



**School of Human Sciences
Program Coordinators Meeting
September 15, 2009, 12:30-2:00 pm
Gunter 1290**

Present: Susan Collins, Jamie Erskine, Diane Gaede, Liz Gilbert, Ellen Gregg, Julie Hanks, Jenny Weber
Absent: Joe Ososkie

1. Welcome and Kudos

- Susan Collins and Joyce Weil attended a conference in Broomfield for professional elderly care managers. This group is a new avenue for affiliations and employment options for Gerontology students. UNC had an exhibit and distributed information about the online certificate program. Susan and Joyce will pursue an affiliate membership and encourage students to do the same. Susan met with a former graduate who is going to be President of the association.
- Alena Clark will present at the American Dietetic Association Food and Nutrition Conference and Exhibition in Denver next month. She and Deborah Givray were also invited to present at the International Conference of Education, Research and Innovation in Madrid, Spain. Both have applied for Provost funding to support their international travel.
- Groups from ASLS and Dietetics met recently with OES to discuss operational costs for the distance programs. In both group meetings, Ellen felt there was productive discussion. Pat Book asked many questions to gather information about the programs.
- Community Health recently sent in their site visit response to CEPH. There were concerns about the site visit process and procedures which Ellen and Denise communicated via a letter to CEPH.
- Recreation and Tourism submitted a proposal to restructure the undergraduate degree to Recreation, Tourism and Hospitality. A new class was proposed and others were restructured.
- James Gould will serve on the Campus Recreation Advisory Board (CRAB).
- James Gould, along with the UNC Recreation Club, Recreation Leadership class and City of Greeley, have coordinated the B3 (Bikes, Blades & Boards) event to be held in conjunction with Oktoberfest on 9/26/09.
- Happy Birthday to Julie Hanks who reached the half-century milestone!

2. Program Review

- Annual Program Progress Reports (revised handout) – Thank you to Ann Bentz who put prepared this handout. The handout was not the current version. Ellen will print the correct handout and leave in PC mailboxes. Annual progress reports are due 11/2/09 to Ellen and 11/9/09 to the Dean.
- Comprehensive Review (revised handout) – Comprehensive reviews are due 10/9/09 to Ellen and 10/15/09 to the Dean.
- There is program data available via Insight. Login to the development database, select the testing tab, and open the program review folder. There are some quirks with the data – Recreations seems to be okay, Dietetics is reasonable accurate, the Gerontology graduate program is okay, Community Health/Human Services/Rehabilitation are found under the Health section. Contact Ellen if you need help using these reports.
- Trac Dat will not be used this year because Kim Black is working with OBIA to automatically populate data; however, this step is not ready yet.

3. Restructuring Update

- The Deans met with the Provost yesterday. They are making progress on restructuring definitions but information is not ready for distribution yet.
- Ellen encouraged attendance at the State of the University Address next Thursday, 9/24/09.

4. Prioritizing Part-time Needs

- Ellen sent a list of part-time needs for Spring 2010 to programs coordinators for review. The School will be asked to prioritize. Ellen wants the programs coordinators to review and prioritize as a group.
- Items to consider include: 1) whether courses are required or elective, 2) do students need the course to graduate and 3) if an elective course, what is the enrollment.
- The following courses were discussed and comments are noted.
 - ASLS 365** – Language Disorder in Children, 3 of 4 credit overload for Lynne Jackowiak, required course for ASLS, required course for Special Ed. Options: do not offer in spring and increase fall cap, may be problematic for students who need as a prerequisite for ASLS 469.
 - ASLS 370** – Basic Audiology, 2 of 4 credits, overload, required course, cancelled Fall 09 due to low enrollment
 - ASLS 431** – Organic Disorders, 3 credits, required course, students need course to graduate
 - ASLS 469** – Clinical Processes in SLP, 2.5 of 4 credits would be overload, required for students in graduate program leveling, must be offered in spring, will consider moving to spring only offering
 - ASLS 474** – Clinical Practicum in Audiology, 1 credit, required course, shifting to spring offering to lessen impact of increased graduate tuition
 - ASLS 508** – Intra-operative Monitoring, 1 credit, elective course, low priority, DROP for spring
 - ASLS 592** – Externship in Public Schools, Audiology, 1 credit, and
 - ASLS 692** – Intern Med Setting, Audiology, 1 credit, and
 - ASLS 792** – Externship in Audiology, 2 credits, all are taught by Diane Erdbruegger, split funded by clinic and state, credits charged to state side need to be considered part-time expense. Courses are required for AUD doctoral program, students need the courses to graduate, make sure enrollments are adequate.
 - ASLS 655** – Acquired Disorders of Language and Cognition, 3 credits, required in curriculum
 - ASLS 686** – Capstone in SLP, 1 credit, overload, DROP for spring
 - CH 303** – Health Ed in Elementary Schools, 3 sections, 1 credit/section, 1 credit overload, 2 credits adjunct, required for teacher licensure. Option: request that EBS pay for.
 - FND 101** – Nutrition for College Athletes, 2 credits, adjunct, elective, new course Fall 09, supported by athletic director, course will fill, could increase cap to 40
 - FND 431 lab** – Medical Nutrition Intervention, 2 lecture credits, 2 lab sections at 1 credit each, currently 40 students in lecture, 20 in each lab, labs are difficult at this size. Options: GA assistance, not feasible because they don't have a clinical nutrition background.
 - FND 446** – Foodservice Systems Management, 3 lecture credits, 2 lab sections at 1 credit each, required course, students need course to graduate
 - GERO 205** – Introduction to Gerontology, 3 credits, REMOVE from list, Susan Collins will teach inload.
 - GERO 555**- Grant Development and Administration, 3 credits, REMOVE from list, Joyce Weil will teach inload.
 - HUSR 238** – Contemporary Issues in Drug Abuse, 3 credits, elective course, has been well enrolled, average class size is 67. Options: offer online section in summer
 - HUSR 336** – Human Sexuality, 3 credits, elective course, has been well enrolled. Options: offer online section in summer
 - HUSR 385** –Working with Families in Rehabilitation, 3 credits, still on the spring schedule, did not discuss at PC meeting
 - HUSR 460** – Community Resources for the Elderly, 3 credits, CANCELLED for Spring
- Ideas include 1) EBS should pay for courses required in their programs and 2) move elective courses into online format for summer – this could move courses off of regular faculty load to free up time for them to teach a required course.

- Faculty are to review the list and provide input to Ellen.
- Ellen will meet with Denise to discuss options on Friday at 2pm.

Next Meeting: Tuesday, October 6, 12:30-2:00

Upcoming Dates:

Sept. 2: Curriculum Changes due to Dean's Office for 9/9/09 meeting
Sept. 4: LOI for Restructuring Proposals due to Ellen by 1:00 PM – then Dean's Office
Sept. 11-13: Family and Friends Weekend
Sept.11: Restructuring Working Group Feedback to programs
Sept. 18: Application Deadline, Faculty Associate to the Dean
Sept. 24: State of the University Address
Sept. 25-29: Ellen Vacation

Minutes by Janice Riegel