

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** April 14, 2004

<b>Present:</b>	Dennis Nettiksimmons	Rachel Schaffer
	Tom Rust	Pat Holman
	Brian Gurney	Dixie Metheny
	Bruce Brumley	Tim Urbaniak
	Karen Everett	

<b>Absent:</b>	Lorrie Steerey – <i>excused</i>	Tom Hinthorne – <i>excused</i>
	James Nowlin – <i>excused</i>	Susan Gregory – <i>excused</i>
	Vern Gagnon – <i>excused</i>	

<b>Guests:</b>	Joe Michels	Elizabeth Tooley
	Craig McKenzie	Amy Beatty
	Barbara Zuck	John Cech
	Marlow Ockfen	



Tim Urbaniak called the meeting to order at 4:00 p.m. on Wednesday, April 14, 2004, in room 122 of the CEHS building.

The March 31 meeting minutes were accepted as presented.

### I. ITEMS – FIRST READING

**Item 46** AAS Degree in Application Development. New program of study.

**Item 46.a** CST 110 Applied Basic Programming Concepts Using Visual Basic .NET. New course.

**Item 46.b** CST 111 Applied Intermediate Programming Concepts Using Visual Basic .NET. New course.

**Item 46.c** CST 112 Applied Microsoft SQL Server. New course.

**Item 46.d** CST 115 Introduction to Game Programming. New course.

**Item 46.e** CST 120 Applied Introduction to Java. New course.

**Item 46.f** CST 121 Applied Intermediate Java. New course.

**Item 46.g** CST 180 System Analysis and Design. Change number and prerequisites.

**Item 46.h** CST 210 Applied Advanced Visual Basic .NET Programming. New course.

**Item 46.i** CST 211 Visual Basic .NET Capstone Project. New course.

**Item 46.j** CST 217 Microsoft Certified Applications Developer Exam Preparation. New course.

**Item 46.k** CST 227 Sun Certified Java Programmer Exam Preparation. New course.

**Item 46.L** CST 231 Software Design and Documentation. New course.

**Item 46.m** CST 232 Applied Advanced Database Concepts. New course.

- Motion by Dixie Metheny, seconded by Bruce Brumley to **move Items 46, 46.a, 46.b, 46.c, 46.d, 46.e, 46.f, 46.g, 46.h, 46.i, 46.j, 46.k, 46.L, and 46.m as a group.**

- Motion carried.

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- Motion by Dixie Metheny, seconded by Bruce Brumley to **approve the Item 46 group.**

It was stated this is the first time the College of Business has seen this proposal, and it already offers many of these courses. This proposal states a new faculty member would need to be hired. Why not share resources and have COB faculty teach some of these courses? The computer labs could also be shared, if needed.

Dean Michels of the College of Business stated that Dr. Park, Provost, had asked him to attend this meeting and address these concerns. The COB is ready and willing to confer with the COT quickly and come back for the UCC's next meeting.

Dean Cech of the College of Technology noted that there is a rather restricted timeline on this project. This development has been funded by federal appropriations, and those funds have a strict timeline, including a fall start date for this program. He also noted that an AAS degree is designed to address the practical applications of the subject matter, not necessarily the theoretical level of a baccalaureate degree.

It was also noted that the COB did see this proposal in January, and at their suggestion the term "applied" was added to many of the courses to differentiate between this program and the COB.

- Motion by Pat Holman, seconded by Brian Gurney to **table the Item 46 group for one week, while the COB and COT collaborate on shared resources.**

- Motion carried.

**Item 45** AS Degree Program of Study in Applied Supervision. New program of study.

**Item 45.a** CTBU 166 Principles of Applied Supervision. New course.

**Item 45.b** CTBU 167 Organizational Leadership Applications. New course.

**Item 45.c** CTBU 266 Effective Work Groups. New course.

**Item 45.d** CTBU 267 Applied Organizational Planning. New course.

**Item 45.e** CTBU 268 Customer Service. New course.

- Motion by Pat Holman, seconded by Dixie Metheny to **move Items 45, 45.a, 45.b, 45.c, 45.d, and 45.e as a group.**

- Motion carried.

It was noted that there has been a great deal of collaboration on this degree, and it fits the target market well.

Amy Beatty, Fast Track Program Director, noted that this is not an online degree. Some courses are offered online, and some are hybrid courses where students participate both online and in the classroom. Dean Cech noted that this program can be offered entirely in class as well.

It was noted that some of the letters of support attached to the proposal seem to follow a template. Three of the letters have the same bullets listed. It was noted that those bullets were probably pulled from survey information that has circulated to many people.

- Motion by Pat Holman, seconded by Dixie Metheny to **approve the Item 45 group.**

- Motion carried.

