

Curriculum Committee
February 1, 2013
BH 140, 1 p.m.
MINUTES

Members Present: Janice Alexander (co-chair), Lynn Farris, Rick Halverson, Brenda Hanson, Don Hickethier, Kristen Jones (co-chair), Sue Justis, Pat Pezzelle, Pete Wade, Laura VanDeKop, Karla West

Others Present: Heather Estrada, Jessica Hopkins, Chuck Jensen, Cindy Keifer, Sharon Nau, Myrna Ridenour, Marlene Stoltz, Dan Voermans, Adam Wenz, Kirk Zander

Discussion Item:

- Lab fees vs. Program Fees – Chuck Jensen, Kirk Zander
Kristen Jones explained the difference between a program fee and a lab fee. They are essentially the same thing, just assessed at different times. Pete Wade asked if program fees could be carried over from semester to semester. Kristen explained that right now they cannot be carried over, but depending on the status of budgets at the end of the fiscal year, that might become a possibility. Chuck Jensen explained that there can be a conversation about what people's needs are to see how the fees can be managed. Discussion followed about the difficulties of spending fees within the currently allotted time and the potential value of being able to roll the money over from semester to semester. Kristen clarified that program fees will still have to be assessed by course, either on one course in a program or spread out among the courses in a program. Discussion followed about whether or not program fees will be refundable if a student were to drop out of a program.

Action Items:

- Approval of December 6, 2012 minutes **APPROVED**
Pete Wade moved to approve the minutes; Brenda Hanson seconded the motion, which passed unanimously.
- BMIS 220 Introduction to E-Commerce and CAPP 138 Basic MS Access (deletions) **APPROVED**
Phil MacGregor explained the proposal to delete these courses, as they are not required for any program and have not been taught in three years. Karla West moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously. Marlene Stoltz asked if someone were to be graduating under programs with those courses, would Phil allow substitute courses. Phil said yes.
- CAPP 106, 112, 114, 116, 118, 131 (revisions) **APPROVED**
Phil MacGregor explained the proposal to update the prerequisites for these courses to reflect current practices and keep them consistent with other Montana colleges. Sharon Nau noticed changes in semester offered. Phil added updating semester offered to these revisions. Rick Halverson moved to approve the proposal; Sue Justis seconded the motion, which passed unanimously.
- ITS 210, 218, 220, 221, 224, 280 (revisions) **APPROVED**
Phil MacGregor explained the proposal to update these courses to reflect current practices and keep them consistent with other Montana colleges. Pat Pezzelle asked for clarification on what "Instructor's Consent" as a prerequisite means and expressed the need for consistency among instructors when waiving a pre-requisite. Pat Pezzelle moved to accept the proposal; Sue Justis seconded the motion, which passed unanimously.

- Information Technology AAS (revisions) **APPROVED**
Phil MacGregor explained the proposal to revise this program, as suggested by the advisory committee, by removing two courses and adding two courses. Rick Halverson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.
- CSCI 100 Introduction to Programming, CSCI 240 Databases & SQL (new) **APPROVED**
Phil MacGregor explained the proposal to add these new courses as part of the Information Technology AAS program. Don Hickethier explained that there is some concern about adding another beginning programming course. Pete Wade moved to approve CSCI 100; Rick Halverson seconded the motion, which passed unanimously. Brenda Hanson moved to accept CSCI 240; Pete Wade seconded the motion, which passed unanimously.
- SRVY 233, 245, 246, 275, 283, FORS 251 (revisions) **APPROVED**
Tim Eichner explained the proposal to change the semesters in which these courses are offered and update the prerequisites. Janice Alexander moved to approve SRVY 233; Pete Wade seconded the motion, which passes unanimously. Sue Justis moved to accept SRVY 245; Rick Halverson seconded the motion, which passed unanimously. Pete Wade moved to accept SRVY 246; Rick Halverson seconded the motion, which passed unanimously. Janice Alexander moved to approve SRVY 275; Pete Wade seconded the motion, which passed unanimously; Brenda Hanson moved to approve SRVY 283; Pete Wade seconded the motion, which passed unanimously. Pete Wade moved to approve FORS 251; Rick Halverson seconded the motion, which passed unanimously.
- CULA 103, 104, 105, 148, 201, 210, 22, 240, 248, 250, 298 (revisions) **APPROVED**
Karla West explained the proposal to update prerequisites, descriptions and titles to these courses. The program director would like to have only “instructor’s consent” listed as the prerequisite rather than a list of courses. Brenda Hanson asked what the motivation was for the change. Don Hickethier wondered if it should be “program director” consent. Don Hickethier moved to approve updating the prerequisites/corequisites for CULA 103, 104, 105, 148, 201, 210, 220, 240, 248, 250, and 298; Karla West seconded the motion. Pete Wade would like to add an amendment to ask Hillary if she would prefer “program director” or “instructor” consent. Motion passed unanimously with the amendment to clarify whether the prerequisite should be “instructor” or “program director’s” consent. Don Hickethier moved to approve title changes to CULA 298; Pete Wade seconded the motion, which passed unanimously.
 - Discussion followed about whether to table the catalog description changes until the Program Director is present. Brenda Hanson moved to table course description revisions for CULA 103, 104, 148, and 201; Pete Wade seconded the motion, which passed unanimously. **TABLED**
- AA/AS Degree requirements catalog pages **APPROVED**
Jessica Hopkins, on behalf of the General Education Team, explained the proposal to clarify the AA/AS degree requirements in the academic catalog by listing them separately from the General Education Core Curriculum, only list the Gen Ed Core classes once and delete the plus signs after the number of credits in the gray boxes. Pat Pezzelle suggested adding the MUS Core in the academic catalog. Don Hickethier moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.
- M 135, 136, 145 (revisions) **APPROVED**
Laura VanDeKop explained the proposal to change the prerequisites and semesters offered for these courses to provide more flexibility for students. Pete Wade moved to approve M135 and 136; Janice Alexander seconded the motion, which passed unanimously. Janice Alexander moved to approve M 145; Pete Wade seconded the motion, which passed unanimously.

