

**Undergraduate Curriculum Committee
Meeting Minutes
August 23, 2018
UCC 222**

Members Present: Lisa Driskell, Eric Elliott, Sean Flanigan, Keith Fritz, Ann Gillies, Lucy Graham, Geoffrey Gurka, Jennifer Hancock, Glen Hoff, Sarah Lanci, Sam Lohse, Denise McKenney, John Seebach, and Jill Van Brussel.

Ex-officio members present: Maggie Bodyfelt, Morgan Bridge, Janel Davis, Jeff Grossman, and Johanna Varner.

Recording Secretary: Emily Dodson

Chair Driskell called the meeting to order at 3:35.

I. Introductions

The committee members introduced themselves. New members include Gillies and Seebach. Returning members include Driskell, Elliot, Flanigan, Fritz, Graham, Gurka, Hancock, Hoff, Lanci, Lohse, McKenney, and Van Brussel.

II. Unfinished Business

A. Approval of the 2017-2018 Undergraduate Curriculum Committee Annual Report

Chair Driskell re-introduced the 2017-2018 UCC Annual Report. Dodson noted that some revisions were received over the summer. **Motion: To approve the 2017-2018 UCC Annual Report (Gurka/Flanigan).** No further discussion. **Motion unanimously carried to approve the 2017-2018 UCC Annual Report.** The final version of this report is presented beginning on page 4.

III. Ex-Officio Reports

- A. Assistant Vice President of Academic Affairs for Assessment and Accreditation
 - i. No updates.
- B. Registrar's Office
 - i. Bodyfelt introduced the committee to Davis. Davis is the new Academic Scheduling Manager and will handle academic scheduling related curriculum duties.
- C. Financial Aid
 - i. No updates.
- D. Library
 - i. No updates.

- E. Catalog Description Reviewer
 - i. Varner reminded the committee to submit course descriptions for review when preparing proposals for course modifications in which the description is modified as well as for all course additions.
- F. Essential Learning
 - i. No updates.

IV. Curriculum Proposals

No curriculum proposals are entertained at the August meeting. Chair Driskell noted that the committee may anticipate proposals to review for the September 27th meeting.

V. Information Items

A. Review of Committee Resources

Committee resources were presented, including the UCC webpage, curriculum forms and manuals webpage, Curriculum Policies and Procedures Manual, 2018-2019 Curricular Change Forms, UCC Dates and Deadlines Calendar, and CMU Catalog. The committee was reminded that the Undergraduate Curriculum Committee and the Program Sheets for Curriculum Program Modifications folders on the R drive contain important resources.

Chair Driskell noted that changes approved by UCC in April of 2018 for the 2018-2019 Curriculum Policies and Procedures Manual were also approved by Faculty Senate. These are now reflected in the manual, and a full list of the changes can be found in the minutes from the April, 12, 2018 UCC meeting.

Chair Driskell reminded the committee that **a new curricular proposal form should be downloaded for each proposal.** Editing forms that have already been filled out creates issues for both the user and for adding the proposal to the database. She also noted that the Program Addition Revenue Form should be submitted with all program addition proposals. Finally, it was mentioned that the PTO Curricular Exceptions Form is available and should be used by all active programs with PTO status that are proposing requirement exceptions as well as by active programs seeking approval for PTO classification.

Dodson informed the committee that no exceptions will be made to the posted proposals deadlines as these align with catalog production deadlines. She also showed the committee how to view as well as print or download program sheets in the new CMU Catalog. While program sheet PDFs are still available this year, these will only be found in the catalog starting in 2019-2020.

B. Curriculum Processes

Chair Driskell provided an overview of the overall curriculum proposal process. More details can be found in the Curriculum Policies and Procedures Manual.

Chair Driskell introduced the committee to the 2018-2019 UCC Responsibilities Guidelines. Members have until September 7th to sign up for a review responsibility category. These guidelines are presented beginning on page 40.

IV. New Business

A. Essential Learning Subcommittee Minutes, 5/2/2018

Chair Driskell presented the Essential Learning Subcommittee meeting minutes from May 2, 2018. **Motion: To approve the Essential Learning Subcommittee meeting minutes from May 2, 2018 and the proposals within these minutes (Flanigan/Elliot).** No further discussion. **Motion unanimously carried to approve the Essential Learning meeting minutes from May 2, 2018.** These minutes are presented beginning on page 45.

Adjournment:

With no objections from the committee, Chair Driskell adjourned the meeting at 4:13.

Respectfully submitted by Emily Dodson, August 24, 2018.



Undergraduate Curriculum Committee Year End Report 2017-18

Approved: August 24, 2018

The year-end report contains information items and course and program changes approved during the 2017-18 academic year.

2017-18 Undergraduate Curriculum Committee Year-End Report

2017-18 Membership

Department	Member	Term
Art and Design	Mr. Eric Elliott	Spring 2019
Biological Sciences	Dr. Steve Werman (Fall 2017); Dr. Denise McKenney (Spring 2018)	Spring 2020
Business	Dr. Geoffrey Gurka	Spring 2018
Computer Science, Mathematics, and Statistics	Dr. Lisa Driskell	Spring 2020
Engineering	Dr. Scott Kessler (Fall 2017); Ms. Sarah Lanci (Spring 2018)	Spring 2019
Health Sciences	Dr. Lucy Graham	Spring 2020
Kinesiology	Dr. Keith Fritz	Spring 2020
Languages, Literatures, and Mass Communication	Dr. Jennifer Hancock	Spring 2020
Music	Dr. Sean Flanigan	Spring 2019
Physical and Environmental Sciences	Dr. Sam Lohse	Spring 2020
Social and Behavioral Sciences	Dr. Eliot Jennings	Spring 2018
Teacher Education	Dr. Cynthia Chovich	Spring 2018
Theater	Ms. Jillian Van Brussel	Spring 2019
Western Colorado Community College	Mr. Glen Hoff	

Officers

Chair: Dr. Scott Kessler (Fall 2017); Dr. Lisa Driskell (Spring 2018)
 Vice Chair: Dr. Lisa Driskell (Fall 2017); Dr. Jennifer Hancock (Spring 2018)

Ex-Officio Positions

Vice President of Academic Affairs (VPAA)	Dr. Cynthia Pemberton
Designee for VPAA	Dr. Kurt Haas
Faculty Senate President	Mr. Josh Butler
Registrar	Ms. Holly Teal
Designee for the Registrar	Ms. Maggie Bodyfelt
Director of Financial Aid	Mr. Curt Martin
Library Representative	Ms. Rose Petralia
Academic Schedule Coordinator	No Appointee
Catalog Description Reviewer	Dr. Johanna Varner
Essential Learning Subcommittee Chair	Dr. Doug O'Rourke
Student Representative	No Appointee

Recording Secretary, non-voting Ms. Emily Dodson (Academic Affairs)

Information and Business Items

August 24, 2017 Meeting

Introductions

Introductions were made. New members include Chovich, Graham, Lohse, and Werman. Returning members include Driskell, Elliot, Flanigan, Fritz, Gurka, Hancock, Hoff, Jennings, Kessler, and Van Brussel. Chair Kessler is now representing the new Department of Engineering.

Annual Report Review

Chair Kessler introduced the 2016-17 UCC Combined Curriculum Annual Report. Motion: To approve the 2016-17 Combined Curriculum Committee Annual Report (Werman/Gurka). Discussion included a correction from Gurka, who noted that the course listed on page 11 as BUGB 309 should actually be listed as CISB 309. Gurka also noted two program sheet corrections, one on the BAS in Computer Information Systems sheet and on the BBA in Business Administration-Emerging Markets sheet. Motion carried to approve the 2016-17 Combined Curriculum Committee Annual Report with the noted correction.

Committee Resources Review

Chair Kessler and Dodson showed the committee where to find the Curriculum Policies and Procedures Manual and proposal forms for 2017-18. Dodson noted that 2017-18 proposal forms are almost complete and encouraged the committee to proceed with 2016-17 forms until new forms are made available. Vice-Chair Driskell reminded the committee to download a new form for each proposal. Chair Kessler also mentioned that program sheets are available on the shared drive.

Committee Processes

Chair Kessler discussed the buddy system review process used by the committee in 2016-17, where new committee members were paired with seasoned members to assist with proposals. There was agreement that this system was not working. Instead, Chair Kessler, Vice-Chair Driskell, and Dodson encouraged committee members to submit proposals to them for review prior to final submission.

Haas reported that the Financial and Administrative Services Office will be piloting a revised Projected Expense and Revenue Estimates table for new program proposals. This will be piloted Page 2 of 3 in 2016-17 with possible submission to Faculty Senate as a proposed change to the 2017-18 form.

Teal informed the committee that the Registrar's Office revised and reorganized major codes. These will only affect newly-declared students. Additionally, program titles in Banner were updated to match those listed on program sheets. This will allow for programs to reflect correctly in DegreeWorks and on transcripts.

Martin provided the committee with a revised Financial Aid Checklist for Adding New Programs. He reminded the committee that this part of the process is only for new programs and not new courses. It was also brought to the committee's attention that the first section of the form outlines what programs need to undergo this review process to determine financial aid eligibility and which programs are exempt.

