

**Minutes for the Subcommittee on Curriculum Meeting  
Thursday 7 December 2006  
3:30 PM Room 251 University Center**

**Members Present:** Sara Brackin, Stephen Bukowy, Susan Edkins, Fran Fuller, Deborah Groves, Jon Lewis, Leszek Piatkiewicz, June Power, Susan Whitt

**Members Absent:** Tony Curtis, Swanee Dickson, Bill Gash, SGA Representatives

**Guests:** Kathleen Hilton, David Pitner, Jane Huffman, Maria Pereira

1. The Meeting was called to order at 3:35 pm.
2. The Minutes of 2 November 2006 were approved
3. The Agenda was approved after the following corrections and clarifications were made:
  - 3.1 Item 5.8 the Prerequisite should read BTEC 322 Biotechnology II not BIO 318 Principles of Genetics
  - 3.2 Item 5.9 In general, the Number of hours for lecture and lab is to be deleted but keep the course makeup (e.g., lecture, lecture and lab, etc)
    - 3.2a BIO 304 should be Principles not Principle;
    - 3.2b BTEC 3232 should be BTEC 323
  - 3.3 Item 6.7 Prerequisites should read PCN 500 or SCN 505 not SCN 500
  - 3.4 Item 6.11 Should read licensed not practicing school counselor
  - 3.5 Item 6.12 Should note that it was also approved by Teacher Education.
4. The Minor Proposal from Department of English, Theatre, and Languages was approved 9-0-0
  - 4.1 Modify the description of ENG 354 Modern Drama by changing the “As Announced” to “Spring of Odd Years.” Approved by the Department 29-0-0.
5. The following Proposals from the Biology Department were approved 9-0-0
  - 5.1 Change the Prefix of BIO 322 Biotechnology I to BTEC as better fitting the Biotech major. Approved by the Department 16-0-0.
  - 5.2 Change the Prefix of BIO 323 Biotechnology II to BTEC as better fitting the Biotech major. Approved by the Department 16-0-0.
  - 5.3 Change the Prefix of BIO 490 Internship/Co-op to BTEC as better fitting the Biotech major. Approved by the Department 16-0-0.
  - 5.4 Change the course Number of BIO 472 Principles of Genetics to 318. Course will become a prerequisite for other courses. Approved by the Department 16-0-0.
  - 5.5 Change the course description of BIO 381 Immunology by adding the prerequisite BIO 318 Principles of Genetics. Approved by the Department 16-0-0.
  - 5.6 Change the course description of BIO 351 Research Strategies by adding the prerequisite BIO 318 Principles of Genetics. Approved by the Department 16-0-0.
  - 5.7 Change the course description of BTEC 322 Biotechnology I by adding the prerequisite BIO 318 Principles of Genetics. Approved by the Department 16-0-0.
  - 5.8 Change the course description of BTEC 323 Biotechnology II by adding the prerequisite BTEC 322 Biotechnology I. Approved by the Department 16-0-0.

**5.9 Change the course Description for the following courses by deleting the terms offered and the number of lecture and lab hours listed for each course, but denoting the course makeup (e.g., lecture, lecture and lab, etc)**

