

# Minutes

## Undergraduate Curriculum Committee September 28, 2017

**Call to order: 3:45 pm, WAB 227**

**Old Business:** A call to order by Janet Applin for revisions and or corrections to the April 20, 2017 minutes was made. A motion to approve by Stroot, second by Mienaltowski. The motion carried. One abstention - Baylis

**Voting Members Present:** Janet Applin, Beth Norris, Ron Rhoades, Joseph Shankweiler, Larry Hill, Jean-Luc Houle, Jenn Brinkley, Gordon Baylis, Kandy Smith, Matt Nee, Jeanine Huss, Sheila Flener, Dawn Bolton, Andy Mienaltowski, Scott Stroot, Alex Olson

**Advisory Members Present:** Sylvia Gaiko, Tiffany Robinson, Danita Kelley, Michelle Trawick, Ken Crawford, Andrew McMichael, Merrall Price, Rico Tyler, Jeff Butterfield, Tony Szymanski, Andi Pun (PSYS), Stacy Wilson

### **New Business:**

Applin – Approved new course guidelines – Posted on website

McMichael – asked for a leeway on that for a few months

Stroot – Leeway stops after a few months

Applin – New guidelines from CPE (CIP) codes on all new proposals, asking steering committee to add

Stroot – Concerned about how CIP codes are added, how is it added to the form, continue to use the one posted and we add CIP later

Motion to go back to steering committee – Stroot – Second by Baylis – All in favor

Discussion of implementation dates: New courses can be done anytime – New programs can be done any time – Program revision are done in fall - Applin, Gaiko, Robinson

McMichael – Asked if we could set the form up correctly that it would hold until time at the registrar office – next available term

Robinson – Policies changes are done at catalog year - Undergraduate CIM Management system will be implemented within a year and a half

### **Sub Committee Elections:**

Steering – 4 people willing to serve – 1 person as chair

Stroot (Chair), Jenn Brinkley, Danita Kelley, Michelle Trawick

Academic Policy – Registrar has to be a voting member

Gordon Baylis (Chair), Jeanine Huss, Tiffany Robinson, Sylvia Gaiko, Merrell Price

Stroot – Revised new course proposal form, do we need to revise because we are moving away from this process in a year – Applin says yes because its important

Mienaltowski – Will course inventory form include this information?

Robinson – You can stop the Course Inventory Form as of now moving forward

| <b>University College</b>   |   |
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| <b>Type of Action</b>   | <b>Description of Item and Contact Information</b>  |
| <b>Action</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Mienaltowski/Olson<br><b>Vote:</b><br>Motion carried | <b>Proposal to Create a New Course</b><br><b>Item: SPS 395</b><br><b>Discussion:</b><br>Butterfield – Independent kind of course – lots of interest at Regional campus<br>Stroot – No need to bundle  |
| <b>Action</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Baylis/Olson<br><b>Vote:</b><br>Motion carried       | <b>Proposal to Create a New Course</b><br><b>Item: SPS 399</b><br><b>Discussion:</b> Similar to above<br>Mienaltowski – Any research methods?<br>Butterfield – No research  |
| <b>Action</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Huss/Olson<br><b>Vote:</b><br>Motion carried         | <b>Proposal to Create a New Course</b><br><b>Item: SUS 276</b><br><b>Discussion:</b><br>Price – Taught as temp course last year – Got great enrollment – Opportunity to expand – Still doing developmental course and this one is credit bearing<br>Kelley – Abbrev course title is too long – Needs to be 30 characters<br>Price – will work on an amendment and bring back – Use this for abbrev name “Displace persons”<br>No Objections |

| <b>College of Education and Behavioral Sciences</b> |  |
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| <b>Type of Action</b>                               | <b>Description of Item and Contact Information</b>   |
| <b>Consent</b><br><b>Vote:</b><br>Motion carried    | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br><b>Item: PSY 371, The Psychology of Sales Behavior</b><br><b>Discussion:</b><br>Gaiko – Date change – Change ourselves – Accepted changes |
| <b>Consent</b><br><b>Vote:</b><br>Motion carried    | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br><b>Item: PSY 436, Applied Cognitive Psychology</b><br><b>Discussion:</b><br>Gaiko – Date change – Change ourselves – Accepted changes     |
| <b>Consent</b><br><b>Vote:</b><br>Motion carried    | <b>Proposal to Suspend a Program</b><br><b>Item: 411, Minor in Library Media Education</b><br><b>Discussion:</b><br>Gaiko – Date change – Change ourselves – Accepted changes                            |

