

**MEMORANDUM**

**TO:** Debra Jackson, Institutional Effectiveness and Assessment  
Doris R. Helms, Vice President for Academic Affairs and Provost  
James F. Barker, President

**FROM:** Janice W. Murdoch, Chair, Undergraduate Curriculum Committee

**DATE:** April 25, 2013

**SUBJECT:** Administrative Approval of Curriculum Items

DEAN  
UNDERGRADUATE  
STUDIES

Clemson University  
E101 Martin Hall  
Box 345105  
Clemson, SC  
29634-5105

P 864-656-3942  
F 864-656-1363

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The Undergraduate Curriculum Committee met on April 5, 2013 to approve the attached curriculum/course changes received in the Office of the Provost, April 25, 2013. The purpose of this memorandum is to respectfully request that you review this information and concur by giving final approval.

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**APPROVED:** *Please note that the terminations of degree programs require Board of Trustees approval.*  
*Debra B Jackson* DATE *5/1/13*  
\_\_\_\_\_  
DR. DEBRA JACKSON, INSTITUTIONAL EFFECTIVENESS AND ASSESSMENT

*Doris R Helms* DATE *5/8/13*  
\_\_\_\_\_  
DR. DORIS HELMS, VICE PRESIDENT FOR ACADEMIC AFFAIRS & PROVOST

*James F. Barker* DATE *5/8/13*  
\_\_\_\_\_  
JAMES F. BARKER, PRESIDENT CLEMSON UNIVERSITY

/rft

C: File

Attachments

**AGENDA**  
**University Undergraduate Curriculum Committee Meeting**  
**Friday—April 5, 2013—1:30 PM**  
**E304 Martin Hall**

- I. Call to order**
- II. Introductions**
- III. Consideration of March meeting minutes**
- IV. New Business**
  - A. Proposal to Allow Approved Technical College Substitutions – Ted Whitwell/Barbara Speziale**
  - B. General Education**
  - C. Committee Reports**
    - a. Arts & Humanities – Bruce Whisler**
    - b. Mathematical & Natural Sciences – Bob Green**
    - c. Social Science – Laura Olson**
    - d. Cross Cultural Awareness – Mike Coggeshall**
    - e. Science & Technology in Society – Pam Mack**
    - f. Ethical Judgment – Dan Wueste**
    - g. Critical Thinking – Sarah Winslow**
    - h. Communication – Michael LeMahieu**
- V. Curricula/course approvals - attached**
- VI. Other business**
- VII. Adjourn**

University Undergraduate Curriculum Committee  
Minutes Meeting  
E304 Martin Hall  
March 1, 2013, 1:30 PM

**Members Present:** Jan Murdoch, chair; Eric Touya; Mike Coggeshall; Angela Morgan; Kendall Kirk for Bob Kosinski; Cheryl Ingram-Smith; Mary Beth Kurz; Cheryl Ingram-Smith; Brian Dominy; Bob Horton; Perry Austin; Jeffrey Appling; Julie Pennebaker; Cecelia Hamby; Shannon Clark; Pam Mack; Emily Rose Gray; and Rhonda Todd

**Guest:** Neil Burton; Julie Newman

Murdoch convened the meeting at 1:30 PM

**Approval of minutes**

The committee approved the February meeting minutes.

**New Business**

- A. Non-Credit to Credit Agreement** – Speziale stated that the Non-credit to Credit Agreement does not need to be voted on, but she wanted to inform the committee about the importance of developing a policy to deal with noncredit high school courses for college credit. She distributed copies of the agreement developed by Renee Roux. The non-credit to credit agreement is to address issues concerning the quality of courses taken at other institutions in hopes that we can offer college credit. These courses will be evaluated by a team within each college who will determine if college credit can be received. Ingram-Smith questioned if testing is not the best indicator that a student truly obtains the information given in a course. Speziale stated that the state is highly interested in colleges taking more high school course credit. Horton cautioned schools to go slowly when pushing dual enrollment in high school because students feel the pressure to get the college credit. Murdoch reported that other schools in the state are jumping on board with this and Speziale wants to get out in front and develop a plan for Clemson. Speziale encouraged members to contact her with ideas or information that may help in the process.
- B. Committee reports**
- a. Arts & Humanities – Bruce Whisler  
The subcommittee recommended the approval of CU260 for Arts and Humanities Non-Literature. The committee approved.
  - b. Mathematical & Natural Sciences – Bob Green
  - c. Social Science – Laura Olson
  - d. Cross Cultural Awareness – Mike Coggeshall
  - e. Science & Technology in Society – Pam Mack
  - f. Ethical Judgment – Dan Wueste
  - g. Critical Thinking – Sarah Winslow
  - h. Communication – Michael LeMahieu
- C. Curriculum/course approval** – See attached.

