

# Curriculum Committee Minutes

June 09, 2009

3:00 pm.

South Administration Conference Room

**Chair:** Daphne Selbert

**Present:** Addison Everett, Karen Bauer, Brenda Sabey, Brent Hanson, Carlene Holm, Curtis Larsen, Dennis Wignall, Glenn Webb, JD Robertson, Linda Wright, Pete VanValkenburg, Philip Lee, Rick Palmer, Scott Mortensen, Sue Bennett, Susan Ertel, Nathan Jensen, Carol Grady, Randal Chase,

**Absent:** Darl Biniiaz (excused), David Roos, Tom McNeilis, Dewey Denning

**Visitor:** Victor Hasfurther, Dana Kelvington, Mo Eckroth

Agenda Items	Motions	Vote Results	Action/Discussion
Minutes Curriculum Committee Minutes May 19, 2009	M: Glenn Webb S: Scott Mortensen	APPROVED	
<b>Curriculum Items</b>			
<b>Arts &amp; Letters</b>			
<b>ADE - Single Change Form</b> <b>ADE 0100: Adult Basic Education</b> <b>ADE 0200: English as a Second Language</b> Course Deletions Effective: Fall 2009	M: Addison Everett S: Brent Hanson	APPROVED	Delete both courses as they're no longer taught. Any students needing these courses should sign up for ESOL courses.
<b>PEHR 1570: Intercollegiate Golf</b> Course Deletion Effective: Fall 2009	M: Curtis Larsen S: Addison Everett	APPROVED	Housekeeping item on PEHR inventory. PEHR 1570 is the old number for intercollegiate golf that was not ended. It now has a different number that coincides with all other intercollegiate athletic courses. This is to delete the old, second entry.
<b>PEHR 1860: Dixie Dance Team</b> Course Revision Effective: Fall 2009	M: Curtis Larsen S: Glenn Webb	APPROVED	Since we're no longer the Rebels, the name of this course (currently, Rebelettes,) needs to be changed. Nathan Jensen asked if this name was chosen by the team. Dexter Irvin gave the name to Linda Wright to submit.
<b>EDUC/ELED - Single Change Form</b>	M: Curtis Larsen	APPROVED	The EDUC courses were changed to ELED courses, and the practicums

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<p><b>EDUC 3100: Curriculum Design/Plan/Assment</b>  <b>EDUC 3250: Effective Classroom Mgmt</b>  <b>EDUC 3300: Reading Comp/Literacy Development</b>  <b>EDUC 3410: Lang Acquisition/Cognition ESL</b>  <b>EDUC 3420: Assmnt for ESL Education</b>  <b>EDUC 3500: Methods in PE &amp; Movement</b>  <b>EDUC 3600: Healthy Lifestyles</b>  <b>EDUC 3900: Educ of Gifted &amp; Talented</b>  <b>EDUC 4100: methods/Tchg Elem Mathematics</b>  <b>EDUC 4200: Fine Arts in Elementary</b>  <b>EDUC 4300: Methods in Tchg Elem Science</b>  <b>EDUC 4400: Methods/Tchg Elem Soc Studies</b>  <b>EDUC 4440: Integrating Lang &amp; Content</b>  <b>EDUC 4500: Technology in Education</b>  <b>EDUC 4600: Methods/Tchg Elem Lang Arts</b>  <b>EDUC 4988: Prof Portfolio Dev Seminar</b>  <b>ELED 3105: Curriculum Design/Planning/Assmt/Practicum</b>  <b>ELED 3355: Literacy Acquisition of Young Children Practicum</b>            Course Deletions            Effective: Summer 2009</p>	<p>S: Susan Ertel</p>		<p>were also deleted from the curriculum since they're now embedded within the courses. The EDUC numbers were never ended in the inventory, and two practicum courses were not ended. This ends all of the EDUC prefixes, and all of the practicums.</p>
<p><b><u>MUSC – Single Change Form</u></b>  <b>MUSC 3640: Music History &amp; Lit II</b>  <b>MUSC 3650: Music History &amp; Lit III</b>  <b>MUSC 4430: String Chamber Music</b>  <b>MUSC BS/BA – Minimum grade</b></p>	<p>M: Glenn Webb            S: Susan Ertel</p>	<p>APPROVED</p>	<p>MUSC 3640: Prerequisite Change.            MUSC 3650: Course deletion            MUSC 4430: String Chamber Music (Prerequisite change)            MUSC BA/BS Degree Requirement – (Minimum grade requirement of C on core courses, and recital required ). Not on original Proposal approved by</p>

