. Add the online delivery mode to REC 2500. (***Executive Action Approved – 3/21/19 CAA***)
41. Replacement of HCM 4910 with 5610 in the Health Promotion Leadership accelerated program. (***Executive Action Approved – 4/2/19 CGS***)
42. Remove CDS 5090, 5091, 5220, and 5600 from the catalog. (***Executive Action Approved – 4/2/19 CGS***)
43. Renumber CDS 5200 to CDS 5210. (***Executive Action Approved – 4/2/19 CGS***)
44. New Course: 19-01, HCM 5610. (***Proposal Approved – 4/2/19 CGS***)
45. Revised Program: 19-02, M.S. in Health Promotion & Leadership (***Proposal Approved – 4/2/19 CGS***)
46. Update Program Names: 19-06, Change the KSR department graduate program names from “Kinesiology & Sports Studies” to “Exercise Physiology” and “Sports Administration” AND adjust the catalog copy. (***Proposal Approved – 4/2/19 CGS***)

### III. Communications:

None.

### IV. Items Acted Upon:

#### 1. 19-08, KSR 1500 (Revised Course).

Dr. Price presented the proposal. Dr. Simons motioned and Dr. Price seconded to approve the proposal. The motion was approved by acclamation. The proposal was approved.

#### 2. 19-09, KSR 5000 (Revised Course).

Dr. Pritschet presented the proposal. The committee requested a revision to the proposal. Ms. Smitley motioned and Dr. O’Rourke seconded to approve the proposal with revisions. The motion was approved by acclamation. The proposal was approved.

#### 3. 19-10, HSL 4850 (4650) (Revised Course).

Dr. O’Rourke and Dr. Emmett presented the proposal. Dr. Farley motioned and Dr. Simons seconded to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**4. 19-11, HSL 5852 (Revised Course).**

Dr. O'Rourke presented the proposal. Dr. Price motioned and Ms. Smitley seconded to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**5. 19-12, HSL 5900 (Revised Course).**

Dr. O'Rourke presented the proposal. She explained that the only change to the proposal was a change to the course title. Based on the university curriculum guidelines a course title revision may be submitted as an executive action request. Therefore, the proposal wasn't acted upon. Instead Dr. Emmett indicated he would submit an executive action request to change the course title.

**6. 19-13, B.S. in Human Services Program Administration (Revised Degree).**

Dr. Emmett presented the proposal. Ms. Smitley motioned and Dr. Simons seconded to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**7. 19-14, M.S. in Human Services Program Administration (Revised Degree).**

Dr. O'Rourke presented the proposal. Dr. Price motioned and Ms. Smitley seconded to approve the proposal. The motion was approved by acclamation. The proposal was approved.

**V. Selection of the 2019-20 Officers:**

**1. Chair:**

Dr. Holly Farley will serve as the 2019-20 Chair based on the structure outlined in the CHHS Curriculum Committee bylaws (See below.)

***Section 4.01** At the last meeting of each academic year, a Vice-Chairperson and, if necessary, a Chairperson is elected. The Chairperson serves a one-year term beginning the following fall semester. **The Vice-Chairperson succeeds to Chairperson the following year for a one-year term as Chairperson.***

**2. Vice Chair:**

Dr. Kathleen O'Rourke agreed to serve as the 2019-20 Vice Chair.

**VI. Other Business:**

1. The committee identified members who were leaving the committee and how to fill those positions. NOTE: Outgoing committee members are Dr. Melanie Burns, LTC Travis Shain, and Ms. Jean Smitley.
2. It was noted that the first meeting of the fall will be held at 2:00 p.m. on Monday, September 9, 2019.

**VII. Pending:**

None.

The meeting adjourned at 2:52 p.m.

Dr. Emmett thanked all of the committee members for their service on the committee.

The next meeting will be held at 2:00 p.m. on Monday, September 9, 2019. The meeting location – 1418 Klehm Hall.

Respectfully submitted,  
Janet Fopay