

CURRICULUM COMMITTEE

November 19, 2010 – Student Senate Room (HUB 119)

DRAFT - MINUTES

Present: Bonnie L. Bechard (3 pm), Devin L. Bell (student, voting), Julie N. Bernier (3 pm), Christian Bisson, Mary E. Campbell (consultant, non-voting), Elizabeth A. Cox (left at 5:04 pm), Karolyn Kinane, Joyce C. Larson (left at 4:49 pm), Wendy J. Palmquist (Chair), Lisa D. Spradley, Anil Waghe, [10 voting members]

Excused: Christina Bradbury (non-voting new faculty observer)

Presenters of Proposals: Linda S. Levy, Barbara D. Lopez-Mayhew, Robert A. Nadeau, John M. Rosene, Cynthia W. Vascak

Note: Unless otherwise indicated, all curricular changes noted below will become effective with the 2011-2012 edition of the Academic Catalog. Recorded in the order in which the agenda item was discussed.

Wendy Palmquist called the meeting to order at 2:30 pm. She introduced Devin Bell as a student representative.

I. The minutes of the October 15, 2010 meeting were *approved as presented 7-0-1-2.*

II. New Business

A. Health and Human Performance:

1. (a) BS Physical Education/Exercise and Sport Physiology: drop Option
(b) New major: BS Exercise and Sport Physiology
Approved 8-0-0-2. [This needs to be submitted to the Faculty and to SAPC.]
2. PE 4800 Senior Research I: change course description. *Approved 8-0-0-2. [WRCO approved 11/22/10 by the General Education Committee; new course number is PE 4805.]*
3. PE 4810 Senior Research II: change course description. *Approved 8-0-0-2.*
4. New course: PE 3850 Introduction to Research Writing (1 credit). Introduces students to the process of research writing in the exercise sciences. Provides guidance through the literature search using the library and Internet. Critical review of the literature and completion of a simulated scientific manuscript including abstract, introduction, procedures, results, discussion, and references is the focus. Springs. Prerequisite(s): open to Exercise and Sport Physiology majors only. *Approved 8-0-0-2.*
5. PE 3310 Curriculum Design and Implementation: change prerequisite to PE 2415 and (HE 3760 or PE 3000). *Approved 8-0-0-2.*
6. BS Athletic Training: change requirement of the major from PE 4780 to a choice of PE 3260 or PE 4780. *Approved 8-0-0-2.*
7. AP 2010 Foundations of Adventure Education: change course description
8. AP 2210 Adventure Education Teaching Theories and Methods: change course description
9. AP 2300 Top Rope Rock Climbing: change course title to Rock Climbing Fundamentals; change course description
10. AP 2400 Paddling Fundamentals: change course title to Canoe Paddling Fundamentals; change course description
11. AP 3100 Wilderness Expedition (TECO): change prerequisite to AP 2210; add corequisite of AP 3300; change course description
12. AP 3101 Immersion Wilderness Expedition (TECO): change prerequisite to AP 2210; change course description

