

Department Chair Meeting Minutes
College of Arts and Sciences
September 24, 2013

The meeting was called to order at 8:05 a.m. on Tuesday, September 24, 2013. Dr. Vagn K. Hansen, Dean of the College of Arts and Sciences, presided. Department Chairs present: Ms. Chiong-Yiao Chen, Dr. Paul Kittle, Dr. Brent Olive, Dr. Gregory Pitts, Dr. Yaschica Williams, Dr. Larry Adams, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Francis Koti, Dr. Christopher Maynard, Dr. Cindy Stenger, LTC Michael Snyder, Dr. David McCullough, Dr. Richard Statom for Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Dr. Amy Crews was an invited guest. Debbie Tubbs took the minutes.

Dr. Hansen noted that Dr. Maynard reminded him to add discussion of draft revisions to the core competencies to the agenda and Dr. Hansen agreed to add this topic as agenda item six.

1. **Approval of Minutes from September 10, 2013.** Dr. Hansen made a motion to approve the minutes, there was a second, the date on item 7 was changed from October 1 to October 10, and with this amendment the minutes were approved.
2. **Amy Crews – First Year Advising.** Dr. Crews provided the attached handout [page 3] entitled Freshman Advising Proposal – A Summary of Key Points. She discussed her new charge as Director of University Advising. Department chairs asked questions and made comments. Amy stated that their website will be updated to include an advising manual and concluded by sharing that this will be a continuing dialogue with the campus.
3. **Curriculum Change Proposal from the Department of Music and Theatre.** Dr. McCullough made a motion to delete all references to the Music Business degree program (Option 1) to reflect the discontinuation of that degree program and change the numeration of the other music degree program options to align with this change. The motion was seconded, discussed, and adopted [page 4].
4. **Curriculum Change Proposals from the Department of Biology.** Dr. Kittle made a motion for a proposed new course, BI 299H (1) *Honors Science Symposium* and the motion was seconded, discussed, and adopted [page 13].

Dr. Kittle made a motion to revise the Environmental Biology Option by dropping 8 hours of general physics, replacing industrial hygiene courses with a choice of courses from earth science, expanding the geography block to require completion of the certificate in geographic information systems, and continuing to offer two blocks from which to choose in the environmental biology option. The motion was adopted [page 16].

Dr. Kittle made a motion to revise prerequisites for BI 421 and BI 423 [page 20] and BI 521 and BI 523 [page 22]. The motion was seconded, discussed, and adopted.

5. **Curriculum Change Proposal from the Department of Art.** Ms. Chen made a motion for a new minor in HCI Design (Human Computer Interaction) and the motion was seconded.

During discussion, Ms. Chen shared that HCI/UX is an industry driven, rapidly growing discipline that demands interdisciplinary and collaborative abilities. The minor in HCI Design facilitates and enhances art students' future success by offering them an opportunity to expand their knowledge in CIS and Psychology. She added that this minor also offers creativity inclined students from other majors an opportunity to develop their visual and perceptual acuity that supports their specialized studies. Dr. Hansen suggested maybe offering this minor as a certificate program in the future. Dr. Chen's motion was adopted [page 24].

6. **Core Competencies.** Dr. Hansen asked Dr. Maynard to lead this discussion. Dr. Maynard stated that all department chairs should have received an email [attached to these minutes as page 27] from Dennis Balch with a first draft of suggested changes to the core competencies for the UNA undergraduate program. Dr. Maynard shared that our college had good representation on this committee and the charge to this committee was to ensure alignment with the QEP and key elements of the UNA Strategic Plan, especially the commitment to cultivating global awareness. Dr. McCullough commended the addition of aesthetic awareness and informed citizenship and thanked Dr. Pitts for his department's work on Constitution Day topics and Dr. Maynard and his department's work on the history of desegregation [after minutes were distributed, Dr. Maynard asked for his department to receive credit for Constitution Day topics and Dr. Pitts' department should have received credit for First Amendment discussions]. Dr. Maynard invited departments to share suggestions by email to Dennis Balch and Dr. Pitts reminded the group that the Core Competencies Committee would meet again this Thursday.
7. **Report from COAD.** Dr. Hansen reported the following items were among those discussed at the September 17 COAD meeting:
 - Department chair quartiles in relation to a score of one for each 20 graduates and the current 3 adjuncts equal one full time faculty which lead to discussion as to whether this meant three courses taught by an adjunct or three different adjuncts which comprises more complexity. [Dr. Adams stated he hoped as this topic is discussed, the COAD will recognize that the Affordable Care Act will negate three courses taught by adjuncts and a different formula be recognized]. Dr. Hansen stated that at the next COAD meeting, supplies/equipment budgets will be discussed to see how those formulas are used.
 - Minimum number of hours required for a Bachelor's Degree from 128 to 120 was enthusiastically endorsed.
 - Voice mail will not be disabled [as requested by some faculty members].
 - E Portfolios were discussed and Dr. Hansen asked Debbie to forward the latest email received regarding E promotion portfolio deadlines [attached to these minutes as page 28].
8. Other – none.

The meeting adjourned at 9:22 a.m.

From Amy Crews
9/24/13

Freshman Advising Proposal --- A Summary of Key Points

1. Create the designation of "University Advisor". These individuals are either faculty or staff members who have been selected specifically to advise first year students. Selection criteria and process are led by the Director of University Advising Services, and based on the candidates' fit with a student-centered advising philosophy as articulated in the proposal.
 - Students who have a major will see University Advisors in their major department
 - Students who are undecided will see University Advisors who are faculty or staff
 - Students who are undecided, but have chosen a college, will see University Advisors within their college
2. University Advisors participate in on-going training as directed by University Advising Services.
3. University Advisors participate in regularly scheduled evaluations aimed at improving advising knowledge and skills.
4. University Advisors agree to be held accountable for their activities by adhering to the requirement to submit regular reports to the Director of University Advising Services.
5. UNA will work on finding a significant way to recognize the meaningful contributions made by University Advisors, including significantly factoring their activities into tenure and promotion consideration, and for staff, into annual performance evaluations.
6. UNA establishes and endorses a university-wide leadership role for University Advising Services, which will, on an annual basis, make regular professional development training and resources available through workshops, seminars, websites, conferences, etc., to all academic advisors, whether they are designated University Advisors or departmental major advisors.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences

Department Name: Music and Theatre

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input checked="" type="checkbox"/> Editorial Change |
| <input checked="" type="checkbox"/> Other – delete Music Business degree program | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☒ No ☐

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

Delete all references to the Music Business degree program (Option I) to reflect the discontinuation of that degree program and change the numeration of the other music degree program options to align with this change. The music faculty has unanimously voted to discontinue the Music Business degree program due to the availability of other programs of study at UNA that provide academic offerings for students who have an interest in preparing for careers in music industry fields.

