

**Undergraduate Curriculum Committee
Meeting Minutes
January 28, 2016
University Center Room 222**

Members Present: Diana Bailey, Geoff Gurka, Jennifer LaBombard-Daniels, Lisa Driskell, TJ Gerlach (for Jennifer Hancock), Jeremy Hawkins, Carolyn Ferreira-Lillo, Eliot Jennings, Scott Kessler, Susan Longest, Carolyn Quinn-Hensley, and Jill Van Brussel.

Members Absent: Monte Atkinson

Ex-officio members present: Jeff Grossman, Library; Steve Werman, for Kurt Hass - Academic Affairs.

Guests: Linda Pilcher and Tedra Gummin, Health Sciences-Practical Nurse; Darin Kamstra, Music-Jazz Studies; Gary Looft – Transportation, and Ben Keefer – Viticulture, Western Colorado Community College.

Chair Hawkins called the meeting to order at 3:30.

I. Announcements

- a. Next submission deadline: submit proposals by 2/4/16 for the 2/25/2016 meeting. Last meeting of the year to propose changes for 2016-17 Catalog.

Chair Hawkins reminded the committee of the upcoming submission deadlines.

- b. Poll departments – what changes are being proposed for February?

Members reported on the curriculum proposals being prepared for the February meeting. Although not a complete list, the committee can expect the February meeting agenda to likely include:

- Program addition and modification proposals from Art and Design
- Program modifications to Construction Management and Hospitality Management from Business
- Program addition and significant program modification proposals for Nursing from Health Sciences
- Significant program modifications to Spanish as well as modification to English and Mass Communication from Languages, Literature, and Mass Communication.
- Significant program modification/new program proposal (to allow for degree type change) from Music
- New minors proposals from Social and Behavioral Sciences
- Program addition proposal from Teacher Education
- Program modifications from Theatre Arts
- New program proposal for Construction Electric from WCCC
- Paramedic program reactivation and modification from WCCC
- Manufacturing Technology program modifications from WCCC

- c. Additional Meeting Scheduled for Thursday, March 3, 3:30 -5:00. Location TBD.

Chair Hawkins explained that due to the considerable length of the agenda expected for the February 25 meeting, that the committee should plan to be available for an additional meeting the following Thursday to complete the agenda. It was suggested that if the February agenda would be completed during two meetings instead of one, it would be helpful to departments to know in advance if their proposals would be discussed at the first or second meeting.

- d. Library Assessments Process

Chair Hawkins explained that there have been some issues with the timely completion of library assessments and asked Grossman to explain the process to the committee. Please remember to submit proposals to Grossman at least one week ahead of the main submission deadline. Proposals to add new programs and courses require a library assessment.

II. New Business

III. Curriculum Proposals

Agenda Item	Proposal Type: Proposal Details	Committee Action	Members (motion/second)	Expected Implementation
a.i.1	Course Modification: SUPP 096 Gearing Up for College Discussion/details: Prefix changes to UNIV. The prefix change of "SUPP" to "UNIV" for all current SUPP courses was recommended by the WGISAS group to the VPAA.	To approve	Kessler, Longest	Fall 2016
a.i.2	Course Modification: SUPP 100 Higher Education Success Skills Discussion/details: Prefix change to UNIV. Title change to "College Success Skills."	To approve	Kessler, Longest	Fall 2016
a.i.3	Course Modification: SUPP 101 Introduction to Higher Education Discussion/details: Prefix change to UNIV. Title change to "First Year College Success."	To approve	Kessler, Longest	Fall 2016
a.i.4	Course Modification: SUPP 105 Competency Portfolio Development Discussion/details: Prefix change to UNIV.	To approve	Kessler, Longest	Fall 2016
a.i.5	Course Modification: SUPP 196 Topics Discussion/details: Prefix change to UNIV.	To approve	Kessler, Longest	Fall 2016
a.i.6	Course Modification: SUPP 201 Theory and Practice of College Peer Tutoring Discussion/details: Prefix change to UNIV.	To approve	Kessler, Longest	Fall 2016