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| <p><b>Action</b><br/>1<sup>st</sup>/2<sup>nd</sup><br/>Huss/Bolton<br/><b>Vote:</b><br/>Mienaltowski moved to table this discussion<br/>Second – Olson<br/>Motion carried</p> | <p><b>Proposal to Create a New Course</b><br/><b>Item: PSY 224, Psychological Development of the Gifted Across the Lifespan</b><br/><b>Discussion:</b><br/>Stroot - 10 students? Will be offered on campus and KIIS/Study Abroad<br/>Baylis – Seems to be the same as PSY/PSYS 220 “gifted” is the key word that changes<br/>McMichael – Body of committee has to clarify – Do we create courses that are only to be offered through KIIS?<br/>Mienaltowski – 9 of the 11 objectives are already covered in PSY/PSYS 220</p> |
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| <b>Potter College of Arts and Letters</b><br><b>Houle – Tabled/Pulled entire agenda</b> |  |
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| <b>Type of Action</b>   | <b>Description of Item and Contact Information</b>   |
| Information   | Proposal to Create a Temporary Course - Approved<br>Item: JAPN 310 Adv Japan Conversation Abroad |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 102  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 201  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 202  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 210  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 211  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 306  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 314  |
| Consent   | Proposal to Revise Course Prerequisites<br>Item: FREN 320  |

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| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 321 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 322 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 323 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 325 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 326 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 328 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 331 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 389 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 420 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 421 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 426 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 427 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 445 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: FREN 450 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 102 |

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| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 201 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 202 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 210 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 211 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 306 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 314 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 330 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 331 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 332 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 333 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 335 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 389 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 430 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 435 |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 455 |

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| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: GERM 499                             |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: MUS 206 Composition                  |
| Consent | Action: Proposal to Revise Course Prerequisites<br>Item: MUS 327 Music History II             |
| Consent | Action: Proposal to Revise Course Prerequisites<br>BDAS 495—Brewing and Distilling Internship |
| Consent | Action: Proposal to Suspend a Course<br>Item: PS 440—Elements of Public Administration        |
| Consent | Action: Proposal to Suspend a Course<br>Item: PS 441—Public Personnel Administration          |
| Consent | Action: Proposal to Suspend a Course<br>Item: PS 442—Government Financial Administration      |
| Action  | Action: Proposal to Revise Course Number<br>Item: DAN 200                                     |
| Action  | Action: Proposal to Revise Course Credit Hours<br>Item: DAN 235                               |
| Action  | Action: Proposal to Create a New Course<br>Item: PS 340—Introduction to Public Administration |
| Action  | Action: Proposal Revise a Program<br>Item: AB in Dance  |

| <b>College of Health and Human Services</b>  |   |
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| <b>Type of Action</b>  | <b>Description of Item and Contact Information</b>  |
| <b>Consent:</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Mienaltowski/Huss<br><b>Vote:</b><br>Motion carried | <b>Revise Course Grade Type</b><br><b>NURS 449 Clinical: Community Health Nursing</b><br><b>Discussion:</b> No discussion |

**Ogden College of Science and Engineering**

| <b>Type of Action</b>   | <b>Description of Item and Contact Information</b>   |
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| Bundle all Consent items<br>Applin - Does anyone want to pull anything off?<br>Gaiko – Implementation date change CS 360 & 405 (Needs to be summer) – No objection<br><b>Vote:</b> Motion carried |  |
| Consent   | <b>Proposal to Suspend a Course</b><br>CHEM 102, Introduction to Chemistry Laboratory, 1 hr.                           |
| Consent   | <b>Proposal to Suspend a Course</b><br>CHEM 240, Introduction to Organic Chemistry, 3 hrs.                             |
| Consent   | <b>Proposal to Suspend a Program</b><br>Ref. 340, Minor in Coal Chemistry, 20-22 hrs.                                  |
| Consent   | <b>Proposal to Delete a Course</b><br>CE 331, UK-Transportation Engineering, 3 hrs.                                    |
| Consent   | <b>Proposal to Delete a Course</b><br>CE 341, UK-0Fluid Thermal Science, 3 hrs.  |
| Consent   | <b>Proposal to Delete a Course</b><br>CE 351, UK-Introduction to Environmental Science, 3 hrs.                         |
| Consent   | <b>Proposal to Delete a Course</b><br>CE 373, UK-Structural Analysis, 3 hrs.   |
| Consent   | <b>Proposal to Delete a Course</b><br>CE 483, UK-Elementary Structural Design, 3 hrs.                                  |
| Consent   | <b>Proposal to Revise Course Catalog Listing</b><br>CS 360, Software Engineering I, 3 hrs.                             |
| Consent   | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>CS 405, Numerical Analysis I, 3 hrs.                    |
| Consent   | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>EM 303, Mechanics of Deformable Solids, 3 hrs.          |
| Consent   | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>EM 313, Dynamics, 3 hrs.                                |
| Consent   | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 176, Mechanical Engineering Freshman Design I, 1 hr. |