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<b>requirement on core courses</b> Effective: Fall 2009			the Regents.
<b><u>DEGREE REQUIREMENTS</u></b> <b>BA in Music</b> Effective: July 1, 2009	M: Glenn Webb S: Curtis Larsen	APPROVED	Degree in Music Liberal Arts. They will function as performance degrees.
<b>BS in Music</b> Effective: July 1, 2009	M: Glenn Webb S: Susan Ertel	APPROVED	
			<b>Rick Palmer asked the committee to review their bachelor degree requirements at the bottom of the page, and make sure that they all say upper-division has 40, and institutional credits has 30 in it.</b>
<b><u>DEGREE REQUIREMENTS</u></b> BA/BS in Integrated Studies Effective: July 1, 2009	M: Susan Ertel S: Curtis Larsen	TABLED	Emphasis do not accompany the core requirements. The committee felt they needed to be in order to be presented. This degree requirement was tabled for email vote.
<b><u>DEGREE REQUIREMENTS</u></b> <b>BS/BA in English Education</b> <b>BS/BA – English Literature</b> <b>BS/BA – English Technical Writing</b> Effective: July 1, 2009	M: Brent Hanson S: Glenn Webb	APPROVED	Just changed from fancy form to same form everyone else is using.
<b>Natural Science, Nursing &amp; Allied Health</b>			
<b><u>NURS - Single Change Form</u></b> <b>NURS 4100: Senior Seminar</b> <b>NURS 4200: Concentration</b> <b>Elective/ONLINE</b> Add Prerequisites Effective: Fall 2009	M: Curtis Larsen S: Scott Mortensen	APPROVED	Add prerequisites of: NURS 3100, 3200, 3300, 3400, 3600, 4020, 4025, 4040, 4041 to both of these courses.
<b><u>DEGREE REQUIREMENTS</u></b> <b>AAS in Nursing</b> <b>Practical Nurse Certificate</b> <b>Nurse Assistant Certificate</b> Effective: July 1, 2009	M: Brent Hanson S: Scott Mortensen  New motion: Accept nursing degree requirements.  M: Suspend the rules (Brent Hanson) S: Philip Lee	APPROVED (for degree program—not for the form)        APPROVED	It was pointed out that the prerequisites for ENGL 1010 wasn't complete—that not all of them were listed. The committee felt that students getting into programs should have ENGL 1010 behind them, and that listing ENGL 1010 without prerequisites would be OK. . The committee also felt that the prerequisites SHOULD appear on the AA/AS degrees, and that the advisors for the 4-year degrees would be responsible for advising students correctly into their degrees. Rick Palmer, Advisement Director, felt that the test scores on the forms should be eliminated on the form (in gray area). In this discussion, there appeared to be some confusion in the form where prerequisites were listed on the form where prerequisites were listed on