September 28, 2017 Meeting

Announcements

Chair Kessler notified the committee that the 2017-18 proposal forms are now available online. He encouraged committee members to use these for all in-progress proposals.

Chair Kessler informed the committee that errors were found in some of the 2017-18 program sheets. Should anyone find errors in a program sheet, they should inform Bodyfelt or Dodson. Bodyfelt has already caught many of the errors and is revising program sheets.

October 26, 2017 Meeting

Haas informed the committee the pilot expense and revenue form is now ready for use. This will now need to accompany all Program Addition proposals. The form will be available on the Manuals, Forms, and Instructions page.

November 19, 2017 Meeting

No information or business items.

December 14, 2017 Meeting

Werman informed the committee that he will not be serving in the spring, and Denise McKenney will instead represent Biological Sciences.

January 25, 2018 Meeting

Information Item

Haas informed the committee that a new Electrical and Computer Engineering partnership program with CU-Boulder was announced on January 24, 2018. With the late addition of this program, the committee may need to review and vote on late proposals to accommodate a launch of the program in Fall 2018.

Deactivation Update

Kinesiology elected to extend the deactivation of the BS in Athletic Training. The department will be required to submit a deletion or reactivation proposals for the program in Fall 2018. (Note: This program was subsequently deleted in February.)

February 22, 2018 Meeting

Committee Composition Changes and Vice Chair Election

Chair Driskell announced that Dr. Kessler has accepted the role of Acting Department Head of Engineering. As such, he is no longer able to serve as the Chair of UCC. Dr. Driskell agreed to change from her role as Vice-Chair to Chair for UCC for the remainder of the year.

Chair Driskell welcomed Sarah Lanci as the new representative for Engineering.

Chair Driskell called for nominations for vice-chair. Chair Driskell nominated Hancock. There were no other nominations. Chair Driskell motioned to elect Hancock for the seat and Fritz seconded the motion. Hancock was unanimously elected vice-chair.

Modification of Prior Approved Proposal

A modification was submitted for the previously approved BS in Health and Fitness Promotion. The only change made to the program was the replacement of “CSCI 100” with “CSCI 110 or a higher CSCI course” as an option to fulfill the BS requirement of three additional hours of mathematics, statistics, or computer science beyond the Essential Learning requirements. Gurka motioned to approve the modification and the program addition as presented in the revised program sheet. Lohse seconded the motion. The proposal was unanimously approved. Approval of this modification serves as both the approval of the modification and the addition of the program as presented in the revised program sheet.

March 8, 2018 Meeting

The committee discussed potential changes to the Curriculum Policies and Procedures Manual. Final decisions were postponed until the April 12, 2018 meeting to allow committee member to review areas of concern and prepare final input.

April 12, 2018 Meeting

A summary of the decisions made for changes to the Curriculum Policies and Procedures Manual for 2018-19 was presented and unanimously approved.

Chair Driskell reminded the committee the committee to review the annual report draft, have their department heads review the draft, and submit any changes to Dodson over the summer. The final version of the report will be reviewed and voted on at the first meeting for the 2018-19 academic year.

The 2018-19 UCC Dates and Deadlines Calendar was presented and unanimously approved.

Committee composition changes were reviewed. Vice-Chair Hancock nominated Chair Driskell to continue to serve as the chair for 2018-19, and Gurka seconded the nomination. There were no further nominations. Driskell was unanimously re-elected as Chair. Flanigan nominated

Vice-Chair Hancock to continue to serve as vice-chair for 2018-19, and Gurka seconded the nomination. There were no other nominations. Hancock was unanimously re-elected as Vice-Chair.

In lieu of minutes for the year, the Essential Learning subcommittee submitted a summary of changes discussed and approved for implementation in 2018-19. The changes to gtPathways designations was strictly informational. The Essential Learning Changes were unanimously approved.

Course and Program Changes

Proposal Overview

The Undergraduate Curriculum Committee reviews proposals related to 4-year degrees and certificates offered at the main campus, as well as proposals related to 2-year degrees and certificates offered at WCCC that have first been approved by the WCCC Curriculum Committee. The total number of proposals considered by the UCC during the 2017-18 academic year is shown in the following table:

Number of Undergraduate Curriculum Proposals, AY 17-18	
Proposal Type	Number
Course Addition	78
Course Deletion	45
Course Modification	119
Course Reactivation	0
Program Addition	18
Program Deletion	11
Program Modification	84
Program Reactivation	0
Total:	355

As shown in the below table, the majority of the total proposals for the year must be reviewed in a single meeting:

Number of Proposals Reviewed Per UCC Meeting, AY 17-18										
	Aug*	Sep	Oct	Nov	Dec	Jan	Feb**	Mar	Apr	Total
# of Proposals	0	6	84	11	26	123	74	15	16	355
* No proposals are reviewed at the August meeting.										
** Deadline for inclusion of program and course changes in the next AY Calendar										

Proposal Details

The listing of curriculum proposals approved during the 2017-18 academic year begins on the following page. The date in parenthesis (MM/DD/YY) indicates the date approved by the Undergraduate Curriculum Committee.

Undergraduate Curriculum Committee Proposal Report, 2017-18

Review version note: Not all dates have been added. Please review only to make sure that all proposals from your department are listed and that changes are correctly reflected.

Art and Design

Course Addition

ARTA 421 Advanced Filmmaking
3 credit hours with 1 lecture hours 4 studio hours
Effective Fall 2018 (2/22/2018)

ARTH 331 History of the Moving Image
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

ARTS 375 Screen Printing II
3 credit hours with 1 lecture hours 4 studio hours
Effective Fall 2018 (2/22/2018)

ARTS 470 Advanced Lithography
3 credit hours with 1 lecture hours 4 studio hours
Effective Fall 2018 (2/22/2018)

Course Modification

ARTA 224 Principles of Film & Motion Design
Change prerequisite scheme to: ARTE 101 and ARTE 102
Effective Fall 2018 (2/22/2018)

ARTA 326 Digital Filmmaking
Change prerequisite scheme to: ARTA 223 and ARTA 225
Effective Fall 2018 (2/22/2018)

ARTA 327 Sound Principles & Production
Change prerequisite scheme to: ARTA 223 and ARTA 225
Effective Fall 2018 (2/22/2018)

ARTS 274 Printmaking: Intaglio and Relief
Change prerequisite scheme to: ARTE 101
Effective Fall 2018 (2/22/2018)

ARTS 370 Printmaking: Lithography
Change prerequisite scheme to: ARTE 151
Effective Fall 2018 (2/22/2018)

ARTS 371 Printmaking Workshop I
Change prerequisite scheme to: ARTS 270 or ARTS 274 or ARTS 370
Effective Fall 2018 (2/22/2018)

Program Modification

BFA Animation, Film, Photography and Motion Design: 3284
Program sheet revision
Effective Fall 2018 (2/22/2018)

Biological Sciences

Course Deletion

BIOL 102 Plant and Animal Biodiversity
Effective Fall 2018 (10/26/2017)

BIOL 102L Plant and Animal Biodiversity Laboratory
Effective Fall 2018 (10/26/2017)

BIOL 113 Outdoor Survival
Effective Fall 2018 (10/26/2017)

BIOL 203 Human Nutrition
Effective Fall 2018 (1/25/2018)

BIOL 337 Criminalistics
Effective Fall 2018 (10/26/2017)

BIOL 337L Criminalistics Laboratory
Effective Fall 2018 (10/26/2017)

BIOL 342 Histology
Effective Fall 2018 (10/26/2017)

BIOL 342L Histology Laboratory
Effective Fall 2018 (10/26/2017)

BIOL 426 Introduction to Electron Microscopy Laboratory
Effective Fall 2018 (10/26/2017)

BIOL 426L Introduction to Electron Microscopy
Effective Fall 2018 (10/26/2017)

Course Modification

BIOL 250L Introduction to Biology Laboratory-GTSC1

Change credit hours to: 1 credit hours with 2 lab hours

Change course catalog description to:

Major types of microorganisms with an emphasis on bacteria. Microbial taxonomy, structure, metabolism, genetics, and aspects of infectious disease and the immune host response. Three lecture hours and one two-hour laboratory per week.

Program sheet revision

Effective Fall 2018 (2/22/2018)

BIOL 341 General Physiology

Change prerequisite scheme to: BIOL 105 or BIOL 209 and junior or senior standing.

Effective Fall 2018 (2/22/2018)

BIOL 341L General Physiology Laboratory

Change prerequisite scheme to: BIOL 105 or BIOL 209 and junior or senior standing.