- Motion by Dixie Metheny, seconded by Pat Holman to **waive second reading of the Item 45 group.**

- Motion carried.

**Item 47** AAS Degree in Computer Systems Technology. Modify an existing program.

**Item 47.a** CST 262 Implementing and Administering a Microsoft Windows 2000 Directory Services Infrastructure. Delete course.

**Item 47.b** CST 264 Designing Microsoft Windows 2000 Directory Services Infrastructure. Delete course.

**Item 47.c** CST 266 Designing Security for a Microsoft Windows 2000 Network. Delete course.

**Item 47.d** CST 263 Planning, Implementing, and Maintaining a Microsoft Windows Server 2003 Active Directory Infrastructure. New course.

**Item 47.e** CST 260 Implementing and Administering a Microsoft Windows 2000 Network Infrastructure. Change title and course description.

**Item 47.f** CST 268 Designing Microsoft Windows 2000 Networking Services Infrastructure. Change title and course description.

- Motion by Tom Rust, seconded by Rachel Schaffer to **move Items 47, 47.a, 47.b, 47.c, 47.d, 47.e, and 47.f as a group.**

- Motion carried.

It was noted that these changes are just updating titles for the most recent versions. It was cited that although changing titles every year can be cumbersome, it is a good marketing tool to have exactly what the student learns in the title of the course.

- Motion by Dennis Nettiksimmons, seconded by Bruce Brumley to **approve the Item 47 group.**

- Motion carried.

- Motion by Pat Holman, seconded by Bruce Brumley to **waive second reading of the Item 47 group.**

- Motion carried.

**Item 48** Human Resource Management Essentials Certificate. Modify and existing program.

**Item 48.a** AS Degree Program of Study in Human Resources – General Applied Emphasis. Modify and existing program.

**Item 48.b** AS Degree Program of Study in Human Resources – College of Business Articulated Emphasis. Modify and existing program.

**Item 48.c** Human Resource Management Certificate. Modify and existing program.

**Item 48.d** HR 284 Field Experience. Delete course.

**Item 48.e** HR 285 Collective Bargaining and Labor Relations. New course.

**Item 48.f** HR 282 Organizational Development. Change title.

- Motion by Pat Holman, seconded by Dixie Metheny to **move Items 48, 48.a, 48.b, 48.c, 48.d, 48.e, and 48.f as a group.**

- Motion carried.

It was noted that these courses are offered online and in the classroom for this degree. Karen Everett noted that the military is interested in degrees in Human Resources, which could be an excellent opportunity for MSU-B.

Barbara Zuck, Human Resources Instructor, noted that the one-credit field experience has been removed from the required courses in order to squeeze in a course on collaborative bargaining and labor relations. The field experience is now optional, and is arranged through Career Services. Adding the collective bargaining course was recommended by the program's advisory board as an important component that was not being covered by the current program.

It was noted that an AS degree can only have 60 required credits, but students may take more, such as the field experience.

It was noted that the three-credit COB accounting course, ACCT 233, could be substituted for the four-credit COT course, CTBU 101, thus allowing room for the one-credit field experience. A field experience is very valuable, especially in an online program, because it may be the only proof the instructor has that the students taking the course are who they say they are. It was noted that the COT accounting course is a much more slow-paced course, with plenty of in-class lab time. Many COT students need that, which the COB course does not offer.

It was noted that this is an AS degree, and is intended for transfer. Students coming out of this program are not prepared to enter the field except at entry-level. These students are really prepared for more schooling. This may be more of an advising issue.

- Motion by Dixie Metheny, seconded by Dennis Nettiksimmons to **approve the Item 48 group.**

- Motion failed: 0 for, 7 against

It was noted that the field experience course could be an elective.

- Motion by Pat Holman, seconded by Dixie Metheny to **approve Items 48.e and 48.f.**

- Motion carried.

- Motion by Rachel Schaffer, seconded by Dennis Nettiksimmons to **waive second reading of Items 48.e and 48.f.**

- Motion carried.

**Item 49** AAS and Certificate in Automobile Collision Repair and Refinishing Technology. Modify and existing program.

**Item 49.a** Certificate in Automobile Collision Repair Technology. Modify and existing program.

**Item 49.b** TRID 140 Automobile Sheet Metal and Structural MIG Welding. New course.

- Motion by Dixie Metheny, seconded by Bruce Brumley to **approve Items 49, 49.a, and 49.b.**

- Motion carried.

- Motion by Pat Holman, seconded by Bruce Brumley to **waive second reading of Items 49, 49.a, and 49.b.**

- Motion carried.

Next week the committee will discuss the Item 46 group, which was tabled at this meeting. It was noted that there may be some items forthcoming from the COB.

The meeting adjourned at 5:07 p.m.

rjrm