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	<p>That we suspend the rules and clean up the form. New motion (while rules are suspended) is:</p> <p>M: Susan Ertel S: Carol Grady</p>	APPROVED	<p>some items and not on others.</p> <p>Motion made, <b>only courses w/1000 or higher numbering need to be listed as prerequisites. Any prerequisite/test score that falls below 1000 level entry point will not be listed on the prerequisite form (bachelor and associate degrees).</b></p>
<p><b><u>BIOL Single Change Form</u></b> BIOL 3230: Cadaver Practicum Course Revision (add instructor permit) Effective: Fall 2009</p>	<p>M: Susan Ertel S: Brent Hanson</p>	APPROVED	Add instructor permission on this course.
<p><b><u>DEGREE REQUIREMENTS</u></b> <b>BS in Biology/Sec Ed w/Integrated Science</b> <b>BS in Biology/Secondary Education</b> <b>BS in Biology</b> Effective: July 1, 2009</p>	<p>M: Curtis Larsen S: Brenda Sabey</p>	<p>APPROVED w/changes on the prerequisite for PHYS 2010 course. Curtis Larsen accepted those changes as part of his motion.</p>	<p>Mo Eckroth, advisor to Athletics, needed clarification on the BS in BIOL degree requirements. She noted that on this degree it states that a minimum grade of C needs to be obtained in these courses in order to get this degree. Her question is: if a student got a grade lower than a C <b>PRIOR</b> to this degree requirement page being posted in our catalog, does the student have to retake the course to get a higher grade? Karen commented that if the student takes the course before July 1, 2009, that the requirement of C does not hold. The committee felt that the degree requirements that a student entered the program with, are the requirements that they're held to. Mo indicated that BIOL instructors are telling students they have to retake the courses. The students retake the course, but then they're in trouble with the scholarship office because they're taking repeats and are ineligible to play sports because they haven't got enough credits. Mo stressed the point that whatever the guidelines in the degree requirements are, it must be in writing.</p> <p>Sharon questioned the fact that the prerequisite of MATH 1065 for PHYS 2010 was not an approved prerequisite. It was decided that Karen would submit a single change form (on email vote) listing MATH 1060 or 1065 as the prerequisite to PHYS 2010, and she would change the degree requirement page to reflect this change.</p>
<p><b><u>VT/CS – Single Change Form</u></b> <b>VT 2600: Creative Imaging</b> <b>VT 3200: Portfolio Preparation</b> <b>CS 3410: Distributed Systems</b> (prerequisite change on all) Effective: Fall 2009</p>	<p>M: Scott Mortensen S: Glenn Webb</p>	APPROVED	<p>VT 2600: Add as prerequisite. VT 3200: CS 3410: Add VT 2700 as prerequisite.</p>
<p><b>IT 4500: Information Security</b></p>	<p>M: Curtis Larsen</p>	APPROVED	This is more of an applied security course. This course probably wouldn't

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Course Addition Effective: Fall 2009	S: Susan Ertel	w/correction to the course description.	transfer as no course is taught like this in the state. It might transfer as an elective. It is a required course in the IT degree, but elective in other programs. It was noted that a typo has occurred in the last sentence of the course description—should say “risk as well AS....”
<b><u>DEGREE REQUIREMENTS</u></b> <b>BS in Computer &amp; Info Technology</b> <b>BS in CIT/Computer Sci Emphasis</b> <b>BS in CIT/Info Technology Emphasis</b> <b>BS in CIT/Visual Tech Emphasis</b> Effective: July 1, 2009	M: Brent Hanson S: Scott Mortensen	APPROVED w/change of eliminating MATH 1090 as a prerequisite because MATH 1090 was eliminated from the inventory.	All degree requirement sheets needs to eliminate MATH 1090 as a prerequisite course as it was eliminated from the course inventory.
<b><u>MATH 3310: Discrete Mathematics</u></b> Course Deletion Effective: Fall 2009	M: Susan Ertel S: Brenda Sabey	APPROVED	Course changed number to 2230. This is the old number and needs to be ended in the inventory.
<b><u>DEGREE REQUIREMENTS</u></b> <b>Associate of Arts Degree</b> <b>Associate of Science Degree</b> Effective: July 1, 2009			
<b>Business</b>			
<b>ACCT – Single Change Form</b> <b>ACCT 1040: Intro to Individual Income Tax</b> <b>ACCT 2150: Payroll Accounting</b> <b>ACCT 2200: Computer Peachtree</b> Course Deletions Effective: Fall 2009	M: Curtis Larsen S: Scott Mortensen	APPROVED	Delete all courses. No longer taught.
<b>COMP/CIS Single Change Form</b> <b>COMP 1300: WordPerfect Fundamentals</b> <b>CIS 1210: Intro to Database/pres Apps</b> <b>CIS 2350: Microcomputer Operations</b>	M: Curtis Larsen S: Scott Mortensen	APPROVED	Delete all courses. No longer taught.

