

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** March 2, 2016

**Present:** Carl Castles  
Brian Gurney  
Ken Miller  
Joy Barber  
Joseph Bryan  
Ying Wang  
Sharon Hobbs  
Jessica Baker (Registrar representative)

**Absent:** Russ Lord\*  
Heather Thompson\*  
Jennifer Scroggins  
*\*excused*

**Guests:** Trevor Brown  
A.J. Otjen  
Craig McKenzie  
Mike Campbell  
Keith Edgerton



Brian Gurney, Chair, called the meeting to order at 4:00 p.m. in the Chancellor's Conference Room.

The February 17 meeting minutes were accepted with corrections.

### I. ITEMS – FIRST READING

**Item 28** BA Major in History. Modification to an existing program.

**Item 28.a** BA Major in History Teaching Licensure Option. Modification to an existing program.

**Item 28.b** Teaching Minor in History. Modification to an existing program.

- Motion by Ken Miller, seconded by Ying Wang to **approve Items 28 through 28.b on first reading.**

Keith Edgerton, Chair of History, stated that these are mostly cosmetic changes to add existing courses to the restricted elective categories in the history programs. There are no staffing changes.

- Motion carried.

- Motion by Carl Castles, seconded by Sharon Hobbs to **waive second reading of Items 28 through 28.b.**

- Motion carried.

The Committee agreed Items 28 through 28.b will go to the Senate as consent items.

**Item 48** WLDG 153 Metal Fabrication Basics. Change credits from 2 to 3 and change course description.

**Item 48.a** WLDG 250 Metals Production. New course.

**Item 48.b** AAS in Welding and Metal Fabrication. Modification to an existing program.

**Item 48.c** Certificate of AS in Welding and Metal Fabrication. Modification to an existing program.

**Item 48.d** Certificate of AS in Welding for Energy Technology. Modification to an existing program.

- Motion by Joseph Bryan, seconded by Ying Wang to **approve Items 48 through 48.d on first reading.**

Trevor Brown, Welding & Metal Fabrication, stated that last year they added a drafting and design course to their program, and now the drafting and design program is being phased out. In response, welding is removing the course and adding the content to WLDG 153. They are also adding an entirely new, lab-only course to the program. Existing faculty will be able to cover the new course.

- Motion carried.

- Motion by Carl Castles, seconded by Ken Miller to **waive second reading of Items 48 through 48.d.**

- Motion carried.

The Committee agreed Items 48 through 48.d will go to the Senate as consent items.

**Item 49** ITS 163 MS Windows 8 Configuration. Delete course.

**Item 49.a** ITS 170 MS Windows Server 2012. Delete course.

**Item 49.b** ITS 285 Help Desk Infrastructure. Delete course.

- Motion by Sharon Hobbs, seconded by Ying Wang to **approve Items 49 through 49.b on first reading.**

Craig McKenzie, Chair of Computer Technology and Drafting & Design, stated that the Committee had asked for these deletions earlier. It was noted that ITS 163 and 170 are still required in the Computer Programming & Application Development program. Mr. McKenzie replied that a program change for that program will be forthcoming; there were some disagreements within the department that held up the paperwork.

- Motion carried.

- Motion by Carl Castles, seconded by Ken Miller to **waive second reading of Items 49 through 49.b.**

- Motion carried.

The Committee agreed Items 49 through 49.b will go to the Senate as consent items.

**Item 51** BMKT 446 Marketing for Entrepreneurs. New course.

**Item 51.a** BMKT 460 Marketing High-Technology Products and Innovation. New course.

**Item 51.b** BSBA Major in Business Administration Marketing Option. Modification to an existing program.

- Motion by Ken Miller, seconded by Joseph Bryan to **approve Items 51 through 51.b on first reading.**

A.J. Otjen, Marketing, stated that they have taken a year and a half to put together an entirely online marketing program, of which there are very few in the country. The two new courses are being added because there were two courses in the on-site program that were Billings-centered, including local projects in the community. These new courses are a substitute for online students. On-site students can take the new online courses, but the courses would be counted as restricted electives because the on-site courses would still be required of them.

A question was raised regarding the prerequisites for the new courses. Dr. Otjen replied that most any student should be able to register. However, Mike Campbell, Chair of Business Administration, noted that students should have the College of Business pre-admission courses completed. The Committee agreed that the prerequisites for Items 51 and 51.a will be changed to “BMKT 325 and Admission to upper division standing, or consent of department.”

Dr. Otjen also noted that they worked with the Provost to staff the marketing program before this curriculum was submitted.

- Motion carried.

- Motion by Carl Castles, seconded by Ken Miller to **waive second reading of Items 51 through 51.b.**

- Motion carried.

The Committee agreed Items 51 through 51.b will go to the Senate as consent items.

## II. DISCUSSION

It was noted that question four on the new course form (Which resources have been identified that will enable you to teach the course effectively?) doesn't necessarily obtain the information needed. A revised form will be discussed at the next meeting.

The meeting adjourned at 4:32 p.m.

rjrm