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a.i.7	Course Modification: SUPP 202 Sophomore Year Experience Discussion/details: Prefix change to UNIV.	To approve	Kessler, Longest	Fall 2016
a.i.8	Course Modification: SUPP 296 Topics Discussion/details: Prefix change to UNIV.	To approve	Kessler, Longest	Fall 2016
b.i.1	Course Modification: NURS 101 Pharmacology Calculations Discussion/details: The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.2	Course Modification: NURS 106 Fundamental Medical-Surgical Concepts I Discussion/details: Includes name change to "Adult Concepts I/Pharmacology" and credit hour increase from 3 to 5. The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.3	Course Modification: NURS 106L Fundamental Medical-Surgical I Laboratory Discussion/details: Includes name change to "Adult Concepts I/Pharmacology Laboratory". The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.4	Course Modification: NURS 107 Foundations of Nursing Discussion/details: The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.5	Course Modification: NURS 107L Foundations of Nursing Laboratory Discussion/details: The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.6	Course Modification: NURS 117 Nursing Care of the Childbearing Family Discussion/details: Includes title change to "Obstetrics and Pediatrics" and credit hour increase from 2 to 4. The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016
b.i.7	Course Modification: NURS 117L Nursing Care of the Childbearing Family Laboratory Discussion/details: Includes title change to "Obstetrics and Pediatrics Laboratory" and credit hour increase from 1-2. The proposed prerequisites included "ENGL 211" in error - will be corrected to "ENGL 111."	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016

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b.i.8	Course Modification: NURS 156 Socialization into Practical Nursing	To approve	LaBombard-Daniels, Bailey	Fall 2016
b.i.9	Course Modification: NURS 172 Fundamental Medical-Surgical Concepts II Discussion/details: Includes title change to "Adult Concepts II/Mental Health" and credit hour increase from 3 to 5.	To approve	LaBombard-Daniels, Bailey	Fall 2016
b.i.10	Course Modification: NURS 172L Fundamental Medical-Surgical Concepts II Laboratory Discussion/details: Includes title change to "Adult Concepts II/Mental Health Laboratory."	To approve	LaBombard-Daniels, Bailey	Fall 2016
b.ii.1	Course Deletion: NURS 105L PN IV Certification	To approve	Bailey, Gurka	Fall 2016
b.ii.2	Course Deletion: NURS 109 Introduction to Mental Health Nursing	To approve	Bailey, Gurka	Fall 2016
b.ii.3	Course Deletion: NURS 109L Introduction to Mental Health Nursing Laboratory	To approve	Bailey, Gurka	Fall 2016
b.ii.4	Course Deletion: NURS 112 Basic Concepts of Pharmacology	To approve	Bailey, Gurka	Fall 2016
b.ii.5	Course Deletion: NURS 118 Nursing Care of Children	To approve	Bailey, Gurka	Fall 2016
b.ii.6	Course Deletion: NURS 118L Nursing Care of Children Laboratory	To approve	Bailey, Gurka	Fall 2016
b.iii.1	Program Modification: Tech Cert Practical Nursing: 1612 Discussion/details: Program sheet corrections required: EL Requirement total credit hours -change to 16 from 9; change the History, Humanities, etc... section total from 3 to 10 and remove the reference to Applied Studies.	To approve contingent upon corrections	Gurka, Quinn-Hensley	Fall 2016
c.i.1	Program Addition: Minor, Jazz Studies Discussion/details: Library assessment forthcoming.	To approve	Driskell, Gurka	Fall 2016
c.ii.1	Course Addition: MUSA 267 Jazz History and Literature Additional motion: to also approve MUSA 267 as an Essential Learning course in the Fine Arts category. (Longest/Quinn-Hensley). It was noted that the EL committee did vote to approve as well.	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.ii.2	Course Addition: MUSL 139 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.ii.3	Course Addition: MUSL 239 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016

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c.ii.4	Course Addition: MUSL 339 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.ii.5	Course Addition: MUSL 439 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.iii.1.	Course Catalog Description Modification: All MUSL Courses Discussion/details: Modified course description will be included in Catalog and apply to all MUSL courses.	To approve	Longest, Quinn-Hensley	Fall 2016
d.i.1	Program Addition: Tech Cert, Transportation Services - Automotive Service Technician Discussion/details: Library assessment and financial aid eligibility form forthcoming. It was noted that required CDHE tables are missing FTE and tuition revenue information. The correct name of the Transportation Services program was discussed. In order to be consistent with the existing transportation programs, the program of study included in the new certificate's title will be "Transportation Services" instead of "Transportation Services Technology." The name will be corrected on the program sheet and program addition proposal. TSTA 247 is noted as a 3 credit course on page 2 of the program sheet but is actually a 4 credit course. The program sheet will be corrected.	To acknowledge	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.ii.1	Course Addition: TSTA 286 Hybrid Vehicles Discussion/details: Library assessment forthcoming.	To approve	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.ii.2	Course Addition: TSTG 275 ABS Diagnostics Discussion/details: Library assessment forthcoming.	To approve	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.iii.1	Course Modification: TSTA 265 Engine Control Service Discussion/details: Credit hours increase from 2 to 3	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.2	Course Modification: TSTA 267 Body And Chassis Controls Discussion/details: Credit hour increase from 2 to 3 and title change to "Body Controls"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.3	Course Modification: TSTA 287 Engine Performance and Emissions Discussion/details: Credit hours increase from 2 to 3.	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.4	Course Modification: TSTC 100 Introduction To Transportation Services Discussion/details: Credit hours increase from 1 to 2.	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.5	Course Modification: TSTC 101 Vehicle Service and Inspection Discussion/details: Credit hours increase from 2 to 3.	To approve	LaBombard-Daniels, Gurka	Fall 2016

