

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: October 13, 2010

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| Present: | Carl Castles | Mark Jacobson |
| | Brian Gurney | Ying Wang |
| | Cheryl Young | Cindy Dell |
| | Vern Gagnon | Mick Ender |

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| Absent: | Gary Acton | Agnes Samples – <i>excused</i> |
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| Guests: | David Weiss | Jennifer Leonard |
| | Dixie Metheny | |



The meeting was called to order at 4:00 p.m. in the Missouri room.

The September 15 meeting minutes were accepted with changes.

I. ITEMS – FIRST READING

Item 13 BSBA Major in Business Administration Online General Business Option.
Modification of an existing program.

Item 13.a MGMT 472 Principles of fire Management. New course.

Item 13.b MGMT 473 Principles of Planning and Prevention. New course.

- Motion by Mark Jacobson, seconded by Brian Gurney to **approve Items 13 through 13.b on first reading.**

Jennifer Leonard, College of Business, stated that this program is being developed in conjunction with the College of Technology to create a 2+2 bachelor's program in Fire Science. The COB has taken out a few courses which the Fire Science students won't need, added an internship, and added two new courses in fire management. All other courses are already being taught by the COB, and the two new courses will be taught by Billings Fire Chief Paul Dextras online. Those new courses will be taught starting next year, but students can enter the program now and begin the business core.

There is no bachelor's program in the entire region, and over the last few months—with no advertising of the program—we have had 45 inquiries. We hope to have 40 students per year in this program, and that may be underestimating. The cost for this program is minimal and can be made up with the increased tuition dollars from additional students.

The question was raised as to whether there is anyone beyond Mr. Dextras who could teach the two new courses. Dr. Leonard responded that the courses are online, as is the entire program, so it's likely they could find a retired fire chief who would be interested in teaching.

- Motion carried.

- Motion by Mark Jacobson, seconded by Vern Gagnon to **waive second reading of Items 13 through 13.b.**

- Motion carried.

Item 16 MIS 330 Principles of Management Information Systems. Change prerequisite.

- Motion by Mark Jacobson, seconded by Vern Gagnon to **approve Item 16 on first reading.**

Dr. Leonard noted that students need some computer skills as they move into this course, so this change adds CAPP 131 Basic MS Office as a prerequisite.

- Motion carried.

- Motion by Mark Jacobson, seconded by Brian Gurney to **waive second reading of Item 16.**

- Motion carried.

Item 39 (2009-2010) EDU 381 Curriculum Theory and Design. Change prerequisite and course description.

Item 39.a (2009-2010) EDU 380 Introduction to Curriculum Planning/Practice. Change prerequisite and course description.

- Motion by Mark Jacobson, seconded by Cheryl Young to **approve Items 39 and 39.a on first reading.**

Dixie Metheny, College of Education, stated that these changes are due to students being held up trying to take these courses before admission to Teacher Education. Now, students will be able to take these courses before they enter the Teacher Education program, but the three prerequisite courses (which were part of the admission process anyway) are now listed as prerequisites.

- Motion carried.

- Motion by Brian Gurney, seconded by Mark Jacobson to **waive second reading of Items 39 and 39.a.**

- Motion carried.

Item 12 Teaching Licensure Option Secondary Majors Professional Core. Modification of an existing program.

Item 12.a EDU 354 Secondary Junior Field. New course.

Item 12.b EDU 380 Introduction to Curriculum Planning/Practice. Change credits from 3 to 2.

Item 12.c EDU 397G Methods: 5-12 Science. Change credits from 3 to 2, change corequisite, and change course description.

Item 12.d EDU 397H Methods: K-12 Art. Change credits from 4 to 3, change corequisite, and change course description.

Item 12.e EDU 397I Methods: K-12 Music. Change credits from 3 to 2, change corequisite, and change course descriptions.

Item 12.f EDU 497A Methods: 5-12 Social Studies. Change credits from 3 to 2 and change course description.