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: Department of Entertainment Industry

9-16-2013

Date Approved by Department Curriculum Committee

September 24, 2013

Date Approved by College Curriculum Committee**


Chair's Signature


Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

DEPARTMENT OF MUSIC AND THEATRE

Chair: Dr. David M. McCullough, 142 Music Building, 256-765-4516

Faculty: Dr. Bostic-Brown, Dr. Brown, Dr. Cai, Dr. Elsey, Mr. Flowers, Mr. James, Dr. Jones, Dr. Loeppky, Dr. Merciers, Dr. Moyer, Dr. Ruebhausen, Mr. Weimann

Deleted: Dr. Flores,

The University of North Alabama is an accredited institutional member of the National Association of Schools of Music.

The Department of Music and Theatre offers three programs of study leading to the Bachelor of Arts or Bachelor of Science degree with a major in music. Option I: Performance, Option II: Vocal/Choral Music and Option III: Instrumental Music are professional degree programs. Combining the music major Option II: Vocal/Choral Music or Option III: Instrumental Music with a second major in professional education grades P-12 constitutes a professional degree program through which students may earn teacher certification in Choral Music P-12 or Instrumental Music P-12. The department also offers a minor in music and coursework that is applicable to the general education component.

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For information on the option in Theatre, please refer to the Department of Communications.

Program options in the music major include:

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Option I: Performance (Instrumental, Piano, and Vocal) is a professional degree program designed for students who wish to pursue interests in developing performance skills for the purpose of personal artistic development and as preparation for the study of music or other disciplines at the graduate level.

Deleted: Option I: Music Business is a liberal arts degree program designed for students who wish to pursue careers in the music industry. Option requirements include coursework for the development of general musicianship as well as that of direct application to recording technology and to business and marketing practices within the music industry.¶

Option II: Vocal/Choral Music is a professional degree program designed for students who wish to enter the teaching profession through preparation in the area of specialization and certification, Choral Music P-12, which requires this option and a second major in Secondary Education. This option may also serve as a general music option for students who do not wish to pursue teacher certification.

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Option III: Instrumental Music is a professional degree program designed for students who wish to enter the teaching profession through preparation in the area of specialization and certification, Instrumental Music P-12, which requires this option and a second major in Secondary Education. This option may also serve as a general music option for students who do not wish to pursue teacher certification.

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*All students majoring or minoring in music must take a live performance audition and a theory and aural skills placement examination prior to their acceptance into the music program.

All applied music courses are numbered from the 100 to the 400 level with each successive level representing a higher level of competency. Syllabi are on file for each level of competency. Each applied level is a prerequisite for the next level.

Students enrolled in a minor in music, and other majors may take a one-credit-hour lesson each semester unless they have obtained prior approval from their applied instructor to take additional hours. Option **J**: Performance, Option **JII**: Vocal/Choral Music, and Option **JIII**: Instrumental Music students are expected to take a two-credit-hour lesson each semester until they have completed the requirements for Senior Recital (MU 419).

Option **J**: Performance, Option **JII**: Vocal/Choral Music, and Option **JIII**: Instrumental Music students are required to register for and participate in a major performing ensemble (University Band, Collegiate Singers, Shoals Symphony at UNA) in the students' areas of specialization each semester of enrollment at the University as full-time students. Students are not required to participate during the term in which they are enrolled in student teaching.

All music majors are required to take a sophomore examination which includes proficiency in performance on the student's major applied instrument or voice. To satisfy this requirement, students must:

1. have completed or be currently enrolled in their seventh or greater credit hour of applied music; and
2. be currently enrolled in the 200-level applied music course and, with the approval of their instructors, perform in their major applied music areas before the appropriate designated panel of music faculty.

The faculty will advise the student at that time concerning continuation in the music program. All music majors are required to demonstrate piano proficiency to music faculty. Piano proficiency may be demonstrated by earning a grade of "C" or higher in MU 131, 132, 231, 232 (Class Piano I, II, III, IV); or by successfully performing all components of the Piano Proficiency Exams I and II as listed in the Music Student Handbook.

Option **J**: Performance, Option **JII**: Vocal/Choral Music, and Option **JIII**: Instrumental Music students are required to give a senior recital as a demonstration of proficiency in the student's chosen area or areas of music performance by one of the following means: an individual public recital or a joint public recital with another student. Students must be enrolled in applied music during the semester of their senior recitals. Students seeking teacher certification in music must complete their senior recital and piano proficiency requirements prior to their student internship.**

Deleted: Option I: Music Business,

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*This includes transfer students.

**All students giving recitals are required to have a pre-recital hearing as described in the Music Student Handbook.

Special fees are charged for work in applied music (individual instruction). For organ, piano, voice, and orchestral or band instruments, the fee is \$60.00 per credit hour which provides for one half-hour lesson per week in a semester and one one-hour lesson per week in a summer term. Where such instruction may be approved for groups of four the fee is \$30.00 per credit hour. Some special forms of financial aid are available for eligible students who perform in university ensembles or serve as accompanists (see "Expenses" and "Student Financial Services").

REQUIREMENTS FOR A BACHELOR OF ARTS OR BACHELOR OF SCIENCE DEGREE WITH A MAJOR IN MUSIC

Course	Credit
A. General Education Component	41
For general education requirements and additional requirements for UNA students, refer to Academic Procedures and Requirements.	
For the Bachelor of Arts degree the student must satisfy the following requirement: 6 hours of a required foreign language at the intermediate level.	
B. Major Core Requirements:	
Performance Attendance (011) six semesters	0
*Music Theory I, II, III, IV (101, 102, 201, 202**)	12
***Class Piano I, II (131, 132)	2
*Sight Singing/Ear Training I, II, III, IV (190, 191, 290, 291)	4
Music in World Cultures (233W)	3
History of Music I, II (345, 346W)	6
Orchestration and Arranging (361)	2
Fundamentals of Conducting (382)	2
	<u>31</u>

All music majors must meet ensemble requirements by registering for and participating in band, chorus, or orchestra for large ensemble requirements; and chamber choir, jazz ensembles, string ensemble, opera/musical theatre and other smaller performing groups that may be organized on a permanent or ad hoc basis for small ensemble requirements. Piano students may substitute accompanying for the small ensemble requirement.

C.

*These courses are required in the major if not completed as a part of the General Education Component.