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13. AP 3110 Challenge Course Fundamentals: change prerequisite to AP 2210 and (AP 2300 or AP 2309); change course description
14. AP 3300 Adventure Leadership and Group Management: change prerequisite to AP 2210; add corequisite of AP 3100; change course description
15. AP 3301 Immersion Adventure Leadership and Group Management: change prerequisite to AP 2210; change course description
16. AP 3310 Lead Rock Climbing: change prerequisites to AP 2210, (AP 2300 or AR 2309), and (AP 3300 or AP 3301 or AP 3309); change course description
17. AP 3320 Adventure Education Philosophy and Theory (WRIT)(WRCO): change prerequisite to AP 2210; change course description
18. AP 3321 Immersion Adventure Education Philosophy and theory (WRIT)(WRCO): change prerequisite to AP 2210; change course description
19. AP 3400 Wilderness First Responder: change course description
20. AP 3401 Immersion Wilderness First Responder: change course description
21. AP 3410 Whitewater Paddling: change course title to Whitewater Kayaking; change prerequisites to AP 2210, (AP 2400 or AP 2409), and (AP 3300 or AP 3301 or AP 3309); change course description
22. AP 3500 Adventure Processing and Facilitation: remove course fee; allow prerequisite (AP 2210) to be concurrent; change course description
23. AP 3600 Outdoor Skills Clinical: change prerequisites to (AP 2300 or AP 2309), (AP 2400 or AP 2409), and (AP 3100 or AP 3101 or AP 3109); change course description
24. AP 3700 Winter Backcountry Travel: change prerequisites to AP 2210, (AP 3100 or AP 3101 or AP 3109), (AP 3300 or AP 3301 or AP 3309), and (AP 3400 or AP 3401 or AP 3409 or current WFR); change course description
25. AP 3810 Alpine Mountaineering: change prerequisites to AP 2210, (AP 2300 or AP 2309), (AP 3300 or AP 3301 or AP 3109), and (AP 3400 or AP 3401 or AP 3401 or current WFR); change course description
26. AP 3880 Adventure Education Practicum: change course description
27. AP 3890 Adventure Education Clinical: change course description
28. AP 3950 Special Topics in Adventure Education: change prerequisite to AP 2210; change course description
29. AP 4300 Teaching Assistantship in Adventure Education: change prerequisites to Completion of at least 27 credits in Adventure Education courses including AP 2210, AP 3600, (AP 3300 or AP 3301 or AP 3309), (AP 3400 or AP 3401 or AP 3409 or current WFR); permission of the instructor; change course description
30. AP 4600 Risk Management in Adventure Education: change course description
31. AP 4880 Adventure Education Internship: change prerequisites to a minimum grade of C in AP 4300; completion of 60 days of documented leadership/instruction experience; taken before the semester immediately prior to graduation; change course description.

Approved 8-0-0-2.

B. Education: proposals were withdrawn until the December 17th meeting

C. Social Science:

1. TMP 4750 Tourism Planning and Development: delete corequisite; change prerequisite to TMP 2750 and (EPL 2100 or PO 2020). The Committee questioned the justification as stated on the proposal form and the notation of “immediately” as to when should this change become effective. It was moved and seconded to table the Curriculum Change proposal. *Approved 9-0-1-0.*

D. Languages and Linguistics:

1. (a) BA French: allow 1000 level language courses to count in the major.
(b) BA Spanish: allow 1000 level language courses to count in the major.
Approved 10-0-0-0.

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2. Spanish minor: change Spanish electives to 8-9 credits; change the total credits required to 17-18.
3. French minor: change French electives to 8-9 credits; change the total credits required to 17-18. *Approved 10-0-0-0.*
4. German minor: change requirements; change the total credits required to 17-18. *Approved 10-0-0-0.*
5. (a) FR 2010 Intermediate French I (DICO)(GACO): change credits to 3; new course number is FR 2030
(b) FR 2020 Intermediate French II (DICO)(GACO): change credits to 3; new course number is FR 2040
6. (a) GR 2010 Intermediate German I (GACO): change credits to 3; new course number is GR 2030
(b) GR 2020 Intermediate German II (GACO): change credits to 3; new course number is GR 2040
7. (a) SP 2010 Intermediate Spanish I (DICO)(GACO): change credits to 3; new course number is SP 2030
(b) SP 2020 Intermediate Spanish II (DICO)(GACO): change credits to 3; new course number is SP 2040

Approved 10-0-0-0.

E. Art:

1. BA Art History
 - (a) Western (pre-1900) Art History 3000/4000 level elective: add AH 3600 Arts of the United States as a choice
 - (b) Group B Supporting Courses: change requirement to complete any combination of three courses in any discipline(s) excluding Art History at the 2000 level or above that complement(s) the student's academic and professional goals, given the written approval of the Art History advisor. (Courses cannot be the same courses used to satisfy either the two Studio Arts electives in the major or the General Education Directions course requirements.)

Approved 10-0-0-0.
7. Art minor: change requirements.
Ceramics minor: change requirements
Drawing minor: change requirements
Painting minor: change requirements
Printmaking minor: change requirements
Sculpture minor: change requirements

Approved 10-0-0-0
2. (a) New course discipline: PT for Photography
(b) New course: PTDI 2200 The Art of Photography (3 credits). An introduction to photography as a visual language. Students gain technical skills with the camera, film, exposure developing and printing. Students explore use of the creative process as they develop personal imagery and learn to compose and apply principles of art and design to their work. Introduces the history and aesthetics of photography. A 35 mm camera with a light meter is necessary. Students purchase personal film and papers. Additional course fee required. Falls and Springs. (CTDI) [CTDI approved 11/22/10 by the General Education Committee.]