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<b>CIS 2410: Desktop Publishing</b> <b>WordPerfect</b> <b>CIS 2600: Database Applications</b> <b>CIS 2650: Integrating Applications</b> Course Deletions Effective: Fall 2009			
<u><b>DEGREE REQUIREMENTS</b></u> <b>BS in Business Administration</b> <b>BS in Bus Admin/Accounting</b> <b>Emphasis</b> <b>BS in Bus Admin/Finance Emphasis</b> <b>BS in Bus Admin/Internet &amp; Visual</b> <b>Technology Emphasis</b> <b>BS in Accounting</b> <b>BS in Aviation Management</b> <b>AAS in General Marketing</b> <b>General Marketing Certificate (1 Yr)</b> Effective: July 1, 2009	M: Carole Grady S: Addison Everett	APPROVED	<p>Only changes were curriculum changes done throughout the 08-09 year. The two associate and Gen Marketing Certificate removed COMM 1010 as an option as it is not a public speaking. They will still count it, but the other schools require public speaking. Freshman experience courses have been added.</p> <p>Nathan Jensen reported that students are confused about the freshman experience courses. They say that it's not required for graduation; however, it's "required" for freshman. Students are coming to them and asking if they have to take it. It was explained that if it is listed on the degree requirement sheet, then they have to take it. It's actually NOT a requirement—just a suggested courses unless it's actually listed on a bachelor's degree.</p>
<b>Associate of Arts Degree</b> <b>Associate of Science Degree</b>	M: Susan Ertel S: Glenn Webb (Motion was to approve the form—with a withdrawal for approval, and to table with corrections to be made)	TABLED for revision and be sent out on email vote.	These two degrees NEED to have the prerequisite notes listed. GEO 2310 is no longer a course—it was changed to GEO 1050. This needs to be changed on both degree sheets. Rick Palmer stressed the fact that the notes NEED to be on these forms. The requirements for Math need to be worked over. The whole form needs to be cleaned up and fixed.
			Randal Chase made a comment that on the Fine Arts/Comm requirement, that the word Communication penalizes the Fine Arts. COMM is a fine arts GE filler, but having the title listing the department confuses students into thinking they have to take COMM over any other fine arts course. Since these headings were generated by the GE Committee, it was felt that the GE committee would have to bring forward the change in title for the Fine Arts requirement. It was mentioned that the GE committee has had discussion on this issue.
<b>DISCUSSION ITEMS:</b>			
<b>Course Change Forms</b> <b>Single Change Form</b>			Discussion was held on the two curriculum forms. Changes were suggested in the May 19, 2009 meeting. The forms have been corrected to reflect the changes. It was suggested that a new column be added to input course number and name. The committee is still confused on what a course

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			<p>“replacement” is. Sharon provided the definition of both replacement and revision as being: Replacement: a course you’re killing—never to be offered again, but is being “replaced” by another course. Revision: The majority of the course remains the same includes little changes. The committee still wasn’t satisfied with the definitions. They’re insistent that when a prefix /number is changed, it’s a “revision” not a replacement, and that replacement be eliminated from the form as a choice.</p>
Nathan Jensen, ASDSC Vice-President			<p>Nathan introduced himself to the committee and told them what their agenda was for the coming year. He still needed representation from a couple of the areas and would be looking for their recommendations. He’ll contact them individually. Welcome aboard Nathan!</p>
Adjourned: 4:42 PM			