**Fulfills computer literacy requirement.

***All or portions of the requirement for Class Piano may be satisfied through independent examination.

Option J: Performance

1. Instrumental Emphasis:

- Applied Brass [114, 214, 314, 414, four hours at each level] or
- Applied Percussion [115, 215, 315, 415, four hours at each level] or
- Applied Strings [116, 216, 316, 416, four hours at each level] or
- Applied Woodwinds [117, 217, 317, 417, four hours at each level] or
- Applied Harp [124, 224, 324, 424, four hours at each level] 16
- Form and Analysis (363) 3

Deleted: Music Business students are required to take five credit hours of ensembles plus practicum hours.

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Deleted: Option I: Music Business

Survey of the Music Industry (ENT 225)	3
Songwriting and Analysis (ENT 300) or	
Recording Techniques (ENT 425)	3
Music Publishing (ENT 325)	3
Record Company Operations (ENT 329)	3
Survey of Audio Recording (ENT 335)	3

Deleted: Production (ENT 426) or Music Technology and Midi (ENT 430) 3

Deleted: Course . Credit

History of Popular Music (ENT 435)	3
*Music Practicum (MU 495)	3
Class and/or Applied Music	7
Music Electives (300-400 level)	4
University Band (105, 205, 305, 405) or	
University Chorale	
(107, 207, 307, 407) or Collegiate Singers	
(110, 210, 310, 410)	5
—	40
Prescribed Supporting Courses:	
Accounting Concepts I (AC 291)	3
The Legal Environment of Business (BL 240)	3
Business Applications of Microcomputer	
Software (CIS 125)	3
**Principles of Macroeconomics (EC 251)	3
Entertainment Industry Law (ENT 470)	3
Principles of Management (MG 330)	3
International Business (MG 491)	3
Principles of Marketing (MK 360)	3
—	1

Section Break (Continuous)

or

Prescribed Supporting Courses: (3-6 hours) CIS 125

ENT 470 (not required for Journalism minors)

AND

Select one of five minors in the Department of Communications: Digital Media Producti . . . [1]

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Course	Credit
History of Popular Music (ENT 435)	3
*Music Practicum (MU 495)	3
Class and/or Applied Music	7
Music Electives (300-400 level)	4
University Band (105, 205, 305, 405) or University Chorale (107, 207, 307, 407) or Collegiate Singers (110, 210, 310, 410) ...	5
	<u>40</u>
Prescribed Supporting Courses:	
Accounting Concepts I (AC 291)	3
The Legal Environment of Business (BL 240)	3
Business Applications of Microcomputer Software (CIS 125)	3
**Principles of Macroeconomics (EC 251)	3
Entertainment Industry Law (ENT 470)	3
Principles of Management (MG 330)	3
International Business (MG 491)	3
Principles of Marketing (MK 360)	<u>3</u>

or Section Break (Continuous)

Prescribed Supporting Courses: (3-6 hours)

CIS 125

ENT 470 (not required for Journalism minors)

AND

Select one of five minors in the Department of Communications:

Digital Media Production (18 hours)

Journalism (18 hours)

Public Communication (18 hours)

Screenwriting (18 hours)

Theatre (18 hours)

Section Break (Next Page)

Music and Theatre

128

Instrumental Literature and Pedagogy (392)	2
Music Electives (300-400 level)	8
Junior Recital (319)	1
Senior Recital (419)	2
University Band (105, 205, 305, 405) or Shoals Symphony at UNA (109, 209, 309, 409) with at least two hours at the 300-400 level)	6

Deleted: *Students electing Option I (Music Business) must have completed all other Music Business area courses and at least 100 semester hours toward the BAM/BSM degree (Music Business option), and have departmental approval, before participating in a Music Business practicum/internship experience.¶¶

**These courses are required in the major if not completed as a part of the General Education¶¶
Component.¶¶

Course	Credit
Small Ensemble	3
Class Piano III, IV (231, 232)	2
Introduction to Music Technology (372)	3
Instrumental Conducting (383)	2
	<u>48</u>
Prescribed Supporting Courses: (For Emphasis 1, 2 or 3)	
Business Applications of Microcomputer Software (CIS 125)	3
Entertainment Industry Law (ENT 470)	3
Principles of Management (MG 330) or Principles of Marketing (MK 360)	3
	<u>9</u>

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2. Piano Emphasis:

Applied Piano [112, 212, 312, 412, four hours at each level]	16
Form and Analysis (363)	3
Piano Literature and Materials (445)	3
Piano Pedagogy (446)	3
Class Accompanying (135)	1
Music Electives (300-400 level)	5
Junior Recital (319)	1
Senior Recital (419)	2
University Band (105, 205, 305, 405) or University Chorale (107, 207, 307, 407) or Shoals Symphony at UNA (109, 209, 309, 409) or Collegiate Singers (110, 210, 310, 410) with at least two hours at 300-400 level	6
Small Ensemble	2
Introduction to Music Technology (372)	3
Instrumental Conducting (383) or Choral Conducting (384)	2
	<u>47</u>
Prescribed Supporting Courses: (For Emphasis 1, 2 or 3)	
Business Applications of Microcomputer Software (CIS 125)	3
Entertainment Industry Law (ENT 470)	3
Principles of Management (MG 330) or Principles of Marketing (MK 360)	3
	<u>9</u>

3. Vocal Emphasis:

Opera/Musical Theater [108, 208, 308, 408, one hour at each level]	4
Applied Voice [111, 211, 311, 411, four hours at each level]	16
Vocal Diction I and II (195, 196)	4
Form and Analysis (363)	3
Vocal Pedagogy and Vocal Literature (397, 398)	4
Music Electives (300-400 level)	2
Junior Recital (319)	1
Senior Recital (419)	2
University Chorale (107, 207, 307, 407) or Collegiate Singers (110, 210, 310, 410) with at least two hours at the 300-400 level	6

Course	Credit
Small Ensemble	2
Class Piano III, IV (231, 232)	2
Introduction to Music Technology (372)	3
Choral Conducting (384)	2
	<u>51</u>
Prescribed Supporting Courses: (For Emphasis 1, 2 or 3)	
Stage Make-Up (TH 110)	1
Acting I (TH 220)	3
Movement for the Stage (TH 320)	3
	<u>7</u>

