

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** December 1, 2021

**Present:** Carl Castles  
 Ying Wang  
 Elaine Westbrook  
 Kelly Shumway  
 Jaki Penninger (Registrar representative)

Sougata Das  
 Brian Ernest  
 Robin Rasmussen

**Absent:** Aaron Mertes  
 Jennifer Scroggins\*

Brent Finger

*\*excused*

**Guests:** Heather Thompson-Bahm  
 Keith Edgerton  
 Tami Haaland  
 Kathleen Thatcher  
 Don Larsen  
 Jana Marcette  
 Susan Gilbertz

Sam Boerboom  
 Keeara Rhoades  
 Suzette Nynas  
 Ambrin Masood  
 Rachel Schaffer  
 John Roberts



Carl Castles, Chair, called the meeting to order at 4:02 p.m. via webex.

I. APPROVAL OF MINUTES

The minutes of November 17 were accepted as presented.

II. ITEMS – FIRST READING

Group 1		
Banking Certificate	Added	11/12/2021
BFIN 459: Credit Risk Analysis	Added	11/12/2021

- Motion by Ying Wang, seconded by Elaine Westbrook to **approve Group 1 on first reading.**

Sougata Das, Business Administration, noted that this is something local banks and credit unions want. They are currently poaching analysts from each other, so there is definitely demand. The Certificate is 15 credits, 12 of which are existing courses. Students will do an internship in the summer as a requirement of the program.

It was noted the program learning outcomes may need some tweaking.

- Motion carried.

- Motion by Elaine Westbrook, seconded by Ying Wang to **waive second reading of Group 1.**

- Motion carried.

It was agreed Group 1 will go to the Senate as action items.

Group 2		
HONR 205: Honors Inquiry and Research	Added	11/12/2021

- Motion by Sougata Das, seconded by Ying Wang to **approve Group 2 on first reading.**

Jana Marcette, Director of Honors, stated Honors has piloted this course already, running it as a 194, which was a temporary Gen Ed, as well. The course is grounded in faculty research and is intended to travel through faculty members. Susan Gilbertz taught it in Fall 2020 and Ambrin Masood will teach it in Spring 2022. Honors does have funding for faculty to teach the course in overload.

- Motion carried.

- Motion by Elaine Westbrook, seconded by Ying Wang to **waive second reading of Group 2.**

- Motion carried.

It was agreed Group 2 will go to the Senate as action items.

Group 5		
Business Administration Associate of Science Program of Study	Edited	11/16/2021
Human Resources Associate of Science Program of Study	Edited	11/16/2021

- Motion by Sougata Das, seconded by Ying Wang to **approve Group 5 on first reading.**

Heather Thompson-Bahm, Business, Construction & Energy Technology, noted that these programs have been updated to include pathways that lead to both the College of Business programs and the Health Administration program. The programs have been cleaned up a bit and the electives have been made clearer.

They also have two AS program in Human Resources. Above is the former “COB Articulated Emphasis” which has been renamed. Students will also be able to articulate to both the COB and Health Administration. The other program, the Human Resources

General Applied Emphasis Associate of Science Program of Study, will be placed on moratorium. That paperwork has not yet been completed.

- Motion carried.

- Motion by Elaine Westbrook, seconded by Ying Wang to **waive second reading of Group 5.**

- Motion carried.

It was agreed Group 5 will go to the Senate as action items.

Group 6		
ARTZ 284: Photo I-Techniques Processes	Edited	11/18/2021
ARTZ 384: Photo II-Thry,Crtcsm,Practice	Edited	11/18/2021

- Motion by Ying Wang, seconded by Elaine Westbrook to **approve Group 6 on first reading.**

Keeara Rhoades, Art, noted these changes update the description and outcomes so that students first learn digital photography before moving to dark room photography. We are one of the few colleges that still have a dark room!

- Motion carried.

- Motion by Sougata Das, seconded by Elaine Westbrook to **waive second reading of Group 6.**

- Motion carried.

It was agreed Group 6 will go to the Senate as consent items.

Group 7		
HSTR 101: Western Civilization I	Deleted	11/18/2021
HSTR 159: World History to 1500 CE	Added	11/18/2021
HSTR 160: Modern World History	Added	11/18/2021

- Motion by Ying Wang, seconded by Sougata Das to **approve Group 7 on first reading.**

Keith Edgerton, History, stated that they are really only changing the name of what was Western Civ. The courses will now be World History, which is much more in keeping with professional practices and other History programs. Bozeman already had HSTR 160, so MSUB will be creating a new, unique course in HSTR 159. The learning outcomes of these courses won't change.

- Motion carried.

- Motion by Elaine Westbrook, seconded by Sougata Das to **waive second reading of Group 7.**

- Motion carried.

It was agreed Group 7 will go to the Senate as action items.

