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**Cc:** [Vankeerbergen, Bernadette](#)  
**Subject:** Semester Conversion Proposals for EHE Minors  
**Date:** Saturday, March 05, 2011 1:11:22 PM  
**Attachments:** [EHEMinors.doc](#)

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To: Andrew Zircher, EHE Curriculum Coordinator  
From: James Fredal, CCI Sciences Subcommittee  
Re: EHE Semester Conversion Proposals for Nutrition, Coaching Education, Family and Consumer Science Education, and Human Development and Family Science Minors

Date: March 4

Andrew Zircher:

The Sciences subcommittee of the ASC Committee on Curriculum and Instruction (CCI) met on February 21<sup>st</sup> to review EHE semester conversion proposals for the Nutrition, Coaching Education, Family and Consumer Science Education, and Human Development and Family Science Minors. They will each require some revision before they are sent forward to the full CCI for approval. I've listed the minors separately and bulleted the requested changes for each below:

#### **Nutrition Minor**

- On the PACER form (under "Credit Hour Explanation"), the maximum required credit hours offered outside the unit (for Quarters, column A) should be 18 hrs (not 20): Physiol 311 and 312 (10 hours) plus Molbioch 311 and 312 (8 hours).
- The proposal will need a transition policy.
- The Chair's letter is presented twice, and one contains more information than the other. One or the other should be removed from the proposal.

#### **Coaching Education Minor**

- On the PACER form:
  - The Sentence under the Credit Hour Explanation chart states, "There are no minimum hrs for the minor with the new changes." Please clarify this comment (isn't the minimum 24 hours as listed) or simply remove the statement.
  - Comments box: Some comments are confusing, and others contain grammatical mistakes; maybe all those comments could be deleted now because several of them are confusing to new readers.
- In the transition plan: The comment about PAES 380 and 381 is confusing and isn't grammatically correct, so it's hard to interpret. The last sentence of the first paragraph is incomplete: it ends with "and" (perhaps add "PAES 5521"?). The second paragraph should read, "Secondly, internship hours have been reduced from a range of 6-8 to 3 hours, primarily because these students are already in sites coaching, and it was seen as unnecessary to burden them with additional hours.
- In the Rationale, the last paragraph reads, "Students who choose the minor have the choice to focus on the coaching and administration of youth and adolescent sports ...". This does not seem to be a "choice" within the minor since there is no other focus option. Focusing on the coaching and administration of youth and adolescent sports seems inherent to the nature of the minor rather than a choice. Should this be

revised?

- No quarter advising sheet has been included; please provide one.
- 1000 level classes like EDU PAES 1201 cannot count towards the minor under ASC rules. It should be listed as a prerequisite to the minor (or to one of the classes in the minor, if that is the case). The PACER form and advising sheet should be revised to reflect this change: 3 required prerequisite credit hours (if it is a prerequisite to the minor), 15 hours of core courses, and 21 hours total in the minor
- Provide the full course number for the course listed as ATH TRNG X661.

### **Family and Consumer Science Education**

- On the PACER form, empty cells on the Credit Hour Explanation chart should be filled in, either with the appropriate number of hours or (for the last row) with 0's. Because the elective courses differ in credit hours (either 2 or 3 hours), the minimum and maximum hours will likely differ by one.
- What is the meaning of the sentence under the Credit Hour Explanation table? If students have choices about courses they take outside the unit, then PACER numbers will need to be adjusted accordingly. Because the proposal doesn't contain quarter or semester advising sheets, and because several courses are not listed with their unit abbreviation, it was impossible for us to determine how many courses were required within the unit and how many were possible outside the unit.
- The proposal will need complete quarter and semester advising sheets.
- The proposal will also need a transition plan.
- One document is titled: "Tech Ed & Training; Quarter to Semester Conversion"
  - Why is "name of program" (and title) "Technical Education and Training?" Was this document included in error? Or is the title an error?
  - Item #2 lists this as a Bachelor of Science degree, but Item #4 lists it as a minor.
  - Item #7 lists a mix of semester and quarter hour numbers. If this is the correct document, only use semester hours. The yellow highlighting should also be removed.
  - Item #9: curriculum map lists course number 5289 for Field Exp 1: Culturally Responsive Teaching in Family and Consumer Sciences, whereas item #7 lists number 2289 for same course.
  - The table under item #11 has a different number of credit hours than on PACER form
  - Under item #12: Define "WDE."

### **Human Development and Family Science**

- On the PACER form, under "Assessment," the question "Is this a degree program?" should be answered "no."
- Provide actual advising sheets as they will be seen by students, with notes, for both quarter and semester versions of the minor.
- The ASC rule governing minors under semesters states that at least 6 credit hours should be at the 3000 level or above. In the proposed semester version, all the required courses are numbered at the 2000 level as well as one elective. Either the course numbers will need to be changed, or different courses will need to be offered such that all students will have at least 6 hours at the 3000+ level, or the proposal will need to include a waiver request and rationale (which may or may not be approved) to bypass the 6-hour rule.

Thanks very much for your attention to all these details. If you have any questions about any of these comments or questions, or about the committee's deliberations in general, please do let me know.

Jim

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