

Curriculum Committee Minutes

Oct. 28, 2008
3:00 pm.
South Administration Conference Room

Chair: Louise Excell

Present: Addison Everett, Karen Bauer, Brenda Sabey, Brent Hanson, Carlene Holm, Carole Grady, Curtis Larsen, Dennis Wignall, Glenn Webb, Jay Slade, Linda Wright, Martha Talman, Pete VanValkenburg, Philip Lee, Randal Chase, Rick Palmer, Scott Mortensen, Sue Bennett, Susan Ertel, Tom McNeilis, Sharon Lee, Tommy Cummings

Absent: Darci Downs, Darl Biniiaz, David Roos

Visitors: Georgina Billa, Julie Stender, Victor Hasfurther

Agenda Items	Motions	Vote Results	Action/Discussion
Minutes Curriculum Committee Minutes (Oct. 14, 2008)	M: Susan Ertel S: Scott Mortensen	APPROVED	
Curriculum Items			
Arts & Letters			
SINGLE CHANGE FORM FCS: 2640: Partnering w/Parents Effective: Spring 2009	M: Susan Ertel S: Curtis Larsen	APPROVED	Co-requisite Change. Take FCS 1500 off as co-requisite. It impacts enrollment on the course.
SCED 4700: Content Methods Course Course Addition Effective: Spring 2009	M: Curtis Larsen S: Philip Lee	APPROVED	This course was approved as part of the Secondary Ed program; however, this course was left off of the course inventory.
ENGL 1410: Elements of Grammar Course revision Effective: Spring 2009	M: Addison Everet S: Brenda Sabey	APPROVED	Add delivery method of INV so this course can be offered ONLINE.
SINGLE CHANGE FORM MUSC 1010 (Intro to Music); 3630/3640 (Music History and Lit I/II) Course Revision Effective: Fall 2009 (1010, 3630) & Spring 2009 (3640)	M: Curtis Larsen S: Brent Hanson	APPROVED	Add delivery method of INV so these courses can be offered ONLINE. 1010/3630 was offered in Fall 2009; 3640 will be offered in the spring.
COMM 4890: Independent Study	M. Susan Ertel	APPROVED	Contact hours were not enough for a 3 credit course. Accreditation

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Course Addition Effective: Fall 2009	S: Brenda Sabey	w/changes in contact hours and areas of focus moved to course description.	standards say if it is all “out of class” work, its 45 contact hrs per credit. Dennis will make the change on contact hours. Also, the course has to be pre-approved by the dept. chair in order to have it offered. “An area of focus not covered in our curriculum” needs to be taken from the course justification and put into the course description.
	M: Randal Chase S: Susan Ertel	APPROVED	Re-opened discussion of Independent Study to say “instructor and dept chair approval required” needs to be added to this course description.
	M: Randal Chase S: Dennis Wignall	APPROVED AND THEN WITHDRAWN FOR MODIFICATIONS.	After the discussion of Independent Study discussion item, Randal modified his motion to change the title of COMM 4890 to Directed Studies as it fits the COMM area better than Directed Readings or Independent Study for Undergraduate Research. If they have a need for Independent Study-type courses, they’ll submit a new proposal to this committee. With all the motions in place, it was decided to withdraw this course and bring it back with all the modifications in place.
Business			
Science & Allied Health			
COURSE ADDITIONS (All New) Effective: Spring 2009 RESP 1010: Intro to Respiratory Therapy and Medical Terminology RESP 2020: Cardiopulmonary Anatomy and Physiology RESP 2030: Intro to Pathophysiology RESP 2040: Respiratory Care Therapeutics I RESP 2041: Laboratory Practice/Therapeutics I RESP 2050: Intro to Respiratory Care Pharmacology RESP 2060: Patient Assessment RESP 2065: Cardiopulmonary	M: Curtis Larsen S: Tom McNeilis	APPROVED (vote taken on ALL course additions for RESP Program representing the curriculum except for the prerequisites).	Question was asked why students didn’t take BIOL 4400: Pathophysiology rather than building another Pathophysiology course. Answer was: This course isn’t as demanding as the upper-division level Patho course is, and didn’t need to be.

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<p>Pathophysiology RESP 2070: Respiratory Care Therapeutics II RESP 2071: Laboratory Practice/Therapeutics II RESP 2100: Clinical Practice I RESP 2200: Cardiopulmonary Diagnostics RESP 2300: Intro to mechanical Ventilation RESP 2301: Laboratory/Adult Mechanical Ventilation RESP 2310: Clinical Practice II RESP 2400: Alternative Site & Subacute Respiratory Care RESP 3005: Critical Care, ACLS RESP 3020: Neonatal/Pediatric Respiratory Care RESP 3021: Laboratory Practice/Neonatal Care RESP 3100: Clinical Practice III RESP 3150: Critical Thinking Seminar/NBRC Review</p>			
<p>SINGLE CHANGE FORM AAS in Respiratory Therapy Degree Requirements Program Revisions (prereq changes) Effective: Spring 2009</p>	<p>M: Brent Hanson S: Glenn Webb</p>		<p>Chemistry prerequisite: Give more options in Chemistry for students to take. Concern was expressed about the rigor of the two classes. That 1010 isn't as rigorous as 1110. Pete thought that 1110 w/lab would be a better course. Georgine Bills, director of the Respiratory Therapy program didn't think that the rigor of 1110 would be necessary since the terminology needed is given in 1010. It's to let the students who've taken 1110 be able to continue without having to go back and take 1010.</p>
<p>DEGREE REQUIREMENTS Respiratory Therapy Effective: July 1, 2009</p>	<p>M: Curtis Larsen S: Susan Ertel</p>	<p>APPROVED w/minor corrections as noted.</p>	<p>MATH 1030 is a 3 credit course. 1040/1050 are 4 credit courses. If they leave 1030 on this list, they need to list the credits as being 3/4 credits in Math. Prerequisite for Chemistry is Math 1010 only on CHEM 1110 (Chem 1010 does not have a prerequisite). That needs to be designate somehow. BIOL/LAB credits should be listed as 4/5 credits.</p>
<p>SINGLE CHANGE FORM GEO 1020: Life of the Past</p>	<p>M: Curtis Larsen S: Scott Mortensen</p>	<p>APPROVED (fee only on GEO courses, with</p>	<p>GEO 1040: Fee for field trip, yet there is no field trip in the course description. They need to bring forth a course description adding the field</p>