Option JI: Vocal/Choral Music

Vocal Diction I (195)	2
Vocal Diction II (196)	2
Form and Analysis (363)	3
Elementary School Music Methods (381)	3
Choral Techniques (394)	2
Secondary School Music Methods (444)	3
Applied Voice (111, 211, 311, 411) or Applied Piano (112, 212, 312, 412) (with at least 3 hours at the 300 level)	12
Class Voice (121) or Applied Voice (111)	1
Class Brass (141)	1
Class Percussion (151)	1
Class Strings (161)	1
Class Woodwinds (171)	1
Collegiate Singers (110, 210, 310, 410) or University Chorale (107, 207, 307, 407) with at least one hour at the 300-400 level	5
Small Ensemble	2
Senior Recital (419)	1
Class Piano III, IV (231, 232)	2
Introduction to Music Technology (372)	3
Choral Conducting (384)	2
	<u>47</u>

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Option JII: Instrumental Music

Form and Analysis (363)	3
Elementary School Music Methods (381)	3
Instrumental Techniques (393)	2
Secondary School Music Methods (444)	3
Applied Music: Major Instrument (112, 212, 312, 412) or (114, 214, 314, 414) or (115, 215, 315, 415) or (116, 216, 316, 416) or (117, 217, 317, 417) with at least 3 hours at the 300 level	12
University Band (105, 205, 305, 405) or Shoals Symphony at UNA (109, 209, 309, 409) with at least 1 hour at the 300-400 level	5
Class Voice (121) or Applied Voice (111)	1
Class Brass (141)	1
Class Percussion (151)	1

Deleted: IV

Course	Credit
Class Strings (161)	1
Class Woodwinds (171)	1
Class Piano III, IV (231, 232)	2
Introduction to Music Technology (372)	3
Instrumental Conducting (383)	2
Senior Recital (419)	1
Small Ensemble	2

43

D. A minor is not required.

E. General Elective hours to bring total to 128.

Deleted: for Options I, II, III, or IV

REQUIREMENTS FOR A MINOR IN MUSIC

Course	Credit
Ensembles	3
Music Theory I, II (101, 102)	6
Sight Singing/Ear Training I, II (190, 191)	2
History of Music (345, 346VV)	6
Applied Music	4
Music Electives (300-400 level)	2
Performance Attendance (011) 2 semesters	0
— Total	23

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences

Department Name: Biology

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐

If yes, for whom: Dr. Donald Roush

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

The Department of Biology proposes the addition of a new course to its curriculum, BI 299H, Honors Science Symposium, 1 hour credit. Course description: A cultural, historical, and technical exploration of natural science by surveying a selection of discoveries and their past, present, and future impacts. BI 299H is open to Honors Program students having more than 48 hours credit or by permission of the instructor. (Spring)

BI 299H addresses the University's goals of offering high quality programs and building and maintaining a student-centered University. It will increase the offerings in natural science to the Honors Program curriculum. Offering this course may require payment of an overload stipend of \$600.00.

Proposed Banner Course Title (30 character maximum): Honors Science Symposium

The proposed change(s) will be effective beginning: Spring semester, 2014

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: Dr. Vince Brewton, Director of the Honors Program, has been consulted about the need for this course.

August 27, 2013
Date Approved by Department Curriculum Committee

Paul D. Little
Chair's Signature

September 24, 2013
Date Approved by College Curriculum Committee**

Kam Khan
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

BI 242. (4) **Human Anatomy and Physiology II.** A continuation of Biology 241, with emphasis on the digestive, circulatory, excretory, respiratory, and reproductive systems. This course may not be used to satisfy the requirements for a major or minor in biology. Three class periods; one 2-hour laboratory period per week. Prerequisite: BI 241. Course fee: \$50.00. (Fall, Spring, Summer)

BI 299H. (1) **Honors Science Symposium.** A cultural, historical, and technical exploration of natural science by surveying a selection of discoveries and their past, present, and future impacts. BI 299H is open to Honors Program students having more than 48 hours credit or by permission of the instructor. (Spring)

BI 305. (4) **Cell Biology.** Molecular biology of eukaryotic cells, with emphasis on origins, ultrastructure, energetics, growth and division, and mechanisms of heredity. Three class periods; one 3-hour laboratory period per week. Prerequisites: BI 112; CH 111; CH 311/311L is recommended. Course fee: \$50.00. (Fall, Spring)

BI 306. (4) **Genetics.** The basic principles of heredity and their significance in the development and function of organisms. Three class periods; one 3-hour laboratory period per week, plus additional assignments. Prerequisites: BI 112; CH 111; CH 311/311L is recommended. Course fee: \$50.00. (Fall, Spring; Summer, odd-numbered years)

BI 307. (4) **Microbiology.** Fundamentals of microbiology including a study of the history of microbiology, cell structure and chemical composition, physiology and growth, clinical significance, taxonomy, genetics, and ecology of microorganisms and their effects on humans and their environment. Emphasis will be placed on the bacteria, but viruses, fungi, protists, and protozoans will also be discussed. Three class periods; one 2-hour laboratory period per week. Prerequisites: BI 111 or 241; CH 101 or 111; CH 311/311L is recommended. Course fee: \$50.00. (Fall, Spring, Summer)

BI 310. (4) **Comparative Vertebrate Morphology.** Anatomy of selected vertebrates with emphasis on the functional aspects of homologous structures. Two class periods; two 2-hour laboratory periods per week. Prerequisite: BI 112. Course fee: \$50.00. (Fall, odd-numbered years)

BI 311. (4) **Animal Physiology.** The basic physiological processes of animals. Three class periods; one 3-hour laboratory period per week. Prerequisites: BI 112; CH 112, 112L; BI 310 is recommended. Course fee: \$50.00. (Spring)

BI 312. (3) **Evolution.** Principles of evolution, including natural selection, speciation, adaptation, and phylogeny. Three class periods per week. Prerequisite: BI 306. (Fall, Spring)

BI 340. (4) **Invertebrate Zoology.** The morphology, phylogeny, ecology, and adaptive diversity of invertebrates. Two class periods; two 2-hour laboratory periods per week. Prerequisite: BI 112. Course fee: \$50.00. (Fall)

BI 341. (4) **Natural History of the Vertebrates.** A survey of chordates, with emphasis on their phylogeny, classification, general characteristics, life histories, behavior, and distribution. Laboratory will include field work, collection, and identification of local vertebrates. Three class periods; one 3-hour laboratory period per week. Prerequisite: BI 112. Course fee: \$50.00. (Spring)

BI 362. (4) **Non-Vascular Plants.** A survey of algae, fungi, and bryophytes, with emphasis on reproduction, morphology, taxonomy, and evolution. Three class periods; one 3-hour laboratory period per week. Prerequisite: BI 112. Course fee: \$50.00. (Spring)

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Tentative Schedule for
BI 299H Honors Science Symposium
Spring Semester 2014

I would feel more optimistic about a bright future for man if he spent less time proving that he can outwit Nature and more time tasting her sweetness and respecting her seniority. – E. B. White