**BIO 100 Principles of Biology**

**BIO 100L Laboratory Investigations and Experiences in General Biology**

**BIO 101 General Botany**

**BIO 102 General Zoology**

**BIO 103 Basic Human Biology**

**BIO 203 Vertebrate Zoology**

**BIO 205 Animal Behavior**

**BIO 211, 212 Human Anatomy and Physiology**

**BIO 220 Field Botany**

**BIO 230 Field Zoology**

**BIO 231 Morphology of the Non-Vascular Plants**

**BIO 232 Morphology of the Vascular Plants**

**BIO 240 Field Microbiology**

**BIO 301 Entomology**

**BIO 304 Principles of Ecology**

**BIO 305 Introductory Mycology**

**BIO 310 Invertebrate Zoology**

**BIO 315 Microbiology**

**BIO 318 Principles of Genetics**

**BIO 319 Animal Parasitology**

**BIO 320 Developmental Biology**

**BTEC 322 Biotechnology I**

**BTEC 3232 Biotechnology II**

**BIO 340 Plant Systematics**

**BIO 351 Research Strategies**

**BIO 354 Plant Physiology**

**BIO 370 Science Communication and Research Methods**

**BIO 371 Cell Biology**

**BIO 381 Immunology**

**BIO 410 Marine Biology**

**BIO 414 Biogeography**

**BIO 422 Evolution**

**BIO 431 Biometrics**

**BIO 432 Conservation Biology**

**BIO 461 Animal Physiology**

**BIO 490 Internship/Co-op**

**BIO 494 Biology Seminar**

**BIO 499 Research in Biology**

**BIOS 3xx Special Topics in Biology**

**ENV 210 Environmental Science**

**ENV 220 Field Botany**

**ENV 230 Field Zoology**

**ENV 240 Field Microbiology**

**ENV 310 Freshwater Ecosystems and Watershed Management**

**ENV 320 Soils and Hydrology**

**ENV 410 Environmental Laws and Regulations**

**ENV 490 Internship**

**Approved by the Department 16-0-0.**

The following Proposals by the Biology Department were approved 5-4-0.

- 5.10 Change the course description for BIO 211 to read as follows: “A course covering the structure and function of certain organ systems of the human body. This is the first of a two-semester sequence in human anatomy and physiology. Topics to be covered include: an introduction to anatomy and physiology, the language of anatomy, homeostasis, histology and the integumentary, skeletal, muscular and nervous systems. 4 semester credit hours. Prerequisite BIO 100.” Approved by the Department 16-0-0.
- 5.11 Change the course description of BIO 212 to read as follows: “A course covering the structure and function of certain organs of the human body. The second in a two-semester sequence of courses in human anatomy and physiology. Systems covered include the circulatory, immune, lymphatic, respiratory, digestive, excretory, and reproductive systems. 4 semester credit hours. Prerequisite BIO 100.” Approved by the Department 16-0-0.

6. The following Proposals from the School of Education were approved 9-0-0

- 6.1 Create a new 3 credit hour Graduate course SCN 500 The Professional School Counselor Prerequisites—None. Course Description-- This course is a foundational course to prepare school counselors as leaders who strengthen elementary, middle and secondary education and also serve as effective change agents in a multicultural environment. The content of the course includes an overview of the functional skills necessary for the delivery of a school counseling program and the principles underlying the work of the school counselor. Emphasis is placed upon the role of the counselor as an advocate for student success in school and life. Professional skills are introduced in six arenas - advocacy, consultation, collaboration, counseling, effective use of data, and leadership. Technology will be integrated throughout the course. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.
- 6.2 Create a new 3 credit hour Graduate course SCN 505 The Helping Relationships. Prerequisites—None. Course Description-- The course provides an overview of basic, helping/ interviewing skill building through practice and feedback to develop personal strengths in counseling. This course also provides students with an orientation to professional counseling organizations, the developmental history of the counseling profession, as well as ethical, legal and professional issues. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.
- 6.3 Create a new 3 credit hour Graduate course SCN 510 Group Processes in Schools. Prerequisites—None. Course Description-- The study and practice of basic group counseling theories and dynamics with emphasis on techniques and application, ethical responsibility and current trends with experiential opportunities provided. This course stresses development of effective group counseling leadership skills and knowledge of organizing, implementing, and evaluating small group counseling and group classroom activities in the schools. Also included are methods for designing and making presentations to faculty, parents and the community. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.
- 6.4 Create a new 3 credit hour Graduate course SCN 520 School Consultation. Prerequisites—None. Course Description-- The course introduces various concepts, models, and methods of school consultation. Emphasis will be placed on developing the skills needed to effectively work with parents, teachers, and other staff in a school setting. Students will use knowledge from the course to develop an applied project. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.