Approved 9-0-1-0.
3. New course: PT 3620 Photo Documentary and the Artist (3 credits). Addresses the components of creating and editing photographs and pictorial narratives for the purposes of creating photographic documentaries, newspaper and magazine publications, and photo ethnographies. Addresses and applies to projects research methods and ethical issues facing photographers engaged in this form of work. Students work with choices of 35 mm and/or digital cameras to

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complete a variety of assignments that include current events, people and place, and social issues. Discusses equipment selection and use. Culminates in a personally selected final feature project. Additional course fee required. Springs. Prerequisite(s): (PT 2200 or PT 2600) and PT 3450. *Approved 9-0-1-0.*

4. New course: PT 3450 Digital Photography (3 credits). Introduces students to digital photography and the use of digital cameras, computer software, scanners, and photo-quality ink-jet printers in order to be able to create high quality color and black and white photo images. Students learn how to scan negatives, transparencies, and prints to produce high resolution files and to manipulate these files in Adobe Photoshop. Covers equipment calibration, manipulation of color rendition, and selections of fine art paper surfaces. Students work with composition, lighting, critique, and study works of contemporary photographers while developing a personal body of professional quality photo images. Additional course fee required. Falls and Springs. Prerequisite(s): PT 2200 or PT 2600. (TECO) *Approved 9-0-1-0.* [TECO approved 11/22/10 by the General Education Committee.]
5. New course: PT 4600 Special Topics in Photography (3 credits). For students who have completed nine credits of coursework in Photography and seek to continue to work at an advanced level. Students work with the instructor to address specialized topics that will enhance and challenge their personal artistry, technical and design skills, and photographic repertoire. May be repeated with a different topic for no more than six credits. Additional course fee required. Prerequisite(s): (PT 2200 or PT 2600), PT 3450, and (PT 3620 or CM 3750). *Approved 9-0-1-0.*
6. (a) New minor: Photography (15-17 credits). PT 2200 or PT 2600; PT 3450; (AH 2700 or AN 2210 or CM 2770); complete 6-8 credits from PT 3620 or PT 4600 or (CM 3750 or CM 3760). [*This needs to be submitted to the Faculty; SAPC needs to be notified.*]
(b) AR 3910 Photography II: delete course
Approved 9-1-0-0.

Added to the Agenda: AR 2600 Photography I: change discipline to PT. *Approved 10-0-0-0.*

7. New course: AR 2xxx Exploring Art Therapy. Withdrawn by the Department.

F. Undergraduate Studies:

1. (a) Transfer Agreement with Lakes Region Community College, Laconia, NH for our BA Art/Painting
(b) Transfer Agreement with Nashua Community College, Nashua, NH for our BS Business Administration
(c) 2+2 Agreements with Nashua Community College, Nashua, NH for their AS Business Administration/Accounting and our BS Business Administration; their AS Business Administration/Management and our BS Business Administration; their AS Business Administration/Marketing and our BS Business Administration; their AS Business Administration/Small Business Entrepreneurship and our BS Business Administration

Approved 10-0-0-0.

G. College of Business Administration:

1. New course: BU 4380 Sales Internship (1-3 credits). Application of the skills learned in professional sales courses. Students learn how to assist professionals in a chosen field in a real world application of sales and marketing. Allows students to view networking as a strategic process to guide them toward a desired career. Requires a brief internship presentation to selected sales class. Forty hours per credit. Repeatable for up to three credits. Falls and Springs beginning 2012. Prerequisite(s): BU 2450, BU 3280, BU 3290, BU 3420, BU 4260; minimum 2.50 cumulative GPA; junior or senior status; Professional Sales minors only; permission of instructor. *Approved 10-0-0-0.*
2. New minor: Professional Sales (19-21 credits). BU 2450, BU 3280, BU 3290, BU 3420, BU 4260, BU 4330, and (BU 3350 or BU 3370 or BU 4380 or BU 4440). Open to non-business

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majors. *Approved 10-0-0-0. [This needs to be submitted to the Faculty; SAPC needs to be notified.]*