We live in a society exquisitely dependent on science and technology, in which hardly anyone knows anything about science and technology. – Carl Sagan

Science never solves a problem without creating ten more. – George Bernard Shaw

Credit: 1 hour

Instructor: Dr. Donald Roush

E-mail: dhroush@una.edu

Office Hours: Posted on office door

Office: FSB 210

Phone: 256.765.4435

Texts: Twelve Diseases That Changed Our World; The Microbial Challenge: Science, Disease and Public Health

Course Description: In Honors Science Symposium BI 299H, we will be covering the role of diseases and microorganisms in the past, the present and possible role in the future. We will also examine the role of microorganisms as a positive force during these same time periods. To examine their importance, we will be reading and discussing Twelve Diseases That Changed Our World. The diseases and organisms to be covered include: Irish potato blight, cholera, smallpox, plague, syphilis, tuberculosis, malaria, yellow fever, influenza, and AIDS. Coverage of these conditions will be further discussed with readings from The Microbial Challenge. Included in these discussions will be the importance of microorganism in a positive role. We will touch on the role of microorganisms as potential biological weapons and the challenges microorganism pose in public health. The positive aspects of microorganisms will also be explored.

Grading Scheme: Final grades for this course will be determined by points earned during the semester. Points will be generated from essays students will submit on the topics to be covered and oral presentations made by the students in class. Students generating 90 - 100% will receive an A. Grades of B, C, and D will require 80 - 89%, 70 - 79% and 60 - 69% of the points available, respectively.

Class/Reading and Discussion Schedule (subject to change):

Class #	Reading Assignment	Class Topic
1 - 12	TD preface, chapters 1-11/MC Ch. 1	Course overview and diseases
13 - 16	MC Chs. 3, 13, and 15	Bioweapons, control and future

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences

Department Name: Biology

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input checked="" type="checkbox"/> Revised Major/ Option /Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

The Department of Biology proposes the following changes to the requirements for the Environmental Biology Option. This proposal was precipitated by changes made in prerequisite courses in the Department of Geography, a review of student course selection, and a review of job prospects for students in this option.

1. Drop the requirement of 8 hours of General Physics (PH 241/242). While these courses are valuable for all biology majors, the deletion of these hours will "make room" for additional hours in Earth Science or Geography that are considered to be even more valuable for Environmental Biology students.
2. Replace the choice of a block of three courses from Industrial Hygiene with a choice of five courses from Earth Science. Neither the Environmental Biology advisor nor the biology chair can recall the selection (in recent memory) of the Industrial Hygiene block by Environmental Biology students. The Industrial Hygiene block in the current Environmental Biology Option requires 9-10 hours. These will be replaced with ES 245 (4) (Mineralogy), ES 330 (3) (Meteorology), ES 375 (3) (Technology and the Environment), ES 431 (3) (Structural Geology), and ES 431L (1) (Structural Geology Laboratory). This block would increase by 4 hours (to 14 hours) (made feasible by the deletion of 8 hours in Physics), and would be similar to the proposed 16 hour block for the Certificate in Geographic Information Systems (see below). Environmental Biology students already take seven hours in Earth Science, and by choosing this block would increase their concentration in this area.
3. Expand the Geography block to require completion of the Certificate in Geographic Information Systems. The Geography block in the current Environmental Biology Option requires 10 hours, including GE 384 (Geographic Information Systems). A recent change in the prerequisites for GE 384 includes GE 325 (Cartography), which is not included in the current block of 10 hours. Without any changes on the part of the Department of Biology, this block would increase to 13 hours. The Certificate in GIS requires 16 hours, so its requirement would increase the number of hours required in the Geography block by 3 hours (made feasible by the deletion of 8 hours in Physics).
4. Continuing to offer two blocks from which to choose in the Environmental Biology Option will maintain flexibility in course selection and professional development for students.

Current Block of Courses in Industrial Hygiene:

Occupational Safety and Health (IH 301)	3
Choose two courses from IH 322, 333, 422, or 444	6-7
TOTAL	9-10

Proposed new block in Earth Science:

Mineralogy (ES 245)	4
Meteorology (ES 330)	3
Technology and the Environment (ES 375)	3
Structural Geology (ES 431)	3
Structural Geology Laboratory (ES 431L)	1
TOTAL	14

Current Block of Courses in Geography:

Maps and Map Interpretation (GE 225)	3
Use and Interpretation of Aerial Photographs (GE 323)	3
Geographic Information Systems (GE 384)	4
TOTAL	10

Newly added prerequisite for GE 384:

Cartography (GE 325)	3
----------------------	---

NEW TOTAL (without any action)	13
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Certificate in Geographic Information Systems:

Maps and Map Interpretation (GE 225)	3
Cartography (GE 325)	3
Geographic Information Systems (GE 384)	4
Applied Geospatial Analysis (GE 484)	3
Geography Capstone Project	3
TOTAL	16

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program:
Department of Geography, Department of Physics and Earth Science

September 10, 2013
Date Approved by Department Curriculum Committee

Paul D. Kittle
Chair's Signature

September 24, 2013
Date Approved by College Curriculum Committee**

Vern F. Hain
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

Course	Credit
Option II: General Biology	
Organismal Biology (Protistans, Fungi, Plants):	
One course from Biology 362, 363, 429, 460, 463	3-4
Organismal Biology (Protistans, Animals):	
Two courses from Biology 310, 311, 340, 341, 403, 408, 433, 451, 452, 471, 472.	6-8
Population Biology:	
Evolution (312)	3
One course from Biology 411, 412, 413, 421, 423	4
	16-19
Prescribed Supporting Courses:	
Business Applications of Microcomputer Software (CIS 125) or higher level computer science and computer information systems course.	3
*Mathematics 112 or 113 or 115 or 125	3-4
	3-7
Option III: Environmental Biology	
Organismal Biology (Protistans, Fungi, Plants):	
Plant Taxonomy (463)	3
Organismal Biology (Protistans, Animals):	
Animal Physiology (311)	4
Natural History of the Vertebrates (341)	4
Population Biology:	
Ecology (421)	4
Aquatic Ecology (423)	4
	19
Prescribed Supporting Courses:	
Organic Chemistry (CH 311, 311L)	5
Quantitative or Instrumental Analysis (CH 321, 321LW or 322, 322LW)	5
Environmental Regulations (CH 465)	3
Business Applications of Microcomputer Software (CIS 125) or higher level computer science and computer information systems course.	3
Earth Science/Physical Geology (ES 131)	4
Hydrogeology (ES 488)	3
*Mathematics (MA 112 or 113 or 115 or 125)	3-4
Applied Statistics (MA 345)	3
▼ Choose one block of courses from among either Geography or Earth Science:	
Certificate in Geographic Information Systems:	
Maps and Map Interpretation (GE 225)	3
Cartography (GE 325)	3
▼	
Geographic Information Systems (GE 384)	4
Applied Geospatial Analysis (GE 484)	3
Geography Capstone Project (GE 487)	3
OR	

*These courses are required in the major or minor if not completed as a part of the General Education Component.

