

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: November 29, 2006

Present: B.J. Harrold
Ernie Randolph
Mark Jacobson
Alan Christensen
Vern Gagnon
Cheri Johannes

Loretta Morgan
Joy Honea
Tim Wilkinson (for COB)
Cindy Dell
Trisha Biggs

Absent: Maggie McBride – *excused*
Barbara Wheeling – *excused*
Becky Richardson – *excused*

Brian Gurney – *excused*
Dixie Metheny – *excused*
Danielle Mues (student) – *excused*

Guests: Diane Duin

Deb Schaffer



Vern Gagnon called the meeting to order at 4:01 p.m. on Wednesday, November 29, 2006, in the Missouri room of the SUB.

The November 15 meeting minutes were accepted as presented.

I. ITEMS – SECOND READING

Item 28 ENGL 390 Peer Tutoring. Change prerequisites and course description.

- Motion by Tim Wilkinson, seconded by Joy Honea to **approve Item 28 on second reading.**

Deb Schaffer, English and Philosophy, stated that the changes to ENGL 390 are corrections to glaring errors. They do not have anything to do with the current situation in the Writing Lab. This fall the Writing Lab entered into an accreditation process to become certified by the College Reading & Learning Association (CRLA). Part of that process is certification for each tutor in the Lab. The worst case scenario, as a result of the accreditation process, would be deletion of ENGL 390 because English majors and minors would not be able to complete the certification process. This fall Dr. Schaffer began a pilot project where students could choose to enter the certification process for tutors. The certification includes five hours of meetings and online workshops and reading and response assignments. If students did not have the time to get certified, Student Opportunity Services can take on a few tutors per semester, and the certification would not be required for them. Students cannot enroll in ENGL 390 until Dr. Schaffer

explains their rights and responsibilities. This semester all of the students chose to become certified and work in the Writing Lab because the certification is seen as an accomplishment to put on a resume.

- Motion carried.

II. ITEMS – FIRST READING

Item 33 BS Major in Health Administration. Modification of an existing program.

Item 33.a HADM 210 Introduction to Health Care. Change title to Healthcare Mega Trends and change course description.

Item 33.b HADM 435 Health Law. Change title to Health Law and Ethics, change number to 335 and change course description and prerequisites. (online only course)

Item 33.c HADM 455 Rural/Frontier Health Care Delivery. Change course number to 355 and change course description.

Item 33.d HADM 460 Long Term Delivery. Change title to Long-Term Care Management, change course number to 360, and change course description. (online only course)

Item 33.e HADM 496 Cooperative Education/Internship. Change credits, prerequisites, and course description.

Item 33.f HADM 290 Internship. Delete course.

Item 33.g HADM 291 Independent Study. Delete course.

Item 33.h HADM 292 Seminar. Delete course.

Item 33.i HADM 296 Cooperative Education/Internship. Delete course.

Item 33.j HADM 310 Health Care Administration. Delete course.

Item 33.k HADM 307 Health Informatics. New course. (online only course)

Item 33.L HADM 405 Evidence in Research and Evaluation. New course. (online only course)

Item 33.m HADM 409 Aging in America and Long-Term Care. New course. (online only course)

Item 33.n HADM 422 Operations, Outcomes, and Quality. New course. (online only course)

Item 33.o HADM 425 Financial Management and Budgeting in Healthcare. New course. (online only course)

Item 33.p HADM 440 Managerial Epidemiology and the Public's Health. New course. (online only course)

Item 33.Q HADM 445 Managing Healthcare Organizations. New course. (online only course)

Item 33.r HADM 452 Case Management. New course. (online only course)

Item 33.s HADM 462 Supervision in Healthcare. New course. (online only course)

Item 33.t HADM 497 Capstone. New course. (online only course)

- Motion by Cindy Dell, seconded by B.J. Harrold to **approve Items 33, 33.a, 33.b, 33.c, 33.d, 33.e, 33.f, 33.g, 33.h, 33.i, 33.j, 33.k, 33.L, 33.m, 33.n, 33.o, 33.p, 33.Q, 33.r, 33.s, and 33.t on first reading.**

Diane Duin of the Health Administration Program stated that she is new this year, but prior to her arrival the Health Administration Program began certification through AUPHA, which is similar to accreditation. As the program currently exists, it will not pass certification. These changes will add a heavier emphasis on health administration and hope to create a manager who can improve health care processes. The Health Administration Program is fully online and makes use of many teacher/practitioners in the Billings area. There are currently about 40 students in the program and they will be carefully managed so they can complete the old program.

- Motion carried.

- Motion by Trisha Biggs, seconded by Ernie Randolfi to **waive second reading of Items 33, 33.a, 33.b, 33.c, 33.d, 33.e, 33.f, 33.g, 33.h, 33.i, 33.j, 33.k, 33.L, 33.m, 33.n, 33.o, 33.p, 33.Q, 33.r, 33.s, and 33.t.**

- Motion carried.

Item 27.b Minor in Coaching. Modification of an existing program.

Item 27.c Minor in Health Education. Modification of an existing program.

Item 27.d BS Major in Health & Human Performance Health Promotion Option. Modification of an existing program.

Item 27.e BS Major in Health & Human Performance Human Performance Option. Modification of an existing program.

Item 27.f HHP 249 Coaching Youth Sports. Change title to Foundations of Coaching and change course description.

Item 27.h HHP 345 Lifelong Leisure Team and Individual Sports. Delete course.

Item 27.j HHP 347 Elementary Health Enhancement Activities. Delete course.

Item 27.o HHP 301 Motor Control and Learning Lab. New course.

Item 27.p HHP 431 Exercise Physiology Lab. New course.

Item 27.Q HHP 464 Kinesiology and Biomechanics Lab. New course.

Item 27.v HHP 265 Foundations of Health Promotion. New course.

Item 27.w HHP 425 Health and Sexuality. New course.

Item 27.x HHP 432 Nutrition in Health and Human Performance. New course.

Item 27.y HHP 435 Health Aspects of Aging. New course.

Item 27.z HHP 100 Exercise Science for Healthy Living. Change title to Foundations of Exercise Science.

- Motion by Mark Jacobson, seconded by B.J. Harrold to **approve Items 27.b, 27.c, 27.d, 27.e, 27.f, 27.h, 27.j, 27.o, 27.p, 27.Q, 27.v, 27.w, 27.x, 27.y, and 27.z on first reading.**

Loretta Morgan noted that some of the Items in this package were delayed at the Teacher Education Committee. She stated that there seems to be no use for the Health Education Minor under No Child Left Behind, so they are expanding it. They are adding one hour of lab to many courses because students were already doing the lab and not getting credit

for it. They are also combining some two credit courses that currently students have to choose between. The teaching majors have the same changes.

Ernie Randolfi noted that these changes are mainly to stay in line with accreditation guidelines. The total credits remain the same. The Department did have the staffing all worked out until they recently learned they will be losing a faculty line that is half funded by the hospitals because we can't pay our half of the salary.

It was noted that we have a lot of nursing students who don't make it into nursing school come back to the Human Performance program.

- Motion carried.

It was noted that there is no one from the Sciences to talk about Items 23, 32, and 36. They will be postponed until next week.

The meeting adjourned at 4:45 p.m.

rjrm