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c.ii.4	Course Addition: MUSL 339 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.ii.5	Course Addition: MUSL 439 Jazz	To approve	LaBombard-Daniels, Gurka	Fall 2016
c.iii.1.	Course Catalog Description Modification: All MUSL Courses Discussion/details: Modified course description will be included in Catalog and apply to all MUSL courses.	To approve	Longest, Quinn-Hensley	Fall 2016
d.i.1	Program Addition: Tech Cert, Transportation Services - Automotive Service Technician Discussion/details: Library assessment and financial aid eligibility form forthcoming. It was noted that required CDHE tables are missing FTE and tuition revenue information. The correct name of the Transportation Services program was discussed. In order to be consistent with the existing transportation programs, the program of study included in the new certificate's title will be "Transportation Services" instead of "Transportation Services Technology." The name will be corrected on the program sheet and program addition proposal. TSTA 247 is noted as a 3 credit course on page 2 of the program sheet but is actually a 4 credit course. The program sheet will be corrected.	To acknowledge	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.ii.1	Course Addition: TSTA 286 Hybrid Vehicles Discussion/details: Library assessment forthcoming.	To approve	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.ii.2	Course Addition: TSTG 275 ABS Diagnostics Discussion/details: Library assessment forthcoming.	To approve	Quinn-Hensley, Ferreira-Lillo	Fall 2016
d.iii.1	Course Modification: TSTA 265 Engine Control Service Discussion/details: Credit hours increase from 2 to 3	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.2	Course Modification: TSTA 267 Body And Chassis Controls Discussion/details: Credit hour increase from 2 to 3 and title change to "Body Controls"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.3	Course Modification: TSTA 287 Engine Performance and Emissions Discussion/details: Credit hours increase from 2 to 3.	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.4	Course Modification: TSTC 100 Introduction To Transportation Services Discussion/details: Credit hours increase from 1 to 2.	To approve	LaBombard-Daniels, Gurka	Fall 2016

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d.iii.5	Course Modification: TSTC 101 Vehicle Service and Inspection Discussion/details: Credit hours increase from 2 to 3.	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.6	Course Modification: TSTC 130 Electrical Fundamentals Discussion/details: Title change to "Electrical I"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.7	Course Modification: TSTC 160 Electronic Control Systems Discussion/details: Title change to "Electrical II"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.8	Course Modification: TSTC 170 Chassis Fundamentals Discussion/details: Credit hours increase from 1 to 2	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.9	Course Modification: TSTC 171 Brake Fundamentals Discussion/details: Title change to "Brakes I"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.10	Course Modification: TSTG 120 Industry Safety Practices Discussion/details: Credit hours decrease from 3 to 2	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.11	Course Modification: TSTG 135 Electrical Component Repair Discussion/details: Title change to "Starting and Changing Systems"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.12	Course Modification: TSTG 175 Hydraulic Brake Service Discussion/details: Title changing to "Brakes II"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.13	Course Modification: TSTG 195 Climate Control Service Discussion/details: Title change to "Climate Control" and credit hours increase from 2 to 4	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.14	Course Modification: TSTG 220 Industry Employment Practices Discussion/details: Title change to "Workplace Skills"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.15	Course Modification: TSTG 240 Advanced Job Shop Discussion/details: Title change to "Job Shop"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iii.16	Course Modification: TSTG 270 Advanced Practical Applications Discussion/details: Title change to "Practical Applications"	To approve	LaBombard-Daniels, Gurka	Fall 2016
d.iv.1	Course Deletion: TSTC 110 Engine Fundamentals	To approve	Longest, Ferreira-Lillo	Fall 2016
d.iv.2	Course Deletion: TSTC 140 Drive Train Fundamentals	To approve	Longest, Ferreira-Lillo	Fall 2016

