# UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:**       January 22, 2020

**Present:**     Aaron Mertes                Carl Castles
                      Joseph Bryan                Sougata Das
                      Ying Wang                  Melanie Reaves
                      Natalie Bohlmann       Ben Johnson
                      Laie Bryce-Black (student)
                      Jaki Penninger (Registrar representative)

**Absent:**      Becky Anglin                Jennifer Scroggins*
                      Kelly Shumway

*excused*

**Guests:**      Bruce Brumley            David Nedrow
                      Craig McKenzie         Tom Nurmi

Carl Castles, Chair, called the meeting to order at 4:05 p.m. in the Chancellor's Conference Room.

The minutes of December 4 were accepted as presented.

## I.      ITEMS – FIRST READING

**Item 41**  ITS 246 Cybersecurity Operations.  New course.
**Item 41.a**  ITS 182 Help Desk Support.  Delete course.
**Item 41.b**  AS in Cyber Security/Network Technology.  Modification to an existing program.
**Item 41.c**  AAS in Computer Desktop/Network Support.  Modification to an existing program, including degree name change.

> - Motion by Natalie Bohlmann, seconded by Sougata Das to **approve Items 41 through 41.c on first reading.**

Craig McKenzie, Chair of Computer Tech, noted that their proposals last year were not approved by the Provost.  These will update what was submitted last year to include a new course in the plan of study.  They are meeting with the Math and Business Administration departments to discuss 2+2 agreements as well.

> - Motion carried.

- Motion by Natalie Bohlmann, seconded by Ying Wang to **waive second reading of Items 41 through 41.c.**

- Motion carried.

The Committee agreed Items 41 through 41.c will go to the Senate as action items.

**Item 51**  CSTN 108 Intro to Flooring Installation.  Delete course.
**Item 51.a**  CSTN 145 Ext Finish, Stair, & Metal SF.  Delete course.
**Item 51.b**  CSTN 148 Blueprint Codes and Est.  Delete course.
**Item 51.c**  CSTN 220 Interior Finishing.  Delete course.
**Item 51.d**  CSTN 230 Adv Rf, Flr, Wll, Stair Systms.  Delete course.
**Item 51.e**  CSTN 270 Fndtns of Cnstrctn Prjct Mgmt.  Delete course.
**Item 51.f**  CSTN 295 Constr Conc & Bldg Lab III.  Delete course.
**Item 51.g**  CSTN 147 Blueprint Reading.  Change course description.
**Item 51.h**  CSTN 160 Constructn Cncpts & Bldg Lab.  Change title to Constructn Cncpts & Bldg Lab I, change credits from 5 to 3, and change course description.
**Item 51.i**  CSTN 161 Constructn Cncpts & Bldg Lb II.  Change prerequisite, remove corequisite, and change course description.
**Item 51.j**  CSTN 299 Capstone: Carpentry.  Change title to Capstone: Construction, change prerequisites, change corequisite, and change course description.
**Item 51.k**  CAPP 103 Quickbooks Fundamentals.  New course.
**Item 51.L**  CSTN 142 Int - Ext Finish Carpentry.  New course.
**Item 51.m**  CSTN 250 Construction Estimating.  New course.
**Item 51.n**  CSTN 271 Construction Project Mgmnt.  New course.
**Item 51.o**  CSTN 281 Construction Project Mgmnt II.  New course.
**Item 51.p**  AAS in Construction Management.  Modification to an existing program.
**Item 51.Q**  Certificate of AS in Construction Management.  Modification to an existing program.

- Motion by Natalie Bohlmann, seconded by Ben Johnson to **approve Items 51 through 51.Q on first reading.**

David Nedrow, Construction program, noted that he took over mid-semester last year and began a top to bottom review.  With input from the program advisory committee and some housekeeping of courses no longer offered, this package of changes is the result.

Back when the program's name was changed from Construction Technology – Carpentry to Construction Management, the curriculum did not change much as a result.  Students were mainly learning only carpentry skills.  The question was raised about changing the name of the Certificate of AS.  After some discussion, Mr. Nedrow agreed that the name of the Certificate of AS (Item 51.Q) should <u>not</u> change.

The Quickbooks course is being added—taught by Mr. Nedrow—because the accounting course currently in the program is not a good fit for students.  The teaching load right now is acceptable because enrollments have dropped dramatically in the last year or two, due to the outdated curriculum.  As this new program rolls out, there will not be a need for a lab

assistant because the second-year students will be helping manage the lab, which will teach them project management skills. Better curriculum and better program leadership should increase enrollments, because there is demand in the area. There have also been discussions about doing dual credit courses with the SD#2 Career Center.

- Motion carried.

- Motion by Joseph Bryan, seconded by Natalie Bohlmann to **waive second reading of Items 51 through 51.Q.**

- Motion carried.

The Committee agreed Items 51 through 51.Q will go to the Senate as action items.

**Item 40**  LIT 317 Transatlantic Literature I.  New course.
**Item 40.a**  LIT 318 Transatlantic Literature II.  New course.
**Item 40.b**  LIT 499 Thesis/Capstone: Portfolio.  Change rubric to WRIT and change course description.
**Item 40.c**  BA Major in English.  Modification to an existing program.
**Item 40.d**  BA Major in English Teaching Licensure Option.  Modification to an existing program.

- Motion by Natalie Bohlmann, seconded by Joseph Bryan to **approve Items 40 through 40.d on first reading.**

Tom Nurmi, English, Philosophy and Modern Languages, noted with several impending retirements in the department, they are making substantial changes to the English majors to streamline the programs and remove obstacles to graduation. The current programs have a survey model, which is a series of surveys of literature, British and American, amounting to 15 credits. They are removing all those survey courses and instead creating 2 new courses called Transatlantic Literature, which include both British and American literature. These new courses will be new in the University System and are on the cutting edge. There will be more elective courses in the program, and the teaching major especially may have future changes as to what happens with those electives.

The question was raised as to why this proposal includes a change to the Secondary Teaching Core. It was cited that the COE has begun substituting a course as a result of enrollment issues, but they are not prepared at this time to officially change the Secondary Teaching Core. Therefore, the changes to the Secondary Teaching Core in this paperwork are informational, and not required.

- Motion carried.

     - Motion by Joseph Bryan, seconded by Aaron Mertes to **waive second reading of Items 40 through 40.d.**

     - Motion carried.

The Committee agreed Items 40 through 40.d will go to the Senate as action items.


The meeting adjourned at 4:51 p.m.

rjrm