Effective Fall 2018 (2/22/2018)

BIOL 412 Ornithology

Change prerequisite scheme to: BIOL 208 and junior or senior standing or consent of instructor

Program sheet revision

Effective Fall 2018 (2/22/2018)

BIOL 412L Ornithology Laboratory

Change prerequisite scheme to: BIOL 208 and junior or senior standing or consent of instructor

Program sheet revision

Effective Fall 2018 (2/22/2018)

BIOL 413 Herpetology

Change prerequisite scheme to: BIOL 208 and junior or senior standing or consent of instructor

Effective Fall 2018 (2/22/2018)

BIOL 413L Herpetology Laboratory
Change prerequisite scheme to: BIOL 208 and junior or senior standing or consent of instructor
Effective Fall 2018 (2/22/2018)

BIOL 414 Aquatic Biology
Change title to: Freshwater Biology
Effective Fall 2018 (10/26/2017)

BIOL 414L Aquatic Biology Laboratory
Change title to: Freshwater Biology
Effective Fall 2018 (10/26/2017)

Program Modification

BS Biological Sciences-Biology: 3410
Program sheet revision
Effective Fall 2018 (10/26/2017 and 2/22/2018)

BS Biological Sciences-Cellular, Molecular, and Developmental Biology: 3414
Program sheet revision
Effective Fall 2018 (10/26/2017 and 2/22/2018)

BS Biological Sciences-Ecology, Evolution and Organismal Biology: 3409
Program sheet revision
Effective Fall 2018 (10/26/2017 and 2/22/2018)

Minor Forensic Science: M480
Program sheet revision
Effective Fall 2018 (2/22/2018)

Business

Course Addition

CISB 342 Data Mining and Visualization
3 credit hours with 3 lecture hours
Effective Fall 2018 (1/25/2018)

CISB 343 Big Data Analytics
3 credit hours with 3 lecture hours
Effective Fall 2018 (1/25/2018)

HMGY 370 Managing Quality Service
3 credit hours with 3 lecture hours
Effective Fall 2018 (1/25/2018)

Course Modification

ACCT 202 Principles of Managerial Accounting
Change prerequisite scheme to: ACCT 201
Effective Fall 2018 (1/25/2018)

ACCT 311 Advanced Managerial Accounting
Change prerequisite scheme to: ACCT 202
Effective Fall 2018 (1/25/2018)

ACCT 331 Cost Accounting
Change prerequisite scheme to: ACCT 202
Effective Fall 2018 (1/25/2018)

ACCT 392 Accounting Information Systems
Change prerequisite scheme to: ACCT 321
Effective Fall 2018 (1/25/2018)

CISB 205 Advanced Business Software
Change prerequisite scheme to: None
Effective Fall 2018 (1/25/2018)

CISB 210 Fundamentals of Information Systems
Change prerequisite scheme to: None
Effective Fall 2018 (1/25/2018)

CISB 241 Introduction to Business Analysis
Change prerequisite scheme to: MATH 113 or higher
Effective Fall 2018 (1/25/2018)

CISB 305 Solving Problems Using Spreadsheets
Change prerequisite scheme to: None
Effective Fall 2018 (1/25/2018)

CISB 306 Solving Problems Using Databases
Change prerequisite scheme to: None
Effective Fall 2018 (1/25/2018)

ECON 415 Econometrics
Change prerequisite scheme to: CISB 341 and ECON 201
Effective Fall 2018 (1/25/2018)

ECON 505 Advanced Econometrics
Change prerequisite scheme to: CISB 341 and ECON 201
Effective Fall 2018 (1/25/2018)

ENTR 450 Entrepreneurship
Change prerequisite scheme to: ACCT 201, MANG 201, MARK 231, FINA 301, and students choose either MARK 350 or CISB 341
Effective Fall 2018 (1/25/2018)

MANG 299 Internship
Change prerequisite scheme to: ACCT 201 and BUGB 211
Effective Fall 2018 (1/25/2018)

MANG 491 Business Strategy
Change prerequisite scheme to: ACCT 201, ACCT 202, BUGB 231, FINA 301, MANG 201, and MARK 231
Effective Fall 2018 (1/25/2018)

MARK 432 Advanced Marketing
Change prerequisite scheme to: MARK 231 and MARK 350 or CISB 341
Effective Fall 2018 (4/12/2018)

Course Deletion

CISB 400 Data Communications and Network Management
Effective Fall 2018 (1/25/2018)

MANG 341 Quantitative Decision Making
Effective Fall 2018 (1/25/2018)

Program Modification

AAS Hospitality Management: 1163
Program sheet revision
Effective Fall 2018 (1/25/2018)

BAS Business Administration: 3170
Program sheet revision
Effective Fall 2018 (1/25/2018)

BAS Computer Information Systems: 3167
Program sheet revision
Effective Fall 2018 (1/25/2018)

BAS Hospitality Management: 3163
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Business Economics: 3122
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Emerging Markets: 3172
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Energy Management/Landman: 3118
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Entrepreneurship: 3119
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Finance: 3125
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Hospitality Management: 3171
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Human Resource Management: 3128
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Insurance: 3169
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Management: 3126
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Managerial Informatics: 3168
Change program name to: Business Administration-Business Analytics
Program sheet revision
Effective Fall 2018 (1/25/2018)

BBA Business Administration-Marketing: 3127
Program sheet revision
Effective Fall 2018 (1/25/2018)

BS Accounting-General Accounting: 3104
Program sheet revision
Effective Fall 2018 (12/14/2017)

BS Accounting-Public Accounting: 3108
Program sheet revision
Effective Fall 2018 (12/14/2017)

BS Computer Information Systems: 3165
Program sheet revision
Effective Fall 2018 (1/25/2018)

Program Deletion

BBA Business Administration-Information Systems: 3123
Effective Fall 2018 (1/25/2018)

Business - CONM

Course Addition

CONM 462L Soil and Foundation Construction Laboratory
1 credit hours with 2 lab hours
Effective Fall 2018 (2/22/2018)

Course Modification

CONM 462 Soil and Foundation Construction
Change co-requisite scheme to: CONM 462L
Effective Fall 2018 (2/22/2018)

CONM 475 Construction Company and Financial Management
Change prerequisite scheme to: CONM 380 and FINA 301
Effective Fall 2018 (2/22/2018)

Program Modification

BS Construction Management: 3180
Program sheet revision
Effective Fall 2018 (2/22/2018)

Computer Science, Mathematics, and Statistics

Program Addition

Professional Cert Web Application Development
Effective Fall 2018 (1/25/2018)

Course Addition

CSCI 260 Introduction to Database
3 credit hours with 3 lecture hours
Effective Fall 2018 (1/25/2018)

Course Modification

CSCI 111 CS1: Foundations of Computer Science
Change prerequisite scheme to: CSCI 110 OR MATH 113
Effective Fall 2018 (1/25/2018)

CSCI 337 User Interface Design
Change prerequisite scheme to: CSCI 250 or CSCI 260
Effective Fall 2018 (1/25/2018)

STAT 241 Introduction to Business Analysis
Change prerequisite scheme to: MATH 113 or higher
Effective Fall 2018 (2/22/2018)

Education

Program Modification

BA Liberal Arts-Elementary Education, English: 3291

Program sheet revision

Effective Fall 2018 (2/22/2018)

BA Liberal Arts-Elementary Education, Mathematics: 3491

Program sheet revision

Effective Fall 2018 (2/22/2018)

BA Liberal Arts-Elementary Education, Social Science: 3791

Program sheet revision

Effective Fall 2018 (2/22/2018)

Engineering

Course Modification

ENGR 224 Materials Science

Change prerequisite scheme to: CHEM 151/151L and PHYS 131/131L

Program sheet revision

Effective Fall 2018 (2/22/2018)

ENGR 224L Materials Science Laboratory

Change prerequisite scheme to: CHEM 151/151L and PHYS 131/131L

Program sheet revision

Effective Fall 2018 (2/22/2018)

Program Modification

BS Mechanical Engineering Technology: 3453

Program sheet revision

Effective Fall 2018 (2/22/2018)

Health Sciences

Program Addition

AAS Nursing

Effective Fall 2018 (10/26/2017)

Course Addition

NURS 109 Introduction to Mental Health

2 credit hours with 2 lecture hours

Effective Fall 2018 (10/26/2017)

NURS 109L Introduction to Mental Health Laboratory

1 credit hours with 2 lab hours

Effective Fall 2018 (10/26/2017)

NURS 112 Basic Concepts of Pharmacology

2 credit hours with 2 lecture hours

Effective Fall 2018 (10/26/2017)

NURS 246 Pharmacological Concepts I

3 credit hours with 3 lecture hours

Effective Fall 2018 (10/26/2017)

NURS 247 Fundamentals of Nursing

3 credit hours with 3 lecture hours

Effective Fall 2018 (10/26/2017)

NURS 247L Fundamentals of Nursing Laboratory
2 credit hours with 4 lab hours
Effective Fall 2018 (10/26/2017)

NURS 248 Adult Concepts of Health I
4 credit hours with 4 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 248L Adult Concepts of Health I Laboratory
3 credit hours with 6 lab hours
Effective Fall 2018 (10/26/2017)

NURS 249 Pharmacological Concepts II
3 credit hours with 3 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 250 Health Assessment for Nurses
3 credit hours with 3 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 250L Health Assessment for Nurses Laboratory
1 credit hours with 2 lab hours
Effective Fall 2018 (10/26/2017)

NURS 251 Adult Concepts of Health II
5 credit hours with 5 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 251L Adult Concepts of Health II Laboratory
3 credit hours with 6 lab hours
Effective Fall 2018 (10/26/2017)