3. New certificate: Professional Sales (19-21 credits). Same requirements as the Professional Sales minor. Open to Frost School students. Does that mean matriculated (degree-seeking) students or continuing education students? Withdrawn by COBA.
4. BU 3290 Professional Selling Skills II: change prerequisite to BU 3280. *Approved 10-0-0-0.*

H. English:

1. EN 2700 Creative Writing: change prerequisite to EN 1200 (may be taken concurrently)
EN 3030 Practicum in Publication: change prerequisite to EN 2700 or EN 3670 or EN 3090
EN 3680 Scriptwriting: change prerequisite to EN 1200
EN 3670 Journalism (TECO)(WRCO): change prerequisite to EN 1200
Approved 9-0-0-3.
EN 3300 The Craft of Screenwriting: Reading and Writing Screenplays: delete prerequisite.
Removed from the motion.
2. EN 4950 Writing Internship: change title to English Internship; change course description; change prerequisite to permission of the English Department Chair and the Director of Practica/Internships; change credits from 3 to 1-12. *Approved 9-0-0-1.*

III. Reports

- A. System Academic Planning Committee. Has not met.
- B. General Education Committee. Met October 25th and approved 11 new courses, one second experimental course, SIDI waiver for BS Nursing, and 11 sunset renewals; denied one sunset renewal; three proposals were withdrawn. Met November 8th and approved PE 4800 as WRCO, five sunset renewals, and continuation of Gen Ed for four AP courses that had curriculum changes approved October 15th by the Curriculum Committee. Continued discussing assessment; the Chair distributed his proposal for a General Education Assessment Plan 2010-2010. The Committee is meeting November 22nd. Two new courses and 15 sunset renewals were approved in Early Review; two new courses and 12 sunset renewals are on the agenda. Forty-seven courses with a 5/2011 sunset date need to be submitted for renewal consideration no later than December 6th.
- C. Council of Teacher Education. Met October 18th. Discussed the fingerprinting session that University Police held and an update on the NCATE report and visit. Met November 15th. Discussed the process to be followed with Student Requests for Teacher Certification students, which includes a review by and a recommendation from the Director of Teacher Certification; NCATE report and visit; fingerprinting. Eighty students will be student teaching Spring 2011. The Council will not meet in December; a retreat will be held in January.
- D. Steering Committee. Wendy reported that the Curriculum Committee was discussing certificates.

IV. Discussion

- A. Certificate programs vs. minors? Perhaps a certificate should be a certain number of credits beyond the major. An academic minor is an exploration in a discipline that is different from one's major. Not sure that the requirements of a certificate should be the same as the requirements of a minor. Departments/Colleges offer courses; Frost is an administrative body to help us with non-traditional students. Perhaps marketing courses could become their own discipline. Perhaps sales courses could become their own discipline. We need to discuss (a) the number of credits required and (b) whether a certificate should be identical to a minor.

We need to find out how other institutions define a minor and define a certificate. Is a certificate strictly for continuing education (non-degree majors) or are matriculated (degree-seeking) students also allowed to complete a certificate? All of the certificates that Champlain College offers are for continuing education students only. Graduate certificates are different from undergraduate certificates. Who is offering the course? "offered through Frost" is confusing.

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Departments/Colleges offer courses through Frost or the College of Graduate Studies. Certificates are attractive for continuing education students so we have to offer classes in the evening. Certificates may lead continuing education students to apply for a degree program. Business would offer multiple sections of the courses that are to be required in the Professional Sales Certificate, with some as Frost sections. One can enter the University as a Frost student and later drop that designation. Only Frost students are allowed to register for reserved seats in Frost sections; those seats may be opened to all students during the add period.

We will continue to think about this topic. We should have a separate discussion meeting for these topics. Need to talk about the number of credits for a certificate (12+?); open to degree versus continuing education students. Bonnie volunteered to do some research with Professor Nadeau on how institutions offer certificates.

[Information received subsequent to the meeting from the Provost: Certificate programs must have 16 credits to be eligible for federal financial aid funding.]

B. Length of course descriptions. Due to the lateness of the hour, this was not discussed.

The Committee agreed to have a Discussion meeting on **February 11, 2011**. Karolyn had distributed a list of "Items from Curriculum Committee Discussion meetings November 2009-March 2010."