Deleted: *General Physics (PH 241, 242) ..
..... 8

Deleted: Industrial Hygiene

Deleted: Use and Interpretation of Aerial Photographs (GE 323) 3

Deleted: 3

Course

Credit

Mineralogy (ES 245)	4
Meteorology (ES 330)	3
Technology and the Environment (ES 375)	3
Structural Geology (ES 431)	3
Structural Geology Laboratory (ES 431L)	1

39-43

Option IV: Cellular and Molecular Biology

Organismal Biology (Plants):	
One course from Biology 460, 463	3
Organismal Biology (Protistans, Animals):	
One course from Biology 311, 433, 471, 472	4
Population Biology:	
Evolution (312)	3
One course from Biology 411, 412, 413, 421, 423	4
Cellular/Molecular Biology:	
Molecular Biology (415)	4
Biochemistry (441)	3
Choose a minimum of 8 hours from the following:	
Applied Bacteriology (407)	4
Immunology (409)	3
Research/Internship (495)	1-4
Instrumental Analysis/Instrumental Analysis Laboratory (CH 322/CH 322L)	5
	29

Prescribed Supporting Courses:

Business Applications of Microcomputer Software (CIS 125) or higher level computer science and computer information systems course	3
*Mathematics (MA 112/121/122 or MA 112/113/125 or MA 115/125)	8-10
Applied Statistics (MA 345)	3
*General Physics (PH 241, 242) or Technical Physics (PH 251, 252)	8-10
Organic Chemistry (CH 311, 311L, 312, 312L)	10
	32-36

D. Minor:

A minor in chemistry is required for Option I:

*General Chemistry (CH 111, 111L, 112, 112L)	8
Chemistry Electives from among:	
Organic Chemistry (CH 311, 311L, 312, 312L)	
Quantitative Analysis (CH 321, 321LW)	
Instrumental Analysis (CH 322, 322LW)	
Applied Physical Chemistry (CH 341, 341L)	
Biochemistry (CH 441)	12-15
	20-23

A minor or second major in some field is required for Option II.

Deleted: Occupational Safety and
Health (IH 301)
..... 3

Deleted: Choose two courses from
IH 322, 333, 422, or 444
..... 6-7

Deleted: 27-48

*These courses are required in the major or minor if not completed as a part of the General Education Component.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences

Department Name: Biology

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|---|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input checked="" type="checkbox"/> Revised Course Number/Title/Credit/ <u>Prerequisite</u> | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

1. Add BI 200W (Biological Literature) as a prerequisite to BI 421 (Ecology). Students prepare multiple formal reports for the laboratory exercises in BI 421. Reports for BI 421 involve technical writing that includes hypothesis formation and statistical testing of the hypotheses, analysis of the data, graphic presentation of results, and a discussion with conclusions drawn from the data and analyses. BI 200W focuses on these topics and students that have previously taken BI 200W are more familiar with technical writing, find it easier to make the transition to the requirements of BI 421, and score better on laboratory reports.

2. Add BI 200W (Biological Literature) as a prerequisite to BI 423 (Aquatic Ecology). Students prepare multiple formal reports for the laboratory exercises in BI 423. Reports for BI 423 involve technical writing that includes hypothesis formation and statistical testing of the hypotheses, analysis of the data, graphic presentation of results, and a discussion with conclusions drawn from the data and analyses. BI 200W focuses on these topics and students that have previously taken BI 200W are more familiar with technical writing, find it easier to make the transition to the requirements of BI 423, and score better on laboratory reports.

Proposed Banner Course Title (30 character maximum):

The proposed change(s) will be effective beginning:

Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification:

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: _____

September 10, 2013
Date Approved by Department Curriculum Committee

Paul D. Little
Chair's Signature

September 24, 2013
Date Approved by College Curriculum Committee**

Van [Signature]
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

BI 363. (4) **Vascular Plants.** A survey of ferns, fern allies, gymnosperms, and flowering plants, with emphasis on reproduction, morphology, taxonomy, and evolution. Three class periods; one 2-hour laboratory period per week. Prerequisite: BI 112. Course fee: \$50.00. (Fall)

BI 407. (4) **Applied Bacteriology.** Principles and procedures used in the study of the microbiology of diseases, water, foods, air, soil, sewage, and industrial processes. The bacteria will be emphasized. Three class periods; one 2-hour laboratory period per week. Prerequisite: BI 307. Course fee: \$50.00. (Spring, odd-numbered years)

BI 409. (3) **Immunology.** The immune response, including the chemical nature of antigens and antibodies, the humoral and cellular response to antigens, and the cells of the immune system and their relationship to each other. Two class periods; one 2-hour laboratory period per week. Prerequisite: BI 307; CH 311/311L is recommended. Course fee: \$50.00. (Spring)

BI 415. (4) **Molecular Biology.** The molecular basis for gene structure, function and regulation of gene expression. Emphasis on understanding current molecular biology methods, performing laboratory techniques, and data interpretation. Two class periods; two 2-hour laboratory periods per week. Prerequisites: BI 305, BI 306, BI 307. Course fee: \$50.00. (Fall)

BI 421. (4) **Ecology.** Relationships between organisms and their environment, including the structure and function of populations, communities, and ecosystems. Three class periods; one 3-hour laboratory period per week. Extended laboratory periods, overnight, or weekend field trips may be required. Prerequisite: BI 112, BI 200W, and junior or senior standing recommended. Course fee: \$50.00. (Fall, Spring)

BI 423. (4) **Aquatic Ecology.** Freshwater habitats and their biotas. Qualitative and quantitative techniques for studying lakes, streams, and wetlands will be included. Three class periods; one 3-hour laboratory period per week. Extended laboratory periods, overnight, or weekend field trips may be required. Prerequisites: BI 112, BI 200W; CH 112, and junior or senior standing. Course fee: \$50.00. (Fall)

BI 433. (4) **Embryology.** Principles of the development of animals including the molecular and cellular basis for differentiation, with selected vertebrates used to illustrate the development of tissues, organs, organ systems, and body form. Two class periods; two 2-hour laboratory periods per week. Prerequisite: BI 112, and junior or senior standing. Course fee: \$50.00. (Offered on sufficient demand)