NURS 252 Mental Health Concepts in Nursing
3 credit hours with 3 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 252L Mental Health Concepts in Nursing Laboratory
2 credit hours with 4 lab hours
Effective Fall 2018 (10/26/2017)

NURS 253 Family Nursing Obstetrics and Pediatrics
4 credit hours with 4 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 253L Family Nursing Obstetrics and Pediatrics Laboratory
2 credit hours with 4 lab hours
Effective Fall 2018 (10/26/2017)

NURS 254 Leadership/Capstone
2 credit hours with 2 lecture hours
Effective Fall 2018 (10/26/2017)

NURS 254L Leadership/Capstone Laboratory
4 credit hours with 8 lab hours
Effective Fall 2018 (10/26/2017)

NURS 333 Basic Concepts of Pharmacology II
2 credit hours with 2 lecture hours
Effective Fall 2018 (10/26/2017)

Course Modification

NURS 101 Pharmacology Calculations

Change prerequisite scheme to: Admission into the Practical Nursing certificate program

Change co-requisite scheme to: NURS 112, NURS 106 & 106L, NURS 107 & 107L

Effective Fall 2018 (10/26/2017)

NURS 106 Adult Concepts I/ Pharmacology

Change title to: Adult Concepts I

Change credit hours to: 3 credit hours with 3 lecture hours

Change prerequisite scheme to: Admission into the Practical Nursing certificate program

Change co-requisite scheme to: NURS 101, NURS 112, NURS 106L, NURS 107 & 107L

Change course catalog description to:

Application of nursing concepts, skills, critical thinking, & assessment in caring for a variety of clients in various health care settings.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 106L Adult Concepts I/ Pharmacology Laboratory

Change title to: Adult Concepts I Laboratory

Change prerequisite scheme to: Admission into the Practical Nursing certificate program

Change co-requisite scheme to: NURS 101, NURS 112, NURS 106, NURS 107 & 107L

Change course catalog description to:

Application of nursing concepts, skills, critical thinking, & assessment in caring for a variety of clients in various health care settings.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 107 Foundations of Nursing

Change prerequisite scheme to: Admission into the Practical Nursing certificate program

Change co-requisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107L

Effective Fall 2018 (10/26/2017)

NURS 107L Foundations of Nursing Lab

Change prerequisite scheme to: Admission into the Practical Nursing certificate program

Change co-requisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107

Effective Fall 2018 (10/26/2017)

NURS 117 Obstetrics and Pediatrics

Change prerequisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107 & 107L

Change co-requisite scheme to: NURS 117L, NURS 156, NURS 172 & 172L, NURS 109 & 109L

Effective Fall 2018 (10/26/2017)

NURS 117L Obstetrics and Pediatrics Laboratory

Change prerequisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107 & 107L

Change co-requisite scheme to: NURS 117, NURS 156, NURS 172 & 172L, NURS 109 & 109L

Effective Fall 2018 (10/26/2017)

NURS 156 Socialization into Practical Nursing

Change prerequisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107 & 107L

Change co-requisite scheme to: NURS 117 & 117L, NURS 172 & 172L, NURS 109 & 109L

Effective Fall 2018 (10/26/2017)

NURS 172 Adult Concepts II/Mental Health

Change title to: Adult Concepts II

Change credit hours to: 3 credit hours with 3 lecture hours

Change prerequisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107 & 107L

Change co-requisite scheme to: NURS 117 & 117L, NURS 156, NURS 172L, NURS 109 & 109L

Change course catalog description to:

Application of clinical practicum to apply nursing theory in medical surgical nursing using the nursing process to assist clients with more complex health care needs.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 172L Adult Concepts II/Mental Health Lab

Change title to: Adult Concepts II Lab

Change credit hours to: 3 credit hours with 6 lab hours

Change prerequisite scheme to: NURS 101, NURS 112, NURS 106 & 106L, NURS 107 & 107L

Change co-requisite scheme to: NURS 117 & 117L, NURS 172, NURS 109 & 109L, NURS 156

Change course catalog description to:

Application of clinical practicum to apply nursing theory in medical surgical nursing using the nursing process to assist clients with more complex health care needs.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 318 Health Assessment and Promotion

Change prerequisite scheme to: Admission into the LPN-BSN program

Change co-requisite scheme to: NURS 318L, NURS 329, NURS 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 318L Health Assessment and Promotion Lab

Change prerequisite scheme to: Admission to the LPN-BSN program

Change co-requisite scheme to: NURS 318, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 329 Advanced Adult Health I/Pharmacology

Change title to: Advanced Adult Health I

Change credit hours to: 3 credit hours with 3 lecture hours

Change prerequisite scheme to: Admission into the LPN-BSN program

Change co-requisite scheme to: NURS 318 & 318L, NURS 329L, NURS 333, NURS 400

Change course catalog description to:

Exploration of the registered professional nurse as care provider, teacher, manager, professional, and advocate in meeting the nursing care needs of adults across the life span.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 329L Advanced Adult Health I/Pharmacology Laboratory

Change title to: Advanced Adult Health I Lab

Change prerequisite scheme to: Admission to the LPN-BSN program

Change co-requisite scheme to: NURS 318 & 318L, NURS 329, NURS 333, NURS 400

Change course catalog description to:

Exploration of the registered professional nurse as care provider, teacher, manager, professional, and advocate in meeting the nursing care needs of adults across the life span.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 400 Nursing Research

Change prerequisite scheme to: Admission to LPN-BSN program

Change co-requisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333

Effective Fall 2018 (10/26/2017)

NURS 410 Public and Population Health

Change title to: Population Health Nursing

Change course catalog description to:

Exploration of theoretical basis for community and population health and the role of the nurse. Exploration of microsystems, applications of transitions of care, financing concepts in the community setting, and analysis of the health of populations. Emphasis on health promotion, disease prevention, using epidemiology, environmental health, health policy,

aggregates, systems, populations, community assessment, and community interventions.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 410L Public and Population Health Laboratory

Change title to: Population Health Nursing Practice Experience

Change course catalog description to:

Application of theory in practice with diverse populations and aggregates in the community to achieve an optimum level of wellness. Emphasis on health disparities, cultural diversity, social justice, and health laws and policies related to population vulnerability throughout the life course. Exploration of the continuum of outpatient care in home health and collaboration with community services.

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 421 Population Health

Change prerequisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 421L Population Health Lab

Change prerequisite scheme to: NURS 318 & 318L, NURS 329, 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 426 Nursing Research and Evidence-based Practice I

Change title to: Nursing Research and Evidence-Based Practice

Change prerequisite scheme to: MATH 110 or higher and STAT 200

Program sheet revision

Effective Fall 2018 (10/26/2017)

NURS 427 Mental Health

Change prerequisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 427L Mental Health Lab

Change prerequisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 429 Adult Health II

Change prerequisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 429L Adult Health II Lab

Change prerequisite scheme to: NURS 318 & 318L, NURS 329 & 329L, NURS 333, NURS 400

Effective Fall 2018 (10/26/2017)

NURS 430 Leadership for the RN

Change prerequisite scheme to: Admission to RN-BSN program and NURS 426

Effective Fall 2018 (10/26/2017)

NURS 430L Leadership for the RN Laboratory

Change prerequisite scheme to: Admission to the RN-BSN program and NURS 426

Effective Fall 2018 (10/26/2017)

NURS 432 Capstone Leadership for the RN

Change prerequisite scheme to: NURS 300, NURS 320/320L, NURS 408, NURS 409, NURS 410/410L, NURS 418, NURS 426, and NURS 430/430L.

Program sheet revision

Effective Fall 2018 (10/26/2017)

Course Deletion

NURS 422 Nursing in the Community
Effective Fall 2018 (10/26/2017)

NURS 422L Nursing in the Community Lab
Effective Fall 2018 (10/26/2017)

NURS 428 Evidence Based Practice II
Effective Fall 2018 (10/26/2017)

Program Modification

BSN Nursing: 3611
Program sheet revision
Effective Fall 2018 (2/22/2018)

BSN Nursing-LPN to BSN: 3610
Change program name to: NA
Program sheet revision
Effective Fall 2018 (10/26/2017 and 2/22/2018)

BSN Nursing-RN to BSN: 3613
Program sheet revision
Effective Fall 2018 (10/26/2017)

Tech Cert Practical Nursing: 1612
Program sheet revision
Effective Fall 2018 (10/26/2017)

Program Deletion

AAS Registered Nurse (Inactive): 1611
Effective Fall 2018 (12/14/2017)

Kinesiology

Program Addition

BS Fitness and Health Promotion
Effective Fall 2018 (1/25/2018)

Course Addition

KINE 203 Human Nutrition
3 credit hours with 3 lecture hours
Effective Fall 2018 (1/25/2018)

Course Modification

KINE 405 Sports Nutrition
Change prerequisite scheme to: KINE 203 and KINE 303/303L
Effective Fall 2018 (1/25/2018)

KINE 420 Therapeutic Modalities
Change title to: Therapeutic Interventions
Change prerequisite scheme to: None
Program sheet revision
Effective Fall 2018 (1/25/2018)