The meeting adjourned at 5:16 pm.

The Curriculum Committee meets on the third Friday of the month from 2:30 until 5 pm in the Student Senate room (HUB 119). Proposals need to reach the Chair 10 days prior to the meeting. Their next meeting is Friday, **December 17th**. The Scribe will not be able to attend that meeting.

Respectfully submitted,

Mary E. Campbell, Scribe
Director of Curriculum Support

2010-2011 PSU Academic Catalog:

TEACHING ENGLISH

TO SPEAKERS OF OTHER LANGUAGES (TESOL) MINOR

19-27 credits

Corequisite: an approved Teacher Certification program

		Credits
LL 2000	Introduction to Language and Linguistics	3
LLDI 2950	Language Acquisition (SIDI)	3
LL 3300	Foundations of Multilingual Multicultural Studies (DICO)	3
LL 4100	TESOL Methods and Practice	4
LL 4300	Literacy in Language Learning	3
LL 4820	Language Assessment	3
Two semesters of one foreign language at the university level or equivalent*		0-8

*American Sign Language may satisfy this requirement for the minor but does not satisfy the Global Awareness Connection.

LL 4100 requires a 30-hour field experience.

TEACHING ENGLISH TO

SPEAKERS OF OTHER LANGUAGES (TESOL) CERTIFICATE

16 credits

		Credits
LLDI 2950	Language Acquisition (SIDI)	3
LL 3300	Foundations of Multilingual Multicultural Studies (DICO)	3

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LL 4100	TESOL Methods and Practice	4
LL 4300	Literacy in Language Learning	3
LL 4820	Language Assessment	3

LL 4100 requires a 30-hour field experience.

The TESOL Certificate program is offered through the Frost School of Continuing and Professional Studies. It is open to matriculated (degree-seeking) Plymouth State University students and to continuing education students. The Certificate does **not** provide TESOL certification.

Continuing education students submit an application, including an essay and a \$25 application fee, to the Admission Office. An official secondary school transcript with date of graduation or a satisfactory secondary school equivalency certificate (GED) is also submitted to the Admission Office. Official transcripts of all post-secondary work attempted are required. A maximum of two courses could be transferred in to fulfill Certificate requirements. Applications are processed by the Frost School in collaboration with the Admission Office and the Department Chair or designee. Transfer credits are processed by the Undergraduate Studies Office.

Certificate courses are offered in a sequence beginning with LLDI 2950, which must be taken first. Anyone earning the Certificate could apply the credits earned in the Certificate toward a degree at Plymouth State University. The Frost School tracks Certificate students' progress and with the Department Chair or designee, provides advising.

A minimum cumulative grade point average of 2.00 in the Certificate is required. Completion of all requirements is determined by the Degree Auditor. Certificates of Completion are issued by the Frost School. Transcripts stating completion of the Certificate are issued by the Registrar's Office.

Completing the TESOL Certificate does **not** equal completion of State certification/endorsement in TESOL K-12.

GEOGRAPHIC INFORMATION SYSTEMS MINOR

15 credits

Complete one of the following:

Credits

GE 2001	Physical Geography	3
GE 2002	Human Geography	

GE 2090	Computer Mapping	3
GE 3270	Introduction to Geographic Information Systems	3

Complete six credits from the following, with a minimum of one course in Geography: 6

CS 2010	Computing Fundamentals	
CS 2080	Visual Basic	
CS 2370	Programming in Java	
GE 3350	Introduction to Airphoto Interpretation and Remote Sensing	
GE 4270	Advanced Geographic Information Systems	
GE 4280	GIS Applications: Computer Mapping	

GEOGRAPHIC INFORMATION SYSTEMS CERTIFICATE

16 credits

Credits

GE 2001	Physical Geography	3
GE 2090	Computer Mapping	3
GE 3270	Information to Geographic Information Systems	3
GE 3350	Introduction to Airphoto Interpretation and Remote Sensing	4
Complete one of the following:		3
GE 4270	Advanced Geographic Information Systems	
GE 4280	GIS Applications: Computer Mapping	

The Geographic Information Systems Certificate is offered through the Frost School of Continuing and Professional Studies. It is open to continuing education students.