- Integrated Agriculture and Food Systems AAS and Agriculture Transfer programs (new) **APPROVED**
 Heather Estrada explained the proposal to create these programs, the opportunities they would provide for students, and the demonstrated need for them in the area. Rick Halverson asked if the proposal has gone to College Council. Kristen Jones explained that it went through the new program approval process and the committee's focus today is on approving curricular aspects of the proposal. Heather clarified that the first two semesters of the transfer program are equivalent to the first two years in the program at MSU so students would be prepared to transfer. The committee clarified that IAFS 298 is non-repeatable. Pete Wade moved to approve the AAS program and the new courses; Don Hickethier seconded the motion, which carried with one abstention.
- BIOB 110N Plant Science (revised) **APPROVED**
 Heather Estrada explained the proposed revisions to BIOB 110N, which has been in the academic catalog but has never been offered. Jessica Hopkins explained that the General Education Team is in favor of the "N" designation based on the criteria. Don Hickethier moved to approve the course; Janice Alexander seconded the motion, which passed unanimously.
- Agribusiness Management Transfer and Farm and Ranch Management Transfer catalog pages (deletion) **APPROVED**
 Heather Estrada explained the proposal to remove these two programs from the academic catalog, as they have been replaced by the new IAFS programs. Pete Wade moved to approve the proposal; Don Hickethier seconded the motion, which passed unanimously.
- ARTJ 220, 221, 223, 260, 261 (revisions) **APPROVED**
 Brenda Hanson explained the proposal to update course descriptions, prerequisites, learner outcomes, lab fees and semesters offered for these courses. Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- CHMY 104NL Preparation for Chemistry (revision) **TABLED**
 Janice Alexander explained the proposal to add this course as an option for the Natural Science portion of the General Education Core, retroactive to the start of spring semester 2012. Jessica Hopkins explained that the General Education Team did not recommend the approval of this change. Brenda Hanson moved to table the proposal; Pete Wade seconded the motion, which passed unanimously.
- Aviation Transfer catalog page (revision) **APPROVED**
 Jessica Hopkins explained the proposal to update the catalog page for this program, which came out of the Program Review Committees. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- AVFT 131, 132, 133, 254 (revisions) **APPROVED**
 Jessica Hopkins explained the proposal from the Program Review Committee to update descriptions, maximum enrollment, lab fees, semester offered, outcomes and titles for these courses. Pete Wade moved to accept the proposal; Rick Halverson seconded the motion, which passed unanimously.
- AVFT 253 Instrument Pilot: Fixed Wing (new) **APPROVED**
 Jessica Hopkins explained the proposal to add this course. Pete Wade moved to accept the proposal; Rick Halverson seconded the motion, which passed unanimously.

- Sue Justis moved to accept the CCN changes; Rick Halverson seconded the motion, which passed unanimously.

Was		Now	
PSYX 242	Fundamentals of Substance Abuse	CAS 242	Fundamentals of Substance Abuse and Addiction
PSYX 243	Substance Abuse Counseling II	CAS 248	Substance Abuse Counseling II
SA 140	Cultural Issues in Addiction Recovery	CAS 140	Addictions and Diversity
SA 221	Assessment and Evaluation Procedures of Substance Abuse	CAS 250	Assessment and Case Management Processes
HUM 261H	Introduction to Humanities: Origins and Influences I	LSH 261H	Origins and Influences I
HUM 262H	Introduction to Humanities: Origins and Influences II	LSH 262H	Origins and Influences II

FYI

- Orphan Courses
 Jessica Hopkins explained the proposal to delete these courses, as they are not required for any program, nor do they satisfy any general education requirements.
 Karla West moved to approve the proposal; Sue Justis seconded the motion, which passed unanimously.

Future Discussion Items:

- Last day to drop
- Maximum number of "S" credits