Course Deletion

KINE 234 Prevention and Care of Athletic Injuries
Effective Spring 2019 (1/25/2018)

KINE 240 Introduction to Clinical Athletic Training
Effective Fall 2018 (1/25/2018)

KINE 252 Principles of Evaluation and Assessment
Effective Fall 2018 (1/25/2018)

KINE 253 Clinical Experiences in Athletic Training I
Effective Fall 2018 (1/25/2018)

KINE 367 Field Experiences in Athletic Training I
Effective Fall 2018 (1/25/2018)

KINE 368 Clinical Experiences in Athletic Training II
Effective Fall 2018 (1/25/2018)

KINE 373 Upper Body Injury Assessment
Effective Fall 2018 (1/25/2018)

KINE 374 Lower Body Injury Assessment
Effective Fall 2018 (1/25/2018)

KINE 378 Clinical Experiences in Athletic Training III
Effective Fall 2018 (1/25/2018)

KINE 410 Rehabilitative Exercises
Effective Fall 2018 (1/25/2018)

KINE 467 Field Experiences in Athletic Training II
Effective Spring 2019 (1/25/2018)

KINE 468 Clinical Experiences in Athletic Training IV
Effective Spring 2019 (1/25/2018)

KINE 478 Clinical Experiences in Athletic Training V
Effective Fall 2019 (1/25/2018)

Program Modification

BA Kinesiology-Adapted Physical Education: 3132
Program sheet revision
Effective Fall 2018 (1/25/2018)

BA Kinesiology-K-12 Education: 3137
Program sheet revision
Effective Fall 2018 (1/25/2018)

BS Exercise Science: 3138
Program sheet revision
Effective Fall 2018 (1/25/2018)

Minor Exercise Science: M104
Program sheet revision
Effective Fall 2018 (1/25/2018)

Prof Cert Personal Training: 1145
Program sheet revision
Effective Fall 2018 (1/25/2018)

Program Deletion

BA Kinesiology-Fitness and Health Promotion: 3149
Effective Fall 2021 (Students no longer admitted as of Fall 2018) (1/25/2018)

BS Athletic Training (Inactive): 3146
Effective Fall 2019 (Students no longer admitted as of Fall 2017) (2/22/2018)

LLMC - ENGL

Course Addition

ENGL 389 Screenwriting
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

Program Modification

BA English-Secondary Education: 3213
Program sheet revision
Effective Fall 2018 (2/22/2018)

BA English-Writing: 3215
Program sheet revision
Effective Fall 2018 (2/22/2018)

LLMC - FLAI

Course Addition

FLAI 111 First-Year Italian I
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

FLAI 112 First-Year Italian II
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

LLMC - FLAM

Course Addition

FLAM 111 First-Year Mandarin Chinese I
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

FLAM 112 First-Year Mandarin Chinese II
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

LLMC - FLAR

Course Addition

FLAR 111 First-Year Russian I
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

FLAR 112 First-Year Russian II
3 credit hours with 3 lecture hours
Effective Fall 2018 (2/22/2018)

LLMC - MASS

Course Modification

MASS 144 Multimedia Storytelling
Change course catalog description to:
Journalism-based techniques and methods for modern storytelling of accurately written

information through the use of the internet, video, and audio.
Effective Fall 2018 (2/22/2018)

MASS 213 Introduction to Media Writing and Reporting

Change prerequisite scheme to: MASS 140

Change course catalog description to:

Fundamentals of news gathering and reporting through a variety of media. Exploration of ethical and legal aspects of journalistic endeavors.

Effective Fall 2018 (2/22/2018)

MASS 251 Mass Media: Advertising and Promotion

Change prerequisite scheme to: MASS 140

Change course catalog description to:

Principles of media advertising and promotions. Considers research, analysis, strategy, advertising barriers, design, and perspective.

Effective Fall 2018 (2/22/2018)

MASS 261 Audio Announcing and Production

Change prerequisite scheme to: MASS 140

Effective Fall 2018 (2/22/2018)

MASS 310 Media Law and Ethics

Change course catalog description to:

Ethical principles and laws affecting media. Includes study and application of ethics and laws involved in print, broadcasting, and emerging media.

Effective Fall 2018 (2/22/2018)

MASS 313 Broadcast Journalism Reporting

Change course catalog description to:

Introduction to broadcast writing styles and history. Specific applications for radio, television, and internet. Emphasis on formatting, newsgathering, interviewing, and researching.

Effective Fall 2018 (2/22/2018)

MASS 315A Specialized Writing for Media: Science

Change course catalog description to:

Specialized writing about science for various media platforms.

Effective Fall 2018 (2/22/2018)

MASS 315B Specialized Writing for Media: Sports

Change course catalog description to:

Specialized writing about sports for various media platforms.

Effective Fall 2018 (2/22/2018)

MASS 315C Specialized Writing for Media: Health

Change course catalog description to:

Specialized writing about health for various media platforms.

Effective Fall 2018 (2/22/2018)

MASS 315D Specialized Writing for Media: Crime

Change course catalog description to:

Specialized writing about crime for various media platforms.

Effective Fall 2018 (2/22/2018)

MASS 317 Writing Opinion for Impact

Change course catalog description to:

Persuasive and insightful writing. Subjects include public issues, supporting beliefs, analysis, and documentation for targeted audiences through broadcast, print, and internet/web.

Effective Fall 2018 (2/22/2018)

MASS 350 Public Relations Concepts

Change course catalog description to:

Historical and theoretical approach to contemporary public relations with emphasis on the persuasion process and ethics, propaganda, and advertising techniques in mass media.

Effective Fall 2018 (2/22/2018)

MASS 352 Design and Editing for Print

Change title to: Print Design & Production for Editors

Change course catalog description to:

Various essential processes and duties editors face in preparing articles, graphics, and photos for print publication - including digital design and pre-press, typography, press-ready PDFs, CMYK offset printing, writing headlines and cutlines, and meeting all expectations in the printed final product. Adobe InDesign also is introduced and utilized.

Program sheet revision

Effective Fall 2018 (2/22/2018)

MASS 415 Advanced Media Writing and Reporting

Change course catalog description to:

In-depth journalism writing and reporting course. Focuses on the development of long-form journalism pieces, including magazine features, public affairs reporting, news analysis, and news investigations using public records and interviews. Emphasis on fair and accurate reporting and writing under deadline, with critical attention paid to law and ethics.

Effective Fall 2018 (2/22/2018)

MASS 417 Writing for Public Relations and Advertising

Change course catalog description to:

Emphasizes copywriting in public relations and advertising for organizations and agencies.

Effective Fall 2018 (2/22/2018)

MASS 441 Emerging Media

Change course catalog description to:

Experimentation with tools, techniques, and concepts of social and new media resulting in the creation of online content.

Effective Fall 2018 (2/22/2018)

MASS 442 Photojournalism II

Change course catalog description to:

Considers advanced skills necessary to capture and edit images to high aesthetic values, professionalism, news photography, photo illustration, creation of image portfolios for public display or potential employers, and use of image management software.

Effective Fall 2018 (2/22/2018)

MASS 450 Public Relations Campaigns

Change prerequisite scheme to: MASS 213

Effective Fall 2018 (2/22/2018)

MASS 452 Designing for Brand and Message

Change course catalog description to:

Publishing attractive and effective content. Includes designing print materials such as company newsletters, logos, brochures, magazines, as well as electronic publishing.

Effective Fall 2018 (2/22/2018)

MASS 494 Seminar, Theory and Research

Change title to: Seminar: Advanced Theory and Research

Change course catalog description to:

Capstone course. Examination and exploration of mass communication theories. Focus on research and its importance to media disciplines and industries.

Program sheet revision

Effective Fall 2018 (2/22/2018)

MASS 498 Senior Project Portfolio

Change course catalog description to:

Identification and preparation of projects that highlight Mass Communication skills, abilities, talents, and applications.

Effective Fall 2018 (2/22/2018)

MASS 499 Internship

Change course catalog description to:

Work in media industry positions.

Effective Fall 2018 (2/22/2018)

Course Deletion

MASS 297 Practicum

Effective Fall 2018 (2/22/2018)

Program Modification

BA Mass Communication-Media Strategies and Applications: 3256

Program sheet revision

Effective Fall 2018 (2/22/2018)

Music

Course Addition

MUSA 258 Introduction to Improvisation

1 credit hours with 2 lab hours

Effective Fall 2018 (4/12/2018)

MUSL 340 Instrumental Pedagogy and Literature

1 credit hours with .5 other hours

Effective Fall 2018 (4/12/2018)

Course Modification

MUSA 317 Orchestration

Change title to: Applied Orchestration and Arranging

Program sheet revision

Effective Fall 2018 (4/12/2018)

MUSA 337 Diction for Singers

Change title to: Singer's Diction 1: English and German

Change credit hours to: 1 credit hours with 2 lab hours

Change course catalog description to:

Study of the International Phonetic Alphabet (IPA) and its use in the pronunciation of lyric diction for English and German.