### Other Business

Murdoch presented the Minor in Sustainability. She stated that this item will be tabled until next month, but she wanted to provide the committee an opportunity to provide feedback to Leidy Klotz about the minor. Applig questioned where this minor will be housed. Pennebaker stated that the minor cannot be tracked. Committee members discussed the fact that minors do not go to CHE and Board of Trustees, but certificates must be approved by both.

Murdoch continued discussion of General Education by reminding members to continue to think about revision. She distributed information about Liberal Education and America's Promise (LEAP). She stated that we do not have to reinvent General Education by ourselves, but we can stand on their shoulders to recreate the program. Kurz reported that one faculty member thought that students might like a suite of interrelated courses, or themed courses and series. Dominy stated that another faculty member felt strongly that courses should be broad and general. The committee discussed developing themed minors for General Education. Austin suggested making General Education a little more structured and getting something that would connect courses. Members discussed the pitfalls this would make for transfer students. Murdoch reminded the committee that the SACS review team said that Clemson's Academic and Professional Development requirement is discipline-based, and can therefore not be considered part of our General Education program. Committee members discussed. Hamby addressed issues with three or more degrees. She said you must have 30 or more hours for each degree. Members commented that with all the overlapping, were degrees that closely related really needed.

Murdoch announced that Perry Austin will be going to work for Teach for America in Charlotte, NC after graduation. She expressed what a pleasure it had been to work with him and appreciation for the work he has done for General Education.

Adjourned 3:05 PM

Minutes respectfully submitted by Rhonda Todd

**Agreement to Award Academic Credit for Coursework Taken on a Non-Credit Basis Between Clemson University through its \_\_\_\_\_ Department and \_\_\_\_\_ College**

**Parties:** The parties to this Agreement are Clemson University (hereinafter Clemson) and \_\_\_\_\_ (hereinafter \_\_\_\_\_).

**Institution Offering Noncredit Courses:** \_\_\_\_\_

**Clemson University Programs Accepting Course Credit:** \_\_\_\_\_

**Effective Date:** This Agreement goes into effect on \_\_\_\_\_ (Insert Month, Date & Year)

**Relevance to University Mission:** This agreement is in keeping with the mission of Clemson University in that.....

**Terms:**

This Agreement defines the terms agreed to by the parties regarding the transfer of courses offered on a noncredit basis at \_\_\_\_\_ to Clemson University for academic credit, as listed in the Appendix A.

It is agreed that those individuals who complete these courses at \_\_\_\_\_ and meet all of the criteria listed below will receive credit for these courses in the Clemson University \_\_\_\_\_ degree program. This acceptance of course equivalencies constitutes the \_\_\_\_\_ Program (hereinafter "Program").

- I. **Termination and/or Review Dates:** The term of this agreement is for \_\_\_\_\_ years and may be extended upon written agreement of all parties. Either party can terminate this agreement for any reason with a 6-month written notification to the other party. This Agreement will continue in effect until the term ends or it is terminated by either party. In the event of an early termination, the parties agree that they will honor any "Intent to Participate" forms signed by students prior to the notice of termination (Appendix B). No further "Intent to Participate" forms will be accepted after receipt of a notice of termination.
- II. **Criteria:** The criteria that shall be met by students participating in this Program are as follows:
  - A. The student must be enrolled at \_\_\_\_\_ on or after the effective date of this Agreement.
  - B. Only students that apply to Clemson University and are admitted as enrolled students will be eligible for the academic course credit by Clemson.
  - C. The courses covered by this Agreement are attached hereto as Appendix A and incorporated herein by this reference.

- D. A grade of "B", or better, is required in all courses taken at \_\_\_\_\_ from this Program that are to be applied toward the Clemson bachelor's degree.
- E. Each student at \_\_\_\_\_ who intends to participate in this program must sign the "Intent to Participate" form before completing any one of the noncredit courses offered for Clemson credit at \_\_\_\_\_. A copy of the "Intent to Participate" form is attached hereto as Appendix B and incorporated herein by this reference.
- F. Students will receive course credit based on equivalencies stated in this Agreement. Students receive only credit - no grade is transferred to the Clemson transcript.
- G. This Agreement does not constitute any guarantee that students completing these course(s) at \_\_\_\_\_ will be admitted to Clemson University.