Group 8		
Communication Arts Media Studies Option Bachelor of Arts Degree	Edited	11/18/2021
Communication Arts Minor	Edited	11/18/2021
Communication Arts Organizational Communication Option Bachelor of Arts Degree	Edited	11/18/2021
Public Relations Bachelor of Science Degree	Edited	11/18/2021
COMX 200: Exploring Comm Studies	Deleted	11/18/2021
COMX 300: Exploring Comm Studies	Added	11/18/2021
COMX 320: Prin of Organizational Comm	Edited	11/18/2021
COMX 330: Principles of Media Studies	Edited	11/18/2021
COMX 340: Visual Rhetoric	Edited	11/18/2021
COMX 341: Public Advocacy	Edited	11/18/2021
COMX 351: Principles of Public Relations	Edited	11/18/2021
COMX 400: Communication Theory	Edited	11/18/2021
COMX 401: Communication Law and Ethics	Edited	11/18/2021
COMX 414: Comm in Personal Relationships	Edited	11/18/2021
COMX 420: Issues in Organizational Comm	Edited	11/18/2021
COMX 424: Risk Crisis Comm	Edited	11/18/2021
COMX 426: Leadership and Communication	Edited	11/18/2021
COMX 431: New Media Skills	Edited	11/18/2021
COMX 434: Political Communication	Edited	11/18/2021
COMX 435: Media Criticism	Edited	11/18/2021
COMX 436: Pop Culture Cultural Studies	Edited	11/18/2021
COMX 438: Multicultural Mass Comm	Edited	11/18/2021
COMX 452: Issues in Public Relations	Edited	11/18/2021
COMX 456: Case Studies in Public Rltns	Edited	11/18/2021
COMX 460: Research Methods	Edited	11/18/2021
COMX 480: Health Communication	Edited	11/18/2021
COMX 481: Campaign Planning	Edited	11/18/2021
COMX 482: Gender, Media, and Society	Edited	11/18/2021
COMX 499: Capstone	Edited	11/18/2021

- Motion by Ying Wang, seconded by Elaine Westbrook to **approve Group 8 on first reading.**

Sam Boerboom, Communication, stated they hope to remove a barrier to completion, especially among transfer students in Communication. Those transfer students need more upper division courses to meet the degree requirements, so the Department is changing their core course, COMX 200, to COMX 300. This started a cascade of changes, since COMX 200 was a prerequisite for all their upper level courses. Other programs impacted by the change have been notified and are OK with it. The four undergraduate programs in Communication have all been updated as well.

It was noted that the Department does plan to update all their program outcomes.

- Motion carried.
- Motion by Elaine Westbrook, seconded by Sougata Das to **waive second reading of Group 8.**
- Motion carried.

It was agreed Group 8 will go to the Senate as consent items.

Group 9		
Music Performance Option Bachelor of Arts Degree	Edited	11/18/2021

- Motion by Elaine Westbrook, seconded by Sougata Das to **approve Group 9 on first reading.**

John Roberts, Music, noted that this major had 35 electives, so they have added more required courses, including ensembles and music technology. There are still 12 electives in the program.

- Motion carried.
- Motion by Ying Wang, seconded by Sougata Das to **waive second reading on Group 9.**
- Motion carried.

It was agreed Group 9 will go to the Senate as action items.

Group 10		
LIT 201: Intro to Literary Studies	Edited	11/18/2021
LIT 230: World Lit Survey	Edited	11/18/2021
LIT 317: Transatlantic Literature I	Edited	11/18/2021
LIT 318: Transatlantic Literature II	Edited	11/18/2021

LIT 327: Shakespeare	Edited	11/18/2021
WRIT 499: Thesis/Capstone: Portfolio	Edited	11/18/2021

- Motion by Ying Wang, seconded by Sougata Das to **approve Group 10 on first reading.**

Rachel Schaffer, English, Philosophy & Modern Languages, noted that these are all clean up, with changes to the prereqs for the capstone course that were holding students back.

- Motion carried.

- Motion by Ying Wang, seconded by Elaine Westbrook to **waive second reading of Group 10.**

- Motion carried.

It was agreed Group 10 will go to the Senate as consent items.

Group 11		
HTH 110: Personal Health and Wellness	Edited	11/22/2021

- Motion by Ying Wang, seconded by Elaine Westbrook to **approve Group 11 on first reading.**

Suzette Nynas, Health & Human Performance, stated that HTH 110 has been a Gen Ed course for some time, but they are improving the course. To address mental health concerns for our students and give them better coping skills, they are adding a corequisite course, either ACT or REC. The coreq would count as an elective, not in Gen Ed.

- Motion carried.

- Motion by Elaine Westbrook, seconded by Sougata Das to **waive second reading of Group 11.**

- Motion carried.

It was agreed Group 11 will go to the Senate as consent items.

Group 14		
College of Business Pre-Admission Business Core	Edited	11/24/2021
Business Administration Management Option Bachelor of Science Degree	Edited	11/24/2021
Business Administration Marketing Option Bachelor of Science Degree	Edited	11/24/2021
Business Administration Minor	Edited	11/24/2021

Business Administration Online General Business Option Bachelor of Science Degree	Edited	11/24/2021
Finance Minor	Edited	11/24/2021
BGEN 499: Capstone	Edited	11/23/2021
BMIS 311: Management Information Systems	Edited	11/23/2021

- Motion by Elaine Westbrook, seconded by Sougata Das to **approve Group 14 on first reading.**

Don Larsen, Business Administration, noted that they are cleaning up some wording in the catalog that has been incorrect for some time. All Business majors take the same Core, but the “pre-admission” courses were listed separately. Those courses have now been moved into the Core with the statement “Pre-admission courses that students must complete before being admitted to all 300- and 400-level courses with the exception of some upper-division accounting courses.” They also updated some prerequisites and course descriptions.

Finally, they also updated the language on the minors offered by the COB. They have had students with the marketing major, for example, also claim the marketing minor. So, they are adding language to all their minors to exclude those students. The Business Administration Minor will only be available to students outside the COB.

- Motion carried.

- Motion by Sougata Das, seconded by Elaine Westbrook to **waive second reading of Group 14.**

- Motion carried.

It was agreed Group 14 will go to the Senate as consent items.

The remaining items will be postponed to the next meeting.

The meeting adjourned at 5:25 p.m.

rjrm