Program sheet revision

Effective Fall 2018 (4/12/2018)

MUSA 437 Advanced Diction: Romance Languages

Change title to: Singer's Diction 2: Italian and French

Change prerequisite scheme to: MUSA 337

Change course catalog description to:

Study of the International Phonetic Alphabet (IPA) and its use in the pronunciation of lyric diction for Italian and French

Program sheet revision

Effective Fall 2018 (4/12/2018)

MUSA 438 Advanced Diction: German and Russian

Change title to: Singer's Diction 3: Russian

Change prerequisite scheme to: MUSA 437

Change course catalog description to:

Study of the International Phonetic Alphabet (IPA) and its use in the pronunciation of lyric diction for Russian.

Effective Fall 2018 (4/12/2018)

Program Modification

BM Music Performance-Instrumental: 3285

Change program name to: N/A

Program sheet revision

Effective Fall 2018 (4/12/2018)

BM Music Performance-Keyboards: 3286

Program sheet revision

Effective Fall 2018 (4/12/2018)

BM Music Performance-Vocal: 3287

Program sheet revision

Effective Fall 2018 (4/12/2018)

BM Music with Elective Studies in Business: 3281

Change program name to: N/A

Program sheet revision

Effective Fall 2018 (4/12/2018)

BME Music Education K-12: 3282

Program sheet revision

Effective Fall 2018 (4/12/2018)

Minor Jazz Studies: M213

Program sheet revision

Effective Fall 2018 (3/8/2018)

Minor Music-Vocal: M211

Program sheet revision

Effective Fall 2018 (4/12/2018)

PES

Course Modification

PHYS 471 Computational Physics I

Change prerequisite scheme to: MATH 260 or MATH 236

Effective Fall 2018 (10/26/2017)

PES - GEOL

Program Modification

BS Geosciences-Environmental Geology: 3473

Program sheet revision

Effective Fall 2018 (2/22/2018)

BS Geosciences-Geology: 3472

Program sheet revision

Effective Fall 2018 (2/22/2018)

PES - GIST

Program Modification

Minor Geographic Information Science and Technology: M752

Program sheet revision

Effective Fall 2018 (2/22/2018)

SBS - ADAP

Program Addition

Professional Cert Addiction Studies

Effective Fall 2018 (12/14/2017)

Course Addition

ADAP 450 Addictions Assessment and Group Counseling

1 credit hours with 1 lecture hours

Effective Fall 2018 (12/14/2017)

Course Modification

ADAP 301 Foundations of Addiction Counseling

Change credit hours to: 1 credit hours with 1 lecture hours

Program sheet revision

Effective Fall 2018 (12/14/2017)

ADAP 350 Cultural and Ethical Issues in Addictions Treatment

Change credit hours to: 1 credit hours with 1 lecture hours

Program sheet revision

Effective Fall 2018 (12/14/2017)

ADAP 380 Pharmacology and Addictions

Change credit hours to: 1 credit hours with 1 lecture hours

Program sheet revision

Effective Fall 2018 (12/14/2017)

ADAP 401 Special Populations and Addictions

Change credit hours to: 1 credit hours with 1 lecture hours

Program sheet revision

Effective Fall 2018 (12/14/2017)

ADAP 420 Addiction Counseling Approaches

Change credit hours to: 1 credit hours with 1 lecture hours

Program sheet revision

Effective Fall 2018 (12/14/2017)

ADAP 499 Internship

Change credit hours to: 1-3 credit hours with 1-3 other hours

Change prerequisite scheme to: None

Program sheet revision

Effective Fall 2018 (12/14/2017)

Program Deletion

Minor Addiction Studies: M746

Effective Fall 2018 (with current students completing in Spring 2020) (12/14/2017)

SBS - ANTH**Program Addition**

BA Applied Anthropology and Geography

Effective Fall 2018 (1/25/2018)

SBS - ARKE**Course Addition**

ARKE 467 Archaeology Lab Methods

3 credit hours with 3 lecture hours

Effective Fall 2018 (1/25/2018)

ARKE 467L Archaeology Laboratory

1 credit hours with 2 lab hours

Effective Fall 2018 (1/25/2018)

Program Modification

Minor Archaeology: M725
Program sheet revision
Effective Fall 2018 (1/25/2018)

SBS - CRM**Program Modification**

Prof Cert Cultural Resource Management: 1710
Program sheet revision
Effective Fall 2018 (1/25/2018)

SBS - GEOG**Course Addition**

GEOG 341 GIS for Social Scientists
2 credit hours with 2 lecture hours
Effective Fall 2018 (1/25/2018)

GEOG 341L GIS for Social Scientists Lab
1 credit hours with 2 lab hours
Effective Fall 2018 (1/25/2018)

SBS - HIST**Course Modification**

HIST 342 Early American Republic
Change prerequisite scheme to: HIST 131
Effective Fall 2018 (1/25/2018)

HIST 360 Medieval Europe
Change prerequisite scheme to: HIST 101
Effective Fall 2018 (1/25/2018)

HIST 370 Early United States Women's History
Change prerequisite scheme to: HIST 131
Effective Fall 2018 (1/25/2018)

HIST 430 Ancient Mediterranean World
Change prerequisite scheme to: HIST 101
Effective Fall 2018 (1/25/2018)

Program Modification

BA History: 3716
Program sheet revision
Effective Fall 2018 (1/25/2018)

SBS - PSYC**Course Addition**

PSYC 408 Foundations of School Counseling
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/14/2017)

Course Modification

PSYC 435 Applied Social Psychology
Change prerequisite scheme to: PSYC 150 and junior or senior standing
Effective Fall 2018 (2/22/2018)

Program Modification

BA Psychology: 3726
Program sheet revision

Effective Fall 2018 (12/14/2017)

BA Psychology-Counseling Psychology: 3724

Program sheet revision

Effective Fall 2018 (12/14/2017)

SBS - SOCO

Course Addition

SOCO 323 Self and Society

3 credit hours with 3 lecture hours

Effective Fall 2018 (1/25/2018)

SOCO 345 Sociology of Sexuality

3 credit hours with 3 lecture hours

Effective Fall 2018 (1/25/2018)

SOCO 351 21st Century Families

3 credit hours with 3 lecture hours

Effective Fall 2018 (1/25/2018)

NOTE: The course number was changed from 350 to 351 post meeting. SOCO 350 was already used.

Course Modification

SOCO 144 Marriage and Families

Change course catalog description to:

Survey of patterns of marriage and family life in social context, with an emphasis on sociological explanations of family patterns and relevant policy implications.

Effective Fall 2018 (1/25/2018)

SOCO 202 Introduction to Sociological Inquiry

Change course catalog description to:

Orientation to the sociological major with a focus on introductory methods of sociological research. Preparation for writing and research requirements of upper-division sociology courses. Exploration of possible careers and marketing of skills after graduation.

Effective Fall 2018 (1/25/2018)

SOCO 264 Social Problems

Change course catalog description to:

Analysis of contemporary social problems from a sociological perspective, including the social construction of problems, theoretical explanations, and policy implications. Specific problems covered will vary but may include topics such as inequality along with problems in social institutions such as the economy, education, and the family.

Effective Fall 2018 (1/25/2018)

SOCO 303 Sociological Research Methods

Change course catalog description to:

Methods of sociological research, including practical application of quantitative methods to social science data, culminating in an individual research project.

Effective Fall 2018 (1/25/2018)

SOCO 310 Sociology of Religion

Change course catalog description to:

Examination of religious beliefs, practices, and organizations from a sociological perspective. Consideration also given to the intersection of religion with race, class, gender, and sexuality.

Effective Fall 2018 (1/25/2018)

SOCO 312 Social Movements

Change title to: Social Movements and Political Activism

Change course catalog description to:

Sociological study of historical and contemporary social movements and political activism.

Overview of the literature on social movement development, organization, participation and outcomes.

Effective Fall 2018 (1/25/2018)

SOCO 318 Sociology of Health and Illness

Change prerequisite scheme to: SOCO 260

Change course catalog description to:

Exploration of sociological perspectives relating to the definitions and experiences of health and illness. Overview of the literature on social inequalities in health and illness, cultural constructions of illness, social experiences of illness, and local and global health care systems.

Effective Fall 2018 (1/25/2018)

SOCO 320 Life Course Sociology

Change title to: Life Course and Aging

Change prerequisite scheme to: SOCO 260

Change course catalog description to:

Investigation of development and aging as lifelong processes situated in social context.

Exploration and application of a social scientific framework for understanding the interplay between human lives and social change.

