

## **Curriculum Committee**

**March 7, 2008**

### **Minutes**

**BH 140 1:00 p.m.**

**Members present:** George Shryock, Sue Justis, Kathy Hughes, Pat Pezzelle (via ITV), Linda Soper, Gregg Davis, Faith Hodges, Janice Alexander, Phil MacGregor, Carole Bergin, and Brenda Rudolph. Janice Alexander chaired the meeting.

**Others present:** Colleen Unterreiner, Sharon Nau, Cindy Kiefer, Lynn Farris, Rick Halverson, and Nancy Clawson.

### **Approval of February 29, 2008, minutes**

- The minutes were amended to reflect the following:

Gregg Davis opposed the motion to table CJ 110.

Gregg Davis and Pat Pezzelle opposed the motion to place Natural Resource Management on moratorium. Gregg Davis moved to approve the amended minutes, and Phil MacGregor seconded the motion. The minutes were approved.

### **Information/Discussion Item**

- Introduction to Psychology (4 credits) and General Psychology (3 credits) – Janice Alexander reported that Ivan Lorentzen said students could not take both psychology classes.

### **Action Items**

#### **Curriculum Submissions**

- CJ 110 Writing in Criminal Justice – **TABLED**

Janice Alexander said at the last meeting, this course was tabled due to several questions the committee had. At that time, the committee should have compiled a list of items and a timeline for Deb Miller in order to answer the committee's questions. The committee did not do that, so the course was discussed again at this meeting. Janice recommended postponing the decision until the March 28 meeting, at which time the course would be brought back with the required paperwork needed to answer the questions. Sue Justis moved to table the decision based on Janice's recommendations, and Phil MacGregor seconded the motion. It was tabled.

· BADM 210 Introduction to International Business, BADM 215 Business Ethics, BADM 220 Marketing Communications, and BADM 240 Human Resources Management – **COURSES DELETED**

A correction to the agenda was noted. BADM 246 should be BADM 240. Phil MacGregor reported that Tom Jay said that over time the content of these courses has been incorporated into other courses. In addition, these courses have low enrollments. By deleting these four courses, other courses will be able to be substituted, and enrollments will go up in other courses. George Shryock moved to delete the four courses, Faith Hodges seconded this motion, and they passed unanimously.

- Human Services AA – **REVISION APPROVED**

Rick Halverson discussed changing an existing 3 credit elective to a required course (either HS 260 Group Process or HS 210 Case Management), which gives students some skills classes.

- Substance Abuse Counseling AAS – **APPROVED as an AA transfer degree**

Kathy Hughes discussed how occupational programs become transfer degrees. It will go before the Two-Year Council and the Board of Regents for acceptance. Phil MacGregor moved to approve both the changes to Human Services and Substance Abuse Counseling. Gregg Davis seconded, and the motion was approved.

- Medical Assistant – **PROGRAM CHANGES APPROVED**

Sue Justis explained that reinstating CHEM/MED 150 Pharmacology would allow for more pharmacology to be taught within the program. Substituting HLTH 201 for HLTH 202 would allow for students to receive the CPR certification that they need. Gregg Davis moved to approve both changes, and Phil MacGregor seconded the motion. It passed unanimously.

- Plumbing Technology - **AAS PROGRAM DELETED**

Kathy Hughes explained that the Plumbing Technology AAS was never submitted to the Board of Regents. The Plumbing Technology Certificate of Applied Science currently exists. Kathy moved to delete the AAS, Phil MacGregor seconded, and the motion passed unanimously.

- ACCT 275 Accounting Internship (revision), BADM 275 Business Internship (revision), CMPA 274 Web Technology Internship (revision), BUS 276 Information Technology Internship (revision), and MED/OT 275 Office Technology Internship (revision) – **REVISIONS APPROVED**

Phil MacGregor explained that all the internships have common goals which go with the internship model. The model is working well. Lynn Farris noted that the lab fees have increased to cover the rising cost of mileage. Phil MacGregor moved to approve the changes to all five internships, and Carole Bergin seconded the motion. They were unanimously approved.

- BUS 121 Math and Communications for the Trades – **REVISION NOT APPROVED**

The revision to the course was to add critical thinking. George Shryock said there couldn't be three related instruction areas listed as benchmarks. George Shryock moved to not approve the revision to BUS 121. Faith Hodges seconded the motion, and it was not approved. Phil MacGregor was opposed.