BI 441. (3) **Biochemistry.** Chemical interpretations of biological phenomena; compounds of biological significance as related to metabolism; carbohydrates, lipids, proteins, nucleic acids, and enzymes. Also listed as CH 441 but creditable only in field for which registered. Prerequisites: CH 312, 312L. (Fall)

BI 451. (3) **Ornithology.** Biology and classification of birds with emphasis on field identification of local species. Two class periods; one 3-hour laboratory period per week. Prerequisite: BI 112. Course fee: \$50.00. (Summer, even-numbered years)

Graduate Council
New Course and Course/Curriculum Change Proposal Form

Item(s) to be considered by the Graduate Council: (please check all spaces relevant to this proposed change)

- | | |
|---|--|
| <input type="checkbox"/> Proposed New Course(s)
(attach one-page syllabus) | <input type="checkbox"/> Cross Listing of Course |
| <input type="checkbox"/> Course Number/Title Change | <input type="checkbox"/> Inactivation of Course |
| <input checked="" type="checkbox"/> Change in Course Prerequisites | <input type="checkbox"/> Changes in Admission to Major |
| <input type="checkbox"/> Changes in Credit Hours | <input type="checkbox"/> *New Curriculum |
| <input type="checkbox"/> *Revisions in Curriculum of Existing
Major, Minor and Concentrations | <input type="checkbox"/> Non-Substantive/Editorial Change
(only complete this page for this category) |
| <input type="checkbox"/> Addition of/Increase in Course Fee | <input type="checkbox"/> Other (Please specify)
_____ |
| <input type="checkbox"/> *Type of Delivery (on campus, internet,
video tape, and/or interactive video) | _____ |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Brief Description and Rationale (based on assessment) for Proposed Change (proposals must be accompanied by a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

1. Add BI 200W (Biological Literature) or similar course as a prerequisite to BI 521 (Ecology). Students prepare multiple formal reports for the laboratory exercises. Reports for BI 521 involve technical writing that includes hypothesis formation and statistical testing of the hypotheses, analysis of the data, graphic presentation of results, and a discussion with conclusions drawn from the data and analyses. BI 200W focuses on these topics and students that have previously taken BI 200W are more familiar with technical writing, find it easier to make the transition to the requirements of BI 521, and score better on laboratory reports.
2. Add BI 200W (Biological Literature) or similar course as a prerequisite to BI 523 (Aquatic Ecology). Students prepare multiple formal reports for the laboratory exercises. Reports for BI 523 involve technical writing that includes hypothesis formation and statistical testing of the hypotheses, analysis of the data, graphic presentation of results, and a discussion with conclusions drawn from the data and analyses. BI 200W focuses on these topics and students that have previously taken BI 200W are more familiar with technical writing, find it easier to make the transition to the requirements of BI 523, and score better on laboratory reports.

The proposed change(s) will be effective beginning: Fall semester 2014 year

List the departments or programs on campus consulted on the issues of duplication and overlap (see item #2 below) and attach a copy of all relevant correspondence.

September 10, 2013
Date Approved by Department Curriculum Committee

September 24, 2013
Date Approved by College Curriculum Committee

Paul D. Kittle
Chair's Signature

V. K. Hearn
Academic Dean's Signature

Biology

- BI 521. **Ecology.** 4 semester hours.
Relationships between organisms and their environment, including the structure and function of populations, communities, and ecosystems. A research project and/or paper will be required. Course fee: \$50.00. Prerequisite: BI 200W or similar course.
- BI 523. **Aquatic Ecology.** 4 semester hours.
Freshwater habitats and their biotas. Qualitative and quantitative techniques for studying lakes, streams, and wetlands will be included. A research project and/or paper will be required. Course fee: \$50.00. Prerequisite: BI 200W or similar course.
- BI 533. **Embryology.** 4 semester hours.
The development of animals including the molecular and cellular basis for differentiation, with selected vertebrates used to illustrate the development of tissues, organs, organ systems, and body form. A research project and/or paper will be required. Course fee: \$50.00.
- BI 541. **Biochemistry.** 3 semester hours.
Chemical interpretations of biological phenomena; compounds of biological significance as related to metabolism; carbohydrates, lipids, proteins, nucleic acids, and enzymes. A research project and/or paper will be required.
- BI 551. **Ornithology.** 3 semester hours.
Biology and classification of birds with emphasis on field identification of local species. A research project and/or paper will be required. Course fee: \$50.00.
- BI 552. **Entomology.** 3 semester hours.
Morphology, physiology, and taxonomy of insects, including collection, preservation, and identification of those occurring in the local area. A research project and/or paper will be required. Course fee: \$50.00.
- BI 560. **Plant Physiology.** 3 semester hours.
Physiological processes in plants and their relationship to structure and environment with emphasis on vascular plants. A research project and/or paper will be required. Course fee: \$50.00.
- BI 571. **Parasitology.** 4 semester hours.
Morphology, taxonomy, life history, and ecology of parasites of humans and other animals. A research project and/or paper will be required. Course fee: \$50.00.
- BI 572. **Histology.** 4 semester hours.
Animal tissues and microscopic structure of the various organs of higher vertebrates. A research project and/or paper will be required. Course fee: \$50.00.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences

Department Name: Art

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)–attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input checked="" type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

To support the University's development of interdisciplinary minors relevant to the field of Human Computer Interaction/User Experience (HCI/UX), the Art Department proposes a minor in HCI Design. HCI/UX is an industry driven, rapidly growing discipline that demands interdisciplinary and collaborative abilities. The minor in HCI Design facilitates and enhances art students' future success by offering them an opportunity to expand their knowledge in Computer Information Systems and Psychology. This minor also offers creativity inclined students from other majors an opportunity to develop their visual and perceptual acuity that support their specialized studies. The minor in HCI Design offers UNA students a competitive advantage in the marketplace.

The minor curriculum includes courses offered in the Departments of Art, Psychology, and Computer Information Systems. In addition, a new course for this minor, CIS289 Introduction to Human Computer Interaction-User Experience, has been developed by the Computer Information Systems Department.

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: Spring semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: Computer Information Systems, Psychology, English, Communication, Geography.

September 16, 2013
Date Approved by Department Curriculum Committee

September 24, 2013
Date Approved by College Curriculum Committee**

Chris B. Smith
Chair's Signature

Vern K. Han
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

**COURSE SYLLABUS
COLLEGE OF BUSINESS
SPRING SEMESTER 2014
CIS 289
INTRODUCTION TO
HUMAN COMPUTER INTERACTION / USER EXPERIENCE**



COURSE DESCRIPTION: An interdisciplinary course which explores the foundations of HCI/UX including applied design, diverse forms of communication, cognitive processes, and software development in the context of how people interact with computing systems for real world application. Specifically, the course provides an introduction to HCI/UX dimensions of design, development, and user research. Experts from relevant academic disciplines and industry provide an interactive and career-oriented environment. Permission required.