Effective Fall 2018 (1/25/2018)

SOCO 325 Racial and Ethnic Relations

Change title to: Race and Ethnic Relations

Change course catalog description to:

Sociological analysis of race and ethnic relations in the United States both historically and

Effective Fall 2018 (1/25/2018)

SOCO 340 Sex and Gender

Change title to: Sociology of Gender

Change course catalog description to:

Investigation of sociological perspectives on gender, with an emphasis on the social construction of gender, gender inequality in social institutions, and patterns of gendered

Effective Fall 2018 (1/25/2018)

SOCO 400 Classical Social Theory

Change prerequisite scheme to: SOCO 260 and 6 credits in upper division SOCO

Effective Fall 2018 (1/25/2018)

Course Deletion

SOCO 331 Sociology of Aging

Effective Fall 2018 (1/25/2018)

Program Modification

BA Criminal Justice: 3706

Program sheet revision

Effective Fall 2018 (1/25/2018)

BA Sociology: 3728

Program sheet revision

Effective Fall 2018 (1/25/2018)

BAS Criminal Justice -Post Academy: 3701

Program sheet revision

Effective Fall 2018 (1/25/2018)

Minor Women's and Gender Studies: M705

Program sheet revision

Effective Fall 2018 (1/25/2018)

Theatre

Program Modification

Minor Speech: M260

Change program name to: Communication Studies

Program sheet revision

Effective Fall 2018 (1/25/2018)

WCCC CC Proposals Approved or Acknowledged by UCC

Each item is listed with two dates: the first is the date of approval by WCCC CC, and the second is the date of approval or acknowledgement by UCC.

Applied Business

Course Addition

ABUS 102 Business Basics

3 credit hours with 3 lecture hours

Effective Fall 2018 (11/7/2017; 12/14/2017)

ABUS 120 Digital Design Tools

3 credit hours with 4.5 other hours

Effective Fall 2018 (11/7/2017; 12/14/2017)

Program Modification

AAS Applied Business-Administrative Support: 1300

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

AAS Applied Business-Frontline Supervision: 1301

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

AAS Applied Business-Marketing Communications: 1302

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

Tech Cert (A-Man) Applied Business-Graphics Technology: 1103

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

Tech Cert (A-Man) Applied Business-Marketing Graphics: 1102

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

Tech Cert (A-Man) Applied Business-Office Technology: 1105

Program sheet revision

Effective Fall 2018 (11/7/2017; 12/14/2017)

Agriculture Science

Course Modification

AGRS 288 Livestock Practicum

Change credit hours to: 3 credit hours with 4.5 other hours

Change co-requisite scheme to: None

Program sheet revision

Effective Fall 2018 ()

Course Deletion

AGRS 288L Livestock Practicum Lab

Effective Fall 2018 (10/3/2017; 11/9/2017)

Program Modification

AAS Sustainable Agriculture: 1310
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017)

AS Agriculture Science: 2341
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017 *and* 1/16/2018; 2/22/2018)

Construction Technology

Program Deletion

AAS Construction Tech-Craft: 1371
Effective Fall 2018 (1/30/2018; 3/8/2018)

Tech Cert (A-Man) Construction Tech (Inactive): 1370
Effective Fall 2018 (1/30/2018; 3/8/2018)

Digital Filmmaking

Program Addition

AAS Digital Filmmaking: Production Design
Effective Fall 2018 (9/19/2017; 10/26/2017)

AAS Digital Filmmaking: Writing/Directing
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Applied Multimedia: Digital Filmmaking-Intermediate Production Design
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Digital Filmmaking: Basic Production Design
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Digital Filmmaking: Basic Writing/Directing
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Digital Filmmaking: Intermediate Writing/Directing
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Digital Filmmaking: Production Design Elements
Effective Fall 2018 (9/19/2017; 10/26/2017)

Technical Cert Digital Filmmaking: Writing/Directing Elements
Effective Fall 2018 (9/19/2017; 10/26/2017)

Course Addition

FILM 110 Film Expression
3 credit hours with 3 lecture hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 115 Cinema Design Tools
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 120 Film Script Analysis
3 credit hours with 3 lecture hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 125 Production Drawing & Design
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 130 Short-Form Screenwriting
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 135 Cinema Editing Aesthetics
3 credit hours with 3 lecture hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 140 Commercial & Corporate Production
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 143 Cinema Lighting
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 145 Commercial & Corporate Video Editing
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 150 Episodic Screenwriting
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 155 Commercial Audio Design
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 160 Cinema Previsualization
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 165 Cinema Production Design
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 170 Short-Form Production
4 credit hours with 6 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 175 Short-Form Video Editing
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 210 Cinema Production Management
3 credit hours with 3 lecture hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 220 Cinema Audio Design
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 225 Cinema Capstone I
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 226 Technical Capstone I
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 230 Episodic Production
4 credit hours with 6 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 240 Digital Cinematic Effects
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 250 Episodic Video Editing
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 260 Freelancing for Creatives
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 270 Cinema Capstone II
4 credit hours with 6 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

FILM 271 Technical Capstone II
3 credit hours with 4.5 other hours
Effective Fall 2018 (9/19/2017; 10/26/2017)

Early Childhood Education

Course Addition

EDEC 256 Working with Parents, Families, and Community Systems
3 credit hours with 3 lecture hours
Effective Fall 2018 (10/3/2017; 11/9/2017)

Program Modification

AA Liberal Arts-Early Childhood Ed: 2263
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017)

Gerontology

Program Addition

Technical Cert Gerontology: Activity Assistant
Effective Fall 2018 (12/5/2017; 1/25/2018)

Technical Cert Gerontology: Behavioral and Cognitive Care
Effective Fall 2018 (12/5/2017; 1/25/2018)

Technical Cert Gerontology: End of Life Care and Support
Effective Fall 2018 (12/5/2017; 1/25/2018)

AAS Gerontology Specialist
Effective Fall 2018 (1/16/2018; 2/22/2018)

Course Addition

GRNT 110 Introduction to Gerontology
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 125 Community Resources for Older Adults
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 131 Hospice Care
1 credit hours with 1.5 other hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 165 Activity Director Training
2 credit hours with 3 other hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 175 The Aging Mind
2 credit hours with 2 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 176 Cognitive Activity Design
2 credit hours with 3 other hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 177 Arts and Cognitive Activity Design
1 credit hours with 1.5 other hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 181 Exploring the Field of Aging
2 credit hours with 2 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 207 Ethics and Aging
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 220 Law and Ethics for Health Professions
2 credit hours with 2 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 233 Supporting End of Life
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 235 Introduction to Dementia Care
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 236 Dementia Care Practices
1 credit hours with 1.5 other hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 237 End of Life Therapies/Practices
1 credit hours with 1 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 240 Care and Service Coordination
3 credit hours with 3 lecture hours
Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 245 Health and Aging
3 credit hours with 3 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 247 Applied Legal and Policy Issues in Aging

3 credit hours with 3 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 250 Death: Cross-Cultural Perspectives

3 credit hours with 3 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 260 Technology for Aging Services

2 credit hours with 2 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 270 Neurology of Memory Loss

2 credit hours with 2 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 280 Management of Senior Living Communities

3 credit hours with 3 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 294 Gerontology Professional Seminar

1 credit hours with 1 lecture hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

GRNT 299 Gerontology Internship

3 credit hours with 3 other hours

Effective Fall 2018 (12/5/2017; 1/25/2018)

Multimedia Animation

Program Deletion

AAS Visual Communications-3D Animation Technology: 1393

Effective Fall 2018 (12/5/2017; 1/25/2018)

Medical Office Assistant

Course Addition

MOAP 147 Medical Terminology

4 credit hours with 4 lecture hours

Effective Fall 2018 (10/3/2017; 11/9/2017)

Course Deletion

OFAD 103 Keyboarding

Effective Fall 2018 (2/14/2017; 9/28/2017)

OFAD 147 Medical Terminology

Effective Fall 2018 (10/3/2017; 11/9/2017)

OFAD 244 Legal Office Procedures

Effective Fall 2018 (2/14/2017; 9/28/2017)

OFAD 248 Coding and Insurance Billing

Effective Fall 2018 (2/14/2017; 9/28/2017)

OFAD 253 Word Processing II

Effective Fall 2018 (2/14/2017; 9/28/2017)

OFAD 293 Cooperative Education
Effective Fall 2018 (2/14/2017; 9/28/2017)

Program Modification

AAS Medical Office Assistant: 1396
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017)

Tech Cert (A-M) Medical Office Assistant: 1158
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017)

Process System Technology

Program Deletion

AAS Process Systems Tech (Inactive): 1320
Effective Fall 2018 (1/30/2018; 3/8/2018)

Technology Integration

Program Deletion

Tech Cert (16 wk.) Tech Integration-Computer Technician: 1113
Effective Fall 2018 (9/19/2017; 10/26/2017)

Viticulture and Enology

Program Modification

AAS Viticulture and Enology: 1309
Program sheet revision
Effective Fall 2018 (10/3/2017; 11/9/2017)

Water Quality Management

Course Addition

WQMS 200 Hydraulics for Water Quality Management
4 credit hours with 6 other hours
Effective Spring 2018 (9/19/2017; 9/28/2017)

Wildland Fire Management

Course Modification

FSWM 278 Supervised Work Experience
Change credit hours to: 1-3 credit hours with
Effective Fall 2018 (3/6/2018; 4/12/2018)

FSWM 299 Internship
Change credit hours to: 1-3 credit hours with
Effective Fall 2018 (3/6/2018; 4/12/2018)

Program Modification

AAS Wildland Fire Management: 1363
Program sheet revision
Effective Fall 2018 (3/6/2018; 4/12/2018)

2018-2019 Undergraduate Curriculum Committee Responsibility Guidelines

With the intent of streamlining the proposal review process, these committee responsibility guidelines serve to delineate the:

- 1) Expectations for all committee members in this process.
- 2) Review responsibilities that shall be divided among committee members.