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d.iv.3	Course Deletion: TSTC 180 Fuel System Fundamentals	To approve	Longest, Ferreira-Lillo	Fall 2016
d.iv.4	Course Deletion: TSTC 190 Climate Control Fundamentals	To approve	Longest, Ferreira-Lillo	Fall 2016
d.iv.5	Course Deletion: TSTD 285 Diesel Fuel Injection	To approve	Longest, Ferreira-Lillo	Fall 2016
d.iv.6	Course Deletion: TSTG 140 Job Shop	To approve	Longest, Ferreira-Lillo	Fall 2016
d.iv.7	Course Deletion: TSTG 170 Practical Applications	To approve	Longest, Ferreira-Lillo	Fall 2016
d.v.1	Program Modification: AAS Transportation Services-Automotive Service: 1346 Discussion/details: Includes name change to "Transportation Services - Advanced Automotive Service Technician" and increase of credit hour from 69 to 70.	To approve	Ferreira-Lillo, Gurka	Fall 2016
d.v.2	Program Modification: AAS Transportation Services-Diesel Tech: 1342 Discussion/details: Includes decrease in credit hours from 69 to 62.	To approve	Ferreira-Lillo, Gurka	Fall 2016
d.v.3	Program Modification: Tech Cert Transportation Services-Automotive Service: 1346 Discussion/details: Includes name change to "Transportation Services - Light Duty Automotive Technician" and decrease in credit hour from 36 to 27. The total number of required hours will be corrected on the program sheet.	To acknowledge	Ferreira-Lillo, Gurka	Fall 2016
d.v.4	Program Modification: Tech Cert Transportation Services-Diesel Mechanics: 1347 Discussion/details: Includes decrease in credit hours from 36 to 32.	To acknowledge	Ferreira-Lillo, Gurka	Fall 2016
e.i.1.	Program Addition: AAS, Viticulture and Enology Discussion/details: Financial aid eligibility form forthcoming. Library assessment has been completed but not yet submitted to committee - also forthcoming.	To approve	LaBombard- Daniels, Ferreira-Lillo	Fall 2016
e.ii.1	Course Addition: AGRS 101 Fermented Beverages	To approve	LaBombard- Daniels, Bailey	Fall 2016
e.ii.2	Course Addition: AGRS 106 Fermentation Science	To approve	LaBombard- Daniels, Bailey	Fall 2016
e.ii.3	Course Addition: AGRS 106L Fermentation Science Laboratory	To approve	LaBombard- Daniels, Bailey	Fall 2016
e.ii.4	Course Addition: AGRS 130 Vineyard Establishment and Management	To approve	LaBombard- Daniels, Bailey	Fall 2016

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e.ii.5	Course Addition: AGRS 130L Vineyard Establishment and Management Laboratory	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.6	Course Addition: AGRS 131 Water and Irrigation: Principles and Practices	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.7	Course Addition: AGRS 131L Water and Irrigation: Principles and Practices Laboratory	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.8	Course Addition: AGRS 165 Winemaking I	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.9	Course Addition: AGRS 165L Winemaking I Laboratory	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.10	Course Addition: AGRS 170 Sensory Analysis	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.11	Course Addition: AGRS 189 Viticulture Practicum	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.12	Course Addition: AGRS 202 Winery Operations and Marketing	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.13	Course Addition: AGRS 245 Winemaking II	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.14	Course Addition: AGRS 245L Winemaking II Laboratory	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.15	Course Addition: AGRS 255 Viticulture Harvest and Post-harvest Management	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.16	Course Addition: AGRS 255L Viticulture Harvest and Post-harvest Management Laboratory	To approve	LaBombard-Daniels, Bailey	Fall 2016
e.ii.17	Course Addition: AGRS 265 Integrated Plant Health Management Discussion/details: It was noted that the course addition proposal states that this course will be required for both the new AAS, Viticulture and the existing AAS, Sustainable Agriculture, but that there isn't an accompanying proposal to modify the latter. It was determined that at this time, the new course will not be a requirement in the Sustainable Agriculture program, but that may be a future modification.	To approve contingent upon corrections	LaBombard-Daniels, Bailey	Fall 2016

IV. Old Business

V. Other

a. Status of Deactivated Programs

i. Re-examination Feedback Sought From Department:

1. AAS, Construction Technology – Craft, and Technical Certificate, Construction Technology; Deactivated November, 2013. Update requested from department by December, 2015 – Forthcoming.

Chair Hawkins stated that a response has not yet been received from the program.

Adjournment:

With no objections from the committee, Chair Hawkins adjourned the meeting at 4:21

Respectfully submitted,
Jessie Barnett, Recording Secretary