### III. Responsibilities of Parties:

- A. Both \_\_\_\_\_ and Clemson University agree to the following responsibilities:
  - 1. Both parties may inform potential students about the program. Examples of possible informational activities may include, but are not limited to brochures or fliers, information sessions for students etc.
  - 2. Both parties will appoint an individual to be responsible for coordinating the implementation of the Program.
  - 3. Courses covered by this agreement (Appendix A) may be added or subtracted through an addendum signed by all parties. Clemson may subtract any course from the list that it determines no longer meets equivalencies for its courses.
  - 4. Faculty at \_\_\_\_\_ will allow observation of instruction if requested by Clemson faculty.
- B. Clemson University through its \_\_\_\_\_ Department:
  - 1. Will accept all courses as outlined in Appendix A with a grade of "B" or better, for academic credit as part of the graduation requirements for the \_\_\_\_\_ Degree in the \_\_\_\_\_ Department unless a course has been removed because it no longer meets course equivalencies.
  - 2. Will conduct an annual review of all courses included on Appendix A to verify that course equivalencies are still valid.
- C. \_\_\_\_\_:
  - 3. Will provide evidence that the noncredit courses at \_\_\_\_\_ are equivalent to the Clemson courses, as described in Appendix A. The course equivalencies will be established and maintained as described below:
    - \_\_\_\_\_ will verify annually on or before June 1<sup>st</sup> that faculty teaching the courses at the noncredit institution,, have the

academic credentials required of faculty teaching the Clemson equivalent courses.

- \_\_\_\_\_ will provide Clemson with syllabi of the courses at the noncredit institution annually on or before June 1<sup>st</sup> so Clemson can verify they are aligned with the syllabi of the Clemson equivalent courses.
  - \_\_\_\_\_ will provide Clemson with a list of books and other teaching materials and facilities used in the courses at the noncredit institution annually on or before June 1<sup>st</sup> to verify they meet the equivalencies for the Clemson courses.
4. Understands and agrees that any new courses it wishes to add to Appendix A must first be approved by the Clemson University college curriculum committee.

IV. General Terms:

- A. This Agreement will be construed in accordance with the laws of the State of South Carolina. The venue for any legal dispute arising out of this Agreement will be a state or federal court within the state of South Carolina.

**Signatures:** The signatures of the authorized representatives identified below indicate agreement to the terms set forth herein.



\_\_\_\_\_  
President  
Clemson University

\_\_\_\_\_  
Senior official (title)  
\_\_\_\_\_  
(institution)



\_\_\_\_\_  
Provost and Vice President  
For Academic Affairs  
Clemson University

\_\_\_\_\_  
Department Chair or other on-site  
contact, title  
Point of Contact: Physical Address

\_\_\_\_\_  
Dean  
College of \_\_\_\_\_

\_\_\_\_\_  
Department Chair,  
Clemson University  
Point of Contact: Physical Address

\_\_\_\_\_  
DATE OF LAST SIGNATURE

Appendix A--SAMPLE

(Should include a list of required courses to be taken at the noncredit institution and Clemson course equivalencies -see example below; syllabi of both should be retained by the department.)

Clemson University Department of _____			
Noncredit Course	Criteria for Credit	Clemson University Course	Status
Architecture Design Studio I	Grade of B or above	ARCH 101 (3 credits) Introduction to Architecture	
Architecture Design Studio II	Grade of B or above	ARCH 151 (5 credits) Architecture Communications	



**Appendix B**

**Intention to Participate in the \_\_\_\_\_ Program Form  
(Enroll in Courses Taken on a Non-Credit Basis at \_\_\_\_\_  
for Clemson University Academic Credit)**

In signing this document the student, \_\_\_\_\_, who is enrolled at \_\_\_\_\_ (institution) and this student's parent or guardian, \_\_\_\_\_, indicate the intention of the student to participate in the \_\_\_\_\_ Program (hereinafter "Program") and understand the following requirements of the Program :