By identifying these expectations and responsibilities, it allows committee members to be engaged in the review process in a manner that is responsive to and respectful of committee members' multiple time commitments. The Executive Committee will continue to review proposals and request revisions prior to the full committee review.

I. Committee Member Groupings

a. Group A – Committee Members

- Eric Elliott | Art and Design
- Denise McKenney | Biological Sciences
- Geoffrey Gurka | Business
- Sarah Lanci | Engineering
- Lucy Graham | Health Sciences
- Keith Fritz | Kinesiology
- Sean Flanigan | Music
- Sam Lohse | Physical and Environmental Sciences
- John Seebach | Social and Behavioral Sciences
- Ann Gillies | Teacher Education
- Jill Van Brussel | Theatre Arts

b. Group B – Executive Committee and WCCC Representative

- Lisa Driskell, *Chair* | Computer Science, Mathematics, and Statistics
- Jennifer Hancock, *Vice-Chair* | Languages, Literature, and Mass Communications
- Glen Hoff | *Chair, Western Colorado Community College Curriculum Committee*
- Emily Dodson | *Secretary, non-voting* | Academic Affairs
- Maggie Bodyfelt | Registrar's Office Designee

II.

a. Responsibilities of all Voting Committee Members (Groups A & B):

1. Look over all proposals to determine whether your department is affected.
 - Examples: has a prerequisite been added or removed that will affect enrollment in your department's courses, is a new course similar to one that your department offers, etc.
2. Program Addition forms, review the following:
 - Justification etc. (item g on the form)
 - Relationship to existing programs (item h)
 - Justification for PTO (item m), if applicable
 - PTO exception form (additional document), if applicable
 - Academic integrity of program and value to institution/community

3. Program Modification forms, review the following:
 - Description of the modification(s) (item 1b)
 - Justification for the modification(s) (item 1c)
 - Academic integrity of program and value to institution/community
4. Program Deletion forms, review the following:
 - Justification for the deletion (item 1)
5. Course Addition forms, review the following:
 - Justification for the new course
6. Course Modification forms, review the following:
 - The table to determine the proposed modification(s)
 - Justification for the course modification(s)
7. Course Deletion forms, review the following:
 - Justification for the deletion

b. Review Responsibility Categories (Group A in prep for meeting review):

Committee members will sign up for one of the six responsibility categories below. Assignments will carry for the duration of one semester. At the beginning of the spring semester, members will be asked to sign up for a different category than the one selected in the fall. For those categories that require two reviewers, the responsibilities listed *will not be divided between the two reviewers*. Instead, both reviewers will complete all tasks listed. Any issues will be reported at the full committee meeting. As this process develops, the details within each responsibility category are subject to change.

- **Category 1:** Course Descriptions, SLOs, and Topical Outlines

This category needs two reviewers.

<u>Responsibilities</u>
Review catalog descriptions for course additions (and course modifications, if applicable). (curriculum manual: III.B)
Review SLOs for course additions (and course modifications, if applicable). (curriculum manual: III.C)
Review topical outlines for course additions (and course modifications, if applicable). (curriculum manual: III.D)
Review SLOs and course mapping for new programs (and program modifications, if applicable) (item 1.b on the program addition form and 1.d on the program modification form)
For program modifications, if the program has been significantly modified and/or if the SLOs have been modified, confirm that the correct documentation was sent to and reviewed by the AVPAA for Assessment and Accreditation.

- **Category 2:** Prerequisites, Co-Requisites, and Affected Programs

This category needs two reviewers.

<u>Responsibilities</u>
Review all course additions, modifications, and deletions for consistency and accuracy of prerequisite and co-requisite course listings.
Review the list of degree programs affected by the course additions, modifications, and deletions. Are program sheets included for each program? Is the course included/deleted/modified on the program sheet (e.g. change in credit hours)? Does a course addition introduce any hidden prerequisites to the program?

- **Category 3:** Instructional Activity, Revenue, and Pre-Approval Confirmation

This category needs one reviewer.

<u>Responsibilities</u>
Use table III-2 to verify consistency in credit hours, type of instruction, engagement minutes, student prep minutes, etc. for course additions (and course modifications if applicable).
Review the Program Addition Revenue form (tables) for each program addition.
For all new program proposals, reach out to the proposing departments' committee representatives to confirm that the correct documentation was sent to and reviewed by the AVPAA for Assessment and Accreditation, the Library Representative, and the Director of Financial Aid.
For each course addition, reach out the proposing departments' committee representatives to confirm that the correct information was sent to and reviewed by the Library Representative and the Course Description Reviewer. For course modifications in which the description is changed, confirm that the correct information was sent to the Course Description Reviewer.

- **Category 4:** Affected Departments

This category needs two reviewers.

<u>Responsibilities</u>	
Form	Task
Program Addition	Review item 3 - "Discuss the proposal with all departments affected by the program..." Is this appropriately addressed (cannot be blank)?
	Review item 6 - "Obtain departmental approval according to department-specific procedures." Reach out to the proposing departments' committee representatives to inquire as to which procedures were followed. Only report failures to follow department procedures to the committee.

Program Modification	Review item 2 - “Discuss the proposal with all departments that might be affected.” Is this appropriately addressed (cannot be blank)?
	Review item 3 - “Obtain departmental approval according to department-specific procedures.” Reach out to the proposing departments’ committee representatives to inquire as to which procedures were followed. Only report failures to follow department procedures to the committee.
Course Addition	Review whether the item “Discuss the proposal with all departments that might be affected by the proposal” is appropriately addressed (cannot be blank).
	Review the question regarding whether the course is a Duplication/Cross-Listing, Did they select a box? If yes was selected, is an explanation provided? (bottom of second page)
Course Modification	Review whether the item “Discuss the proposal with all departments that might be affected by the proposal” is appropriately addressed (cannot be blank). (item 6 on course modification form)

• **Category 5:** New and Modified Programs

This category needs two reviewers.

<u>Responsibilities</u>	
Program Additions	Review items c through m on the Program Addition form.
	Carefully review item m for PTO programs as well as the PTO exception form (e.g., verify statements about accreditation etc.).
Program Modifications	Review item 1.e on the Program Modification form. Are all applicable bullet points addressed appropriately?
	Carefully review updates or changes to PTO status (also item e) as well as the PTO exception form, if applicable (e.g., verify statements about accreditation etc.).

• **Category 6:** All Required Signatures and Submitted Program Sheets

This category needs two reviewers.

<u>Responsibilities</u>
Review the signature lines on all proposals to confirm that the required signatures and dates are entered.
Review the list of Program Degree-Specific Requirements (typically on page 2).

For each category of course requirements (e.g. Essential Learning, Foundation, Major), verify the sum of the credits match the totals listed. Be sure to verify the General Elective credits including the remaining upper division credits required.

Review whether credit hour totals meet the guidelines for the type of degree (curriculum manual: IV.D and IV.E).
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Verify that programs satisfy the appropriate Degree Category requirements for the program (curriculum manual: IV.C.2). Also, determine whether any deviations from these prescribed requirements indicate a PTO Curricular Exceptions form is required.

c. **Executive Committee Responsibilities (Group B):**

- Executive Committee Review (Lisa, Jen, Emily, and Maggie)
- Essential Learning Courses (Lisa and Jen)
 1. Have any courses that indicate they will be Essential Learning curriculum eligible gone through the correct processes? Is the Essential Learning committee at least aware that the course(s) will be proposed for this use?
- Course and Program Deletions (Maggie and Emily)
 1. At the Executive Committee review stage: Maggie will check to see that all affected programs and courses are addressed. If there are any unresolved conflicts, Emily will request any necessary additional proposals.
 2. Post-Executive Committee Review: Emily will make sure that any requested additional proposals are submitted. If they have not been submitted, the original proposals creating the conflicts will not proceed to full committee review and vote.
- WCCC Overlap (Glen Hoff)
 1. Do any proposed courses or programs overlap with courses or programs offered by WCCC? Are we duplicating?

Members present: Lisa Driskell, Kyle McQuade, Julie Barak, Scott Andrews, Doug O’Roark (Chair/Secretary), Paula Casey, Laureen Cantwell

Course proposals (FINE 101; DANC 115; THEA 141; THEA 145) were submitted to the committee for approval for GT Pathways. FINE 101, DANC 115, and THEA 141 are approved, and THEA 145 is approved upon with the addition of the GT Pathways content criteria.

Course proposals (MUSA 220; MUSA 266; MUSA 267) were submitted to the committee for approval for GT Pathways. MUSA 220 is approved, MUSA 266, 267 are approved upon the addition of the GT Pathways content criteria. The Department Head for Music will also strengthen the language detailing the oversight of the submission of course syllabi and compliance with GT Pathways rules and regulations.

Lisa Driskell motioned (Julie Barak, second) for the approval of the courses on condition that the necessary changes be made. Motion Passed.

There was a discussion of the Milestone classes and Paula Casey gave an update on the Milestone speeches for this semester.