- CMPA 270T Advanced Web Design with XHTML & CSS – **REVISION APPROVED**

Phil MacGregor explained that the revision was being made to this course in order to offer a better introductory course for students in the program. Currently, students take CMPA 275T as the introductory course; this course will become an elective. Phil MacGregor moved to approve the revision, Gregg Davis seconded, and the motion was approved. Janice Alexander and Sue Justis abstained.

- EDUC 270-279 Instructional Technology: Tools for the Classroom – **REVISION APPROVED**

Gregg Davis said Dawn Rauscher has added one credit to the course to allow for more class time. The course serves a huge need. Kathy Hughes moved to approve the additional one credit, Phil MacGregor seconded the motion, and it was approved unanimously.

- ID 51 College Reading Strategies – **REVISION APPROVED**

Lynn Farris explained that students need more time in this class, so the revision is to increase the course from two credits to three. A discussion followed regarding assessment, which will be discussed further at the Assessment Board and within the Councils. Gregg moved to approve

the revision, which was seconded by Brenda Rudolph. It was approved. Janice Alexander opposed the motion.

- THEA 244 The Theatre Experience – **NEW COURSE TABLED**

Carole Bergin said this is Joe Legate's attempt to collapse low enrollment courses into an overview course. It will eliminate some courses in the future in order to build a stronger program. Discussion followed about the courses that are being deleted and the lecture vs. lab aspect of the new course. In addition, questions arose about how this course would transfer. Kathy Hughes moved to table the decision, Gregg Davis seconded the motion, and it was unanimously approved to table. Joe Legate will be asked to attend a future meeting.

- ART 220FG Art and Architecture of Venice (new), ART 224 History and Culture of Venice (new), and ART 227FG History of Theatre in Venice (new) – **COURSES APPROVED**

Kathy Hughes reported that eight students have already signed up for the program abroad, and the publicity hadn't really gotten out yet. Venice will be for a full semester, and the courses will be taught in Italy. Kathy Hughes moved to approve all three courses contingent upon taking the FG (general education requirements) out of the two-credit course ART 224 and to add the wording that the three courses are co-requisites. Sue Justis seconded this motion, and it passed unanimously.

- ART 157T 3D Jewelry Design & Modeling I (revision), ART 257T 3D Jewelry Design & Modeling II (revision), ART 258T 3D Jewelry Design & Modeling III (revision), and ART 259T 3D Jewelry Design & Modeling IV (revision)– **COURSE REVISIONS APPROVED**

The revision for all the courses is to add the technology benchmark to them. Students are working with CAD/CAM. It was noted that the Student Learner Outcomes are the same in ART 157T and ART 257T. Kathy moved to approve the revisions contingent upon Carole Bergin and Sharon Nau helping to revise the language. Faith Hodges seconded the motion, and it was approved unanimously.

- ART 274 Portfolio Presentation (revision) – **REVISION APPROVED**

Lynn Farris questioned how oral communication was being taught in the class. Lynn suggested having Brian Bechtold help with #s 6 & 7 under Course Learning Outcomes and a writing rubric in order to clarify how this is being taught. It was noted that since the catalog description had changed as well, it should be checked on the list under Course Information. Kathy moved to approve the revision contingent upon Brian Bechtold working on the Course Learning Outcomes and Assessment of Learner Outcomes. George Shryock seconded the motion, and it was approved. Gregg Davis abstained.

### **Information/Discussion Items**

- AAS Benchmark definitions – Lynn Farris discussed her handout, pointing out Curriculum Committee approvals of several benchmarks.

- Report on fall semester learning communities – Lynn Farris discussed her handout and the results of the learning communities. They had a 100 percent success rate from one semester to another. She will know more about the success rate next year.

- Prerequisites and waivers of prerequisites – Pat Pezzelle - **TABLED**

- Waiver of advising – Pat Pezzelle - **TABLED**

- Establishing an IRB (Investigative Review Board) – **TABLED**

· Janice Alexander said the Faculty Senate had discussed the “I” grade, and it will be an action item on the Curriculum Committee meeting scheduled for March 28. Submissions for that meeting will be accepted through March 24.