- 6.5 Create a new 3 credit hour Graduate course SCN 525 Counseling Children and Adolescents, P-12. Prerequisites—None. Course Description-- This course acquaints prospective counselors with descriptive, research-based knowledge that contributes to working with children and adolescents. It includes a practical application of developmental theory as well as the counseling process. Also covered are play media, working with parents, and working with special needs children. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.**
- 6.6 Create a new 3 credit hour Graduate course SCN 530 School Counselor as Leader and Advocate. Prerequisites—None. Course Description-- This course focuses on improving the practice of school counselors in the following roles: program development, use of assessments, advocacy for system change and use of data for system change. Special emphasis is placed on the development of skills in planning, organizing, coordinating, and delivering programs that generate systemic change through establishing collaboration within school and between schools and communities. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.**
- 6.7 Create a new 3 credit hour Graduate course SCN 541( Cross listed as PCN 541) Career Development Through the Lifespan. Prerequisites—PCN 500 or SCN 505, and PCN 515. Course Description-- A counseling-oriented course designed to enable the student to understand the psychosocial dynamics of career development choices through the lifespan. Students will learn the major theories of career decision-making processes and the relationship between career development and lifestyle choices. Students will demonstrate career counseling techniques with individuals and groups. Students will be provided an opportunity to participate in role plays, activities, and extensive research projects. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.**
- 6.8 Create a new 3 credit hour Graduate course SCN 550 Research and Program Evaluation. Prerequisites—None. Course Description-- This course is designed to provide counselors with the research knowledge and skills necessary to evaluate individual and group counseling interventions, as well as educational programs. An emphasis will be placed on the collection and use of quantitative and qualitative data to evaluate programs. Counselors in training will also learn how to communicate data and findings to others to effect change and to act as advocates for students/clients. Students must have access to Internet and the most current versions of SPSS and Microsoft Excel. Computer Labs on campus will provide access to these programs. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.**
- 6.9 Create a new 3 credit hour Graduate Course SCN 560 Assessment and the Effective Use of Data in Schools. Prerequisites—None. Course Description-- The course introduces measurement theory and the application of measurement, assessment, and evaluation principles for learning in educational environments. The purpose of this course is to help educational professionals to develop proficiency in the use of test scores as data to make decisions that relate to student achievement. Course participants will learn how to evaluate psychometric instruments and interpret various test scores. Additionally, students will learn how to use test data to gain equal opportunities for all students, how to use test data to identify and target areas for support when needed, and how to use test data to advocate and effect change within the school, school system, and community. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.**
- 6.10 Create a new 3 credit hour Graduate course SCN 600 School Counseling Practicum. Prerequisites—36 hours of coursework and Permission of Program Director. Course Description-- This course emphasizes supervision of individual and group counseling**

and guidance conducted in school settings. Special attention is paid to the development of skills and interventions. The foundation for the course is brief counseling approaches. A return to campus for weekly individual supervision is a requirement of the course. A minimum of 100 hours is required. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.

- 6.11 Create a new 3 credit hour Graduate course SCN 611 School Counseling Internships. Prerequisites—SCN 600. Course Description-- The internship is designed to provide advanced professional counseling experience for graduate students in school counseling. The professional school counseling intern participates in supervised counseling sessions and comprehensive program activities and services in an approved school setting. A minimum of 200 hours of work is required under the supervision of a practicing school counselor. Graded on a Pass/Fail basis. Approved by the Department 20-0-0 and by Teacher Ed and Graduate Councils.
- 6.12 Create a New Graduate Program M.A. Ed. Professional School Counseling. The Program will consist of the following 48 Graduate hours: PSY 545, PCN 565, SCN 505, PCN 515, SCN 510, SCN 541, SCN 560, SCN 550, SCN 500, SCN 530, SCN 520, SCN 525, SCN 600, SCN 611, and 6 hours of electives. Approved by the Department 20-0-0 and by Graduate Council and Teacher Education.

7. There was no old business
8. Under new business, Bukowy distributed to the members potential revised Program and Course Proposal forms and instructions and requested that the members submit to him comments and suggestions prior to the next meeting.
9. Announcements:
  - 9.1 Future Meeting Dates Feb 1, Mar 1, Apr 5.
10. The Meeting was adjourned at 4:43 pm

Respectfully Submitted,

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Stephen J. Bukowy, Chair

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Fran Fuller, Acting Secretary