CREDIT HOURS: 3
PREREQUISITES: Permission required.
COURSE DELIVERY METHOD: Traditional and Angel
COURSE OBJECTIVES (DRAFT):

The student will be able to:

1. Effectively evaluate an existing interface.
2. Use best practices to design an effective interface.
3. Implement a well-designed interface.

TOPICS COVERED:

1. Usability of Interactive Systems
2. Guidelines, Principles, and Theories
3. Managing Design Processes
4. Evaluating Interface Designs
5. Direct Manipulation and Virtual Environments
6. Menu Selection, Form Fill-In, and Dialog Boxes
7. Command and Natural Languages
8. Interaction Devices
9. Collaboration and Social Media Participation
10. Quality of Service
11. Balancing Function and Fashion
12. User Documentation and Online Help
13. Information Search
14. Information Visualization

COURSE EVALUATION PROCESS

Exam I	15%
Exam II	15%
Exam III	15%
Exam IV	15%
Quiz Average	10%
Projects	30%

REQUIRED TEXTBOOK, SOFTWARE AND SUPPLIES:

Shneiderman, B., Plaisant, C., Cohen, M., & Jacobs, S. (2010). Designing the User Interface: Strategies for Effective Human-Computer Interaction, 5th Edition. Prentice Hall. ISBN10: 0321537351; ISBN13: 978-0321537355.

REQUIREMENTS FOR A MINOR IN ART

Course	Credit
Drawing I (221)	3
Design I (231)	3
Studio Electives (including nine hours of 300-400 level)	12
Total	18

REQUIREMENTS FOR A MINOR IN ART FOR INTERIOR DESIGN

Course	Credit
Drawing I (221)	3
Design I (231)	3
Design II (232)	3
Studio Electives (300-400 level)	6
Art History (from 480, 481, 482, 483)	3
Total	18

REQUIREMENTS FOR A MINOR IN ART HISTORY

Course	Credit
Art History Survey I (281)	3
Art History Survey II (282)	3
Art History Survey III (283)	3
American Art (483)	3
Art History Electives from 480, 481, 482, 484, 485, 486	6
Total	18

REQUIREMENTS FOR A MINOR IN PHOTOGRAPHY

Course	Credit
Photography I (200)	3
Design I (231)	3
Photography II (300)	3
Documentary Landscape in Photography (403)	3
Narrative Photography (404)	3
History of Photography (484)	3
Total	18

REQUIREMENTS FOR A MINOR IN HCI/UX DESIGN

Course	Credit
Information Systems in Organizations (CIS 236)	3
Introduction to Human Computer Interaction-User Experience (CIS 289)	3
Cognitive Psychology (PY 385)	3
Advanced Digital Media-Web (AR 462)	3
Advanced Digital Media-Multimedia (AR 463)	3
Advanced Digital Media-Senior Project (AR 465)	3
Total	18

Agenda Item 6

To: UNA Deans and Department Chairs

From: Core Competencies Committee

Dennis Balch (Chair), Lisa Blankinship, Chiong-Yiao Chen, Craig Christy, Vagn Hansen, Andrew Luna, Lisa Keys-Mathews, Chris Maynard, Melissa Medlin, Greg Pitts, Lee Renfroe, Kathleen Richards, Beth Sewell, Janelle Sorrell, Jessica Stovall

Date: 9/13/2013

Re: Review of Revised Core Competencies Statement

The Core Competencies Committee began in late Spring 2013 to propose revisions to the description of Core Competencies for the UNA undergraduate program. Foremost in our thinking is the need to ensure alignment with the QEP and key elements of the UNA Strategic Plan, especially the commitment to cultivating global awareness.

We request your comment on the draft language for the new core competencies statement. Your reply by September 23 will help us conclude our task in a timely way.

If it is useful for someone from the committee to meet with your College's reviewers to discuss this draft, you may contact either Dennis Balch (committee chair) or your College representative on the committee. Your feedback will be addressed and a full report written before we proceed to wider review.

For ease of review, we provide the current statement of core competencies along with the proposed revised statement.

Current Core Competencies Statement in 2013-2014 Catalog

1. **Effective Communication:** the ability to communicate orally and/or in writing in a variety of contexts.
2. **Critical Thinking:** the ability to state, understand, and evaluate arguments and evidence.
3. **Use of Existing and new Technologies:** the ability to use information technologies.
4. **Analysis and Reasoning:** the ability to understand and evaluate complex data, information, or arguments.
5. **Seeking Out and Acquiring Knowledge:** the ability to understand and employ various methodologies for the purpose of seeking out and acquiring knowledge.

Draft Language for New Core Competencies Statement

1. **Information Literacy:** the ability to identify, access, evaluate, and integrate information from diverse sources for meaningful application.
2. **Critical Thinking:** the ability to analyze and interpret verbal, scientific, and quantitative information.
3. **Effective Communication:** the ability to write and speak professionally and to comprehend complex material.
4. **Aesthetic Awareness and Creativity:** the ability to understand the role of the arts throughout history and to engage in activities that engender creative solutions.
5. **Cross-cultural and Global Perspective:** the ability to understand characteristics and interactions of cultures throughout the world and within the United States.
6. **Informed Citizenship:** the ability to understand how historical, economic, political, social, geographic, and scientific constructs develop, persist, and change.

Tubbs, Deborah K.

From: Vandiver, Renee' P.
Sent: Monday, September 23, 2013 9:27 AM
To: Davis, Melvin D.; Calhoun, Thomas J.; Bailey, Birdie I.; Carnes, Gregory A.; Lefort, Donna P.; Hansen, Vagn K.
Cc: Oakley, Kimberly W.; Coates, Lynda P.; Thornell, John G.; Williams, Cheryl L.; Tubbs, Deborah K.; McGuire, Phyllis A.; Phillips, Betty H.
Subject: Electronic Promotion Portfolios

Based on a question raised about the electronic promotion portfolio deadline of October 10, Dr. Thornell has made the following ruling:

In the case of the electronic portfolio submission, promotion candidates can be given until midnight on October 10 for submission to the department chair with a copy to promotions@una.edu. For the additional supporting materials, that deadline will be 4:30 p.m. on October 10 in the department chair's office.

Renee' P. Vandiver
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