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| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 200, Sophomore Design, 3 hrs.   |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 240, Materials and Methods of Manufacturing, 3 hrs.   |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 241, Materials and Methods of Manufacturing Laboratory, 1 hr.   |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 300, Junior Design, 3 hrs.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 310, Engineering Instrumentation and Experimentation, 3 hrs.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 325, Heat Transfer, 3 hrs.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 330, Fluid Mechanics, 3 hrs.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 332, Fluid Mechanics Laboratory, 1 hr.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 333, Heat Transfer Lab, 1 hr.   |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>ME 344, Mechanical Design, 3 hrs.  |
| Consent  | <b>Proposal to Revise Course Prerequisites/Corequisites</b><br>BDAS 495, Brewing & Distilling Arts & Sciences, 3 hrs.   |
| <b>Action</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Mienaltowski/Nee<br><b>Vote:</b><br>Motion carried    | <b>Proposal to Create a New Course</b><br><b>PSYS 425, Developmental Psychopathology, 3 hrs.</b><br><b>Discussion:</b> No discussion  |
| <b>Action</b><br>1 <sup>st</sup> /2 <sup>nd</sup><br>Mienaltowski/Bolton<br><b>Vote:</b><br>Motion carried | <b>Proposal to Create a New Course</b><br><b>PSYS 442, Psychology of Suicide and Self-Injury, 3 hrs.</b><br><b>Discussion:</b> No objection<br>Bolton – <i>Friendly Amendment</i> – No complete sentences – Take out “this course” and “in-depth” |



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| <p>Nee - Motion to bundle three new courses<br/> 1<sup>st</sup>/2<sup>nd</sup><br/> Baylis/Nee<br/> <b>Vote:</b> Motion carried<br/> <b>Discussion:</b> <i>Friendly Amendment</i> – Catalog course description, ENGR 491, Remove students</p>   |   |
| Action  | <p><b>Proposal to Create a New Course</b><br/> CS 372, Mobile App Development, 3 hrs.</p>                   |
| Action  | <p><b>Proposal to Create a New Course</b><br/> ENGR 490, Senior Seminar, 2 hrs.</p>                         |
| Action  | <p><b>Proposal to Create a New Course</b><br/> ENGR 491, Senior Project, 3 hrs.</p>                         |
| <p>Bundle the remaining – Nee<br/> 1<sup>st</sup>/2<sup>nd</sup><br/> Mienaltowski/Was not second<br/> Discussion: Missing titles and credit hours - Pull out the one wrong proposals</p> <p>New motion to bundle all but the wrong one ENGR<br/> Baylis/Bolton – All in favor – Passes</p> <p>Another motion to pull ENGR 534 out of the bundle<br/> Baylis – argues about the level of editing</p> <p>Stroot – Call to vote/question<br/> Vote: All in favor - Passes<br/> Approve to bundle items<br/> Motion carried – 1 abstained</p> <p>Pulled from bundle – Proposal to revise program with no title and no hours – Pre-Engineering proposals – Creating new program<br/> Stroot/Bolton</p> <p>Stroot – Moved to table<br/> Second Baylis<br/> Discussion – Should this be a new program<br/> Motion carried – Obtained – Mienaltowski</p> |   |
| Action  | <p><b>Proposal to Revise a Program</b><br/> Ref. 518, Architectural Science, 89 hrs.</p>                    |
| Action  | <p><b>Proposal to Revise a Program</b><br/> Ref. 534, 537, &amp; 543, Pre-Major to Engineering, 22 hrs.</p> |

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| Action | <b>Proposal to Revise a Program</b><br>Ref. 534P, Civil Engineering-Prep, 25 hrs.            |
| Action | <b>Proposal to Revise a Program</b><br>Ref. 534, Civil Engineering-Prep, 130 hrs.            |
| Action | <b>Proposal to Revise a Program</b><br>Ref. 537, Electrical Engineering, 57 hrs.             |
| Action | <b>Proposal to Revise a Program</b><br>Ref. 543, Mechanical Engineering, 122.5 or 123.5 hrs. |

**Adjourn:** Stroot/Baylis made the motion to adjourn at 5:20 pm

Respectfully submitted  
UCC Recorder  
Jessica Steenbergen