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Fee increase to \$15.00 GEO 1040: Intro to Dinosaurs Add fee of \$25.00 GEO 1115: Physical Geology Lab Add fee of \$15 BIOL 1615: Prin of Biology I Lab Fee increase to \$80 BIOL 2400/2405: Plant Kingdom/Lab Prerequisite Change Effective: Spring 2009	M: Martha Talman S: Susan Ertel	the stipulation that the GEO 1040 course bring forth a new form adding a field trip to the course description. APPROVED (vote taken on BIOL 1615, 2400/2405, and 4605)	trip. Fees were approved unanimously. Vote taken on GEO courses and another vote on BIOL courses. Fee would include binder w/lab manual which would be handed out to the students as a handout rather than buy it at the bookstore.
SINGLE CHANGE FORM BIOL 4605: Plant Physiology Lab Fee increase to \$35 Effective: Spring 2009			
BIOL 3000: Rural Health Scholars Course Addition Effective: Spring 2009	M: Brent Hanson S: Susan Ertel	APPROVED based on cleaning up the course fee issue.	Club for pre-professionals – we provide a lot of insight to help them apply for their pre-professional schools along with taking practice tests – a lot of discussions with people from upstate who talk about different pre-professions. Students who join this club have a better chance of getting into their pre-professions vs. students who try to do it on their own. Wording on the fees is problematic. Take out the SUU statement on the explanation of fees.
BIOL 3230: Cadavar Practicum Course Addition Effective: Spring 2009	M: Susan Ertel S: Curtis Larsen	APPROVED	Extra time spent in the lab for students who want more time dissecting the cadavers. Will this degrade the quality of the cadavers for anatomy courses? Dr. McNeilis didn't seem to think so.
Action Items			
Discussion Items			
Contracts for Independent Study (Martha Talman)			Martha passed out copies of samples of contracts of Independent Study contracts from other schools. The committee felt the example from Alaska Pacific University was the best contract. Martha will take this back and make up a contract to be approved by this committee. Dept Chair/Instructor needs a signature line. Title? Is it necessary? Goals/Objectives? Each dept can customize their own title for different disciplines. Names are different in different disciplines re: Directed Readings is different than Independent Study as the activities are different. Readings is only reading and writing.

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			<p>Independent Study would be something “outside” our current curriculum. It’s the coursework, but you’re doing it on your own. It’s up to the institution whether it’s a curricular course or independent work. Online courses (especially in Utah) are called self-paced correspondent courses. The committee, in discussing these two definitions, felt that the title “Directed Studies” would be a more appropriate title. Directed Readings, Directed Studies or Independent Study were the choices of the committee. Directed Readings (reading and writing only) Directed Studies (meet w/instructor weekly) Independent Study for Undergraduate Studies (contains a research project) Verbage should contain “contracted individual instruction outside of the curriculum.” Martha will get with Philip Lee and Karen Bauer to get information from them regarding the courses they have in place already.</p>
<p>Policy Revision on Degree Requirements vs Regents Requirements (Martha Talman)</p>			<p>Graduation Policy was reviewed by the committee. Martha indicated that this policy has a lot of work to be done on it (Valedictorian issue, D grades, . 63 credits are required for an Associate degree where the Regents requires 60-63 credits). Martha indicated that she’d like to see Dixie come forward with “minimum” of 60 credits. By doing this the 60 minimum and 60 required meets the 120 from the Regents policy. Martha’s question to the committee is, “Are you OK with me coming back with a minimum of 60 credits for an associates degree?” Or does the committee want it to be more than the Regent’s minimum? Double majors. We have no policy on double majors. We shouldn’t have double majors in the same dept (i.e., Business and Accounting). This should be noted in this policy that there be no double majors. Residency credits (20 for AS degree/30 for bachelors). Some schools require that these credits be done in their last year. In our cases, students take some courses here, transfer out, and then transfers their credits back to get their AS degree thus ending taking extra credits at other institutions. If the student gets our degree, they should be invested in our programs somehow. 30 credits of Program Requirements should be done at the institution (upper-division). Martha will go back and produce an “artifact” on this policy and bring it back for further discussion.</p>
<p>Notes on Independent Study Findings (Martha Talman)</p>			
<p>Adjourned: 4:30 PM</p>	<p>M: Brenda Sabey S: Susan Ertel</p>		