Item 12.g EDU 497B Methods: 5-12 Mathematics. Change credits from 3 to 2, change corequisite, and change course description.

Item 12.h EDU 497C Methods: K-12 Modern Language. Change credits from 3 to 2, change corequisite, and change course description.

Item 12.i EDU 497D Methods: 5-12 English. Change credits from 3 to 2, change corequisite, and change course description.

Item 12.j EDU 397GL Methods: 5-12 Science Lab. Delete course

Item 12.k EDU 397HL Methods: K-12 Art Lab. Delete course.

Item 12.L EDU 397IL Methods: K-12 Music Lab. Delete course.

Item 12.m EDU 497AL Methods: 5-12 Social Studies Lab. Delete course.

Item 12.n EDU 497BL Methods: 5-12 Mathematics Lab. Delete course

Item 12.o EDU 497CL Methods: K-12 Modern Language Lab. Delete course.

Item 12.p EDU 497DL Methods: 5-12 English Lab. Delete course.

- Motion by Vern Gagnon, seconded by Brian Gurney to **approve Items 12 through 12.p on first reading.**

Dr. Metheny stated that the faculty who teach the secondary methods courses noted that the secondary ed majors did not get the same amount of hours in the classroom as other ed majors. Each of the methods courses have an included lab component, but these hours did not add up to the 65 hours of classroom/field experience the other education majors have. As a result, the secondary education core has been reconfigured. The lab/field experience components of each methods course have been removed, resulting in the credit changes seen in Items 12.b through 12.i. The accompanying lab courses are also being deleted, Items 12.j through 12.p. The courses being deleted are, in fact, just a part of Banner and not actually real courses listed in the catalog, so this change will clear up some confusion. These credits are then moved into a new, required junior field course (EDU 354) which will meet the 65 hours the other ed majors were taking. Dr. Metheny will pilot the new EDU 354 in Spring 2011. This course will be like a “pre-student teaching” course because the students will not be in the classroom all day like the later student teaching course.

- Motion carried.

-Motion by Vern Gagnon, seconded by Mark Jacobson to **waive second reading of Items 12 through 12.p.**

- Motion carried.

Item 15 COMT 326 New Technology and Communication. Delete course.

Item 15.a BA Major in Communication Arts Mass Communication Option. Modification of an existing program.

Item 15.b BA Major in Communication Arts Organizational Communication Option. Modification of an existing program.

Item 15.c BS Major in Public Relations. Modification of an existing program.

- Motion by Vern Gagnon, seconded by Mark Jacobson to **approve Items 15, 15.b and 15.c on first reading.**

David Weiss, Communication and Theatre, stated that COMT 326 was first started 10-15 years ago, and it has become obsolete. The content is covered in almost every other communication course, so it is no longer necessary. Items 15.b and 15.c simply remove the course from the list of restricted electives. There are no staffing changes associated with this, and this will result in better use of part-time faculty. Item 15.b also removes an inappropriate course from the Organizational Communication Option and adds the capstone course so all communication majors will now be required to take the capstone. This corrects an earlier oversight in the Organizational Communication Option.

- Motion carried.

- Motion by Brian Gurney, seconded by Cheryl Young to **waive second reading of Items 15, 15.b and 15.c.**

- Motion carried.

- Motion by Vern Gagnon, seconded by Cheryl Young to **approve Item 15.a on first reading.**

Dr. Weiss noted that this program change basically divides the required courses into different groups and moves some courses around. The impetus behind this change was mainly an issue of students not having the chance to take required courses due to schedule rotations. Some courses, which had been electives but have become more important parts of the program, will now be moved to requireds, and some of the required courses which students had difficulty taking because of scheduling will now be in the lists of restricted electives. These changes make it easier for students to take higher-level courses. The total credits for the major remain unchanged.

- Motion carried.

- Motion by Cheryl Young, seconded by Brian Gurney to **waive second reading of Item 15.a.**

- Motion carried.

The next meeting will be in two weeks.

The meeting adjourned at 4:55 p.m.

rjrm