

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: April 25, 2007

Present:	Barbara Harrold	Loretta Morgan
	Ernie Randolfi	Maggie McBride
	Joy Honea	Mark Jacobson
	Brian Gurney	Barbara Wheeling
	Dixie Metheny	Cindy Dell
	Vern Gagnon	Becky Richardson
	Trisha Biggs	Cheri Johannes

Absent: Alan Christensen

Guests:	Craig McKenzie	Barb Pedula
	Cindy Rossmith	Carl Castles
	Tasneem Khaleel	John Cech
	Darryl Grove	Valerie Martinez



Vern Gagnon called the meeting to order at 4:00 p.m. on Wednesday, April 25, 2007, in the Missouri room.

The March 28 meeting minutes were accepted as presented.

I. ITEM – FIRST READING

Item 32.a BS Major in General Science. New program.

- Motion by Cindy Dell, seconded by B.J. Harrold to **approve Item 32.a on first reading.**

Carl Castles, Department of Biological & Physical Sciences, stated that the Department used to offer a program in general science and they are now bringing it back. This program proposal came from above, not from the Department, and it has been approved by the Board of Regents. The primary reason for this degree is for teacher education, and the teaching option proposal is on its way from the Teacher Education Committee. Since this is primarily a teaching degree, there are references to teaching in the non-teaching option proposal. We will offer the teaching option so we will also offer the non-teaching degree.

It was noted that the Teacher Education Committee discovered that teaching option did not meet state accreditation standards and will have to be changed. Dr. Castles noted that Item 32.a, the non-teaching program, will not have to change because of the teaching option.

Dr. Castles stated that the main clientele for the general science program will be teaching majors, but some students will want a general science degree for jobs in areas like environmental chemistry.

- Motion carried.
- Motion by Cindy Dell, seconded by Barbara Wheeling to **waive second reading of Item 32.a.**
- Motion carried.

Item 71 RD 401 Reflective Practice in Reading/Language Arts. Change title.

- Motion by Joy Honea, seconded by Cindy Dell to **approve Item 71 on first reading.**

It was noted that this course is specific to reading, and there is an EDCI course that covers language arts.

- Motion carried.
- Motion by Trisha Biggs, seconded by Joy Honea to **waive second reading of Item 71.**
- Motion carried.

Item 72 BIOL 251 Microbiology for the Health Sciences. Change prerequisite.

- Motion by Dixie Metheny, seconded by B.J. Harrold to **approve Item 72 on first reading.**

Dr. Castles stated that this course is required in the new Associate of Science in Nursing program at the COT. Those students must take a 200-level microbiology course.

Cindy Rossmith, Director of Nursing at the COT, noted this course will be offered in the evening for LPNs who are already working. Dr. Rossmith had discussed with the Department of Biological & Physical Sciences the staffing of this course. It was agreed that existing faculty could teach it. Apparently that is no longer true, but the COT program still needs the course. The COT did consider developing their own microbiology course, but that idea was not cost-effective. The other issue is that the current microbiology lab in the Science building can only hold 12 students at a time. The

COT hopes to add a microbiology lab to the new building at the COT, but until the building is finished the microbiology course will most likely have to be offered every semester in the Science building to meet the student need.

Dr. Rossmith noted that the microbiology lab will be required for ASN students, but not for students in other programs.

Dean Tasneem Khaleel stated that this course will be staffed by part-time faculty to start, but eventually the Department hopes to hire a full-time faculty member who would cover this course.

- Motion carried.

- Motion by Trisha Biggs, seconded by Cindy Dell to **waive second reading of Item 72.**

- Motion carried.

Item 72.a BIOL 104 Nutrition for Health Careers. New course.

- Motion by Dixie Metheny, seconded by Cindy Dell to **approve Item 72.a on first reading.**

Dr. Rossmith stated that a 2 credit nutrition course is also required in the ASN program by the BOR. Currently a part-time instructor is teaching nutrition at the COT, but the COT and the Department of Biological & Physical Sciences are working together to get a full-time faculty line to teach this course.

It was noted that BIOL 104 is restricted to nursing majors only. Is that really necessary? It was cited that if students in other programs want to take a nutrition course, they should take the 3 credit courses already offered by Biological & Physical Sciences or Health & Human Performance, because with the 2 credit course they will miss 1/3 of the curriculum. It was cited that if a non-nursing student takes BIOL 104, they may be bumping a nursing student out of the class.

- Motion carried.

- Motion by Cindy Dell, seconded by Dixie Metheny to **waive second reading of Item 72.a.**

- Motion carried.

Item 74 AAS in Construction Technology - Carpentry. Modification to an existing program.

Item 74.a CARP 150 Carpentry Practicum I. Change title to Beginning Carpentry Practicum.

Item 74.b CARP 250 Carpentry Practicum II. Change title to Advanced Carpentry Practicum and change credits from 3 to 4.

Item 74.c TRID 120 Concrete Forms, Reinforcement, and Handling. Change title to Introduction to Concrete, change credits from 5 to 2, and change course description.

Item 74.d CARP 152 Intermediate Carpentry Practicum. New course.

Item 74.e CARP 252 Capstone Carpentry Practicum. New course.

Item 74.f TRID 220 Advanced Concrete Working. New course.

- Motion by Dixie Metheny, seconded by Joy Honea to **approve Items 74, 74.a, 74.b, 74.c, 74.d, 74.e, and 74.f on first reading.**

Craig McKenzie, Team Leader for Business & Industry, stated that this year the carpentry students built one modular house. Next year they will build a modular house and another house with the Billings Builders Association, so the program needed more practicum hours. Also, the practicums are being divided into three sections, beginning, intermediate, and capstone, so it will be easy to see on a student's transcript if the entire program has been completed.

Mr. McKenzie also noted the carpentry program is like the nursing program in that it is similar curriculum across the state. No other programs require an electrical course, so that course is being moved to the restricted electives for our program.

- Motion carried.

- Motion by Mark Jacobson, seconded by Trisha Biggs to **waive second reading of Items 74, 74.a, 74.b, 74.c, 74.d, 74.e, and 74.f.**

- Motion carried.

Item 75 MATH 122 College Mathematics for Technology. Change prerequisite and course description.

Item 75.a MATH 103 Essential Mathematics for the Trades. New course.

- Motion by Ernie Randolfi, seconded by Loretta Morgan to **approve Items 75 and 75.a on first reading.**

Barb Pedula, Math Instructor, stated that MATH 103 is being created as a math course that will best serve Certificate of Applied Science students. Math for certificate students is one level below that of degree students, and this course will give them the math they need for their trade.

Cheri Johannes noted that the BOR is on the way to changing all remedial courses to numbers below 100. If that is done, those credits do not count. Ms. Pedula noted that MATH 103 will likely live on in a "related" capacity, a grey area between BOR and NWCCU requirements, for certificate students only.

- Motion carried.

- Motion by Trisha Biggs, seconded by Joy Honea to **waive second reading of Items 75 and 75.a.**

Ms. Pedula noted that the change for MATH 122 involves correcting the course description to start with a verb and adding MATH 103 as a prerequisite.

- Motion carried.

II. ELECTION OF CHAIRPERSON FOR 2007-2008

Maggie McBride agreed to chair the UCC for the 2007-2008 academic year.

Craig McKenzie noted that there will be an open house of the modular home built by the carpentry students on May 3, and the home will be auctioned off at that time.

The UCC thanked Vern Gagnon for his exceptional performance as UCC chairperson this year.

The meeting adjourned at 4:48 p.m.

rjrm