- a. The student must be enrolled at \_\_\_\_\_ on or after \_\_\_\_\_.
- b. Only students that apply to Clemson University and are admitted as enrolled students will be eligible for academic course credit.
- c.
- d. Student will enroll in \_\_\_\_\_ course(s) at \_\_\_\_\_ with the intent of receiving academic credit for the Clemson University course(s) \_\_\_\_\_ in the department of \_\_\_\_\_.
- e. A grade of "B", or better, is required in all courses from this Program that are to be applied toward the Clemson bachelor's degree.
- f. Students will receive course credit only - no grade is transferred to the Clemson transcript.
- g. Signing this form does not constitute any guarantee that students completing these course(s) at \_\_\_\_\_ will be admitted to Clemson University.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent or Guardian Signature

Date Signed \_\_\_\_\_

\_\_\_\_\_  
Department Chair or other on-site contact, title

Date Signed \_\_\_\_\_

## **Liberal Education and America's Promise (LEAP)**

### **Essential Learning Outcomes**

The LEAP campaign is organized around a robust set of "[Essential Learning Outcomes](#)" (pdf) -- all of which are best developed by a contemporary liberal education. Described in [College Learning for the New Global Century](#) (pdf), these essential learning outcomes and a set of "[Principles of Excellence](#)" (pdf) provide a new framework to guide students' cumulative progress through college.

Through its VALUE Initiative, AAC&U has developed a set of [rubrics](#) to assess many of the following learning outcomes. Beginning in school, and continuing at successively higher levels across their college studies, students should prepare for twenty-first-century challenges by gaining:

### **Knowledge of Human Cultures and the Physical and Natural World**

- Through study in the sciences and mathematics, social sciences, humanities, histories, languages, and the arts

*Focused* by engagement with big questions, both contemporary and enduring

### **Intellectual and Practical Skills, Including**

- Inquiry and analysis
- Critical and creative thinking
- Written and oral communication
- Quantitative literacy
- Information literacy
- Teamwork and problem solving

*Practiced extensively*, across the curriculum, in the context of progressively more challenging problems, projects, and standards for performance

### **Personal and Social Responsibility, Including**

- Civic knowledge and engagement—local and global
- Intercultural knowledge and competence
- Ethical reasoning and action
- Foundations and skills for lifelong learning

*Anchored* through active involvement with diverse communities and real-world challenges

### **Integrative and Applied Learning, Including**

- Synthesis and advanced accomplishment across general and specialized studies

*Demonstrated* through the application of knowledge, skills, and responsibilities to new settings and complex problems

Approved Courses/Curricula  
 April 5, 2013  
 University Undergraduate Curriculum Committee

I. College of Agriculture, Forestry and Life Sciences

A. Biological Science				
BIOSC 483/683	Stem Cell Biology - new course		3(3,0)	1

II. College of Engineering and Science

A. Bioengineering				
BIOE 431/631	Medical Imaging- change prerequisites		3(3,0)	3
B. Chemical and Biomolecular Engineering				
ChBE 130	Chemical Engineering Tools- change of prerequisites		2(1,2)	5
C. Environmental Engineering and Earth Science				
	Environmental Engineering & Science - delete major			6
	Geology BA - delete major			7
D. Mathematical Sciences				
EX ST 301/H	Introd Statistics - change catalog title and descript, prerequisite		3(2,2)	8
MTHSC 203	Elem Stat Inference - delete course			11
MTHSC 301/H	Stat Methods I - change catalog title and descript, prerequis		3(3,0)	12
EX ST 311	Introd Statistics II - delete course			14
** MTHSC 309	Intro Business Stat - change course abbreviation		3(3,0)	15
** MTHSC 302	Engr Stat - change catalog description		3(3,0)	17
MTHSC 405/605	Stat Methods II - change catalog and prerequisites		3(3,0)	19

III. College of Business and Behavioral Sciences

A. Psychology				
PSYCH 310	Advanced Exp Psychology - change catalog and prerequisites		4(3,2)	20
PSYCH 309	Intro Exp Psychology - change prerequisites		4(3,2)	22
PSYCH 415	Systems and Theories - change prerequisites		3(3,0)	24
PSYCH 495	Pract Applied Psych - change prerequisites		3(1,5)	26
	Psychology BS - change major curriculum requirements			27
B. Military Leadership				
ML 390	American Army Military Experience - new course		3(3,0)	32

IV College of Health, Education and Human Development

A. Education				
ED 103	Introd to Content Specific Learning Strat - new course		2(2,0)	35

\*\* Items in dark gray are tabled