

**MINUTES OF
UNIVERSITY COMMITTEE ON CURRICULA**

September 4, 2019

Present: A. Gabriele, C. Christopher, C. Nedrow, D. Wallace, G. Pohl, J. Zhu, K. Strong, M. Fienup, P. Pease, R. Kidwell, S. Riehl, D. Power

Absent: D. Heistad, K. Martin, J. Morrow, G. Rhineberger-Dunn, L. Fenech

Guests: L. Jepsen, M. Bunker, B. Kanago, B. Olsen, M. Wilson

The meeting was called to order by P. Pease at 3:02 p.m. in the Presidential Room, Maucker Union.

I. Welcome and Introductions

P. Pease welcomed all present. Introductions followed.

II. Approval of Minutes – August 28, 2019

T. Gabriele moved to approve the August 28 minutes. G. Pohl seconded.

Two editorial/typographic corrections were identified. Revisions were noted and corrected.

P. Pease called for a vote on the amended August 28 minutes as discussed. Motion passed unanimously.

III. Curriculum review procedures for Consent Agenda Items – All Departments

D. Power moved, J. Zhu seconded, to approve the consent agenda.

P. Pease asked if there was any discussion or request to remove something from the consent agenda. Hearing none, called for a vote.

Chair Pease called for a vote on the motion to approve the consent agenda. Motion passed unanimously.

Consent Agenda Items – Courses

- FIN 1040 Financial Skills for Smart Living (editorial; title change, description edit)
- FIN 4140 Topics in Financial Management (deleted)
- MKTG 3178 Global Trade Practices (substantive; change in term offered)

Consent Agenda Items – Programs

- INTLBUSCULTLANG-CERT: Certificate in International Business, Culture, and Language (editorial; change in foreign language and history credit hours)
- ECON-BA: Economics Major (editorial; change in ECON 4380 being required or elective depending on emphasis)
- FA-CERT: Financial Analysis Certificate (deleted)
- FIN-BA: Finance Major (editorial; changing title of one emphasis; updating footnotes)
- MARKETING-BA: Marketing Major (editorial; change in elective options for emphases)

IV. Curriculum review procedures for the curriculum proposal of the Department of Economics

D. Power moved, J. Zhu seconded, to approve the Department of Economics curriculum packet.

Agenda Items – Programs

- BUSHLTHCAREADMIN-BUS-CERT: Business of Health Care Administration for Business Majors (added)
- BUSHLTHCAREADMIN-NONBUS-CERT: Business of Health Care Administration for Non-Business Majors (added)

BUSHLTHCAREADMIN-BUS-CERT: Business of Health Care Administration for Business Majors: S. Riehl asked about the counting of hours. Proposal states required 4-7 credits, or courses? B. Kanago explained that some business majors could complete the required course section with as few as 4 credits if they were able to double counted ACCT 2120 and ECON 2140. All business majors need to take ACCT 2120 so typically business majors would only need 7 additional credits for that section. M. Fienup asked why list ACCT 2120 in the business certificate if it is required for the business core. B. Kanago explained that this certificate is geared toward students with a major in the College of Business Administration and that some economics majors in the college are not required to complete the business core so they would need to take ACCT 2120. S. Riehl stated the certificate should include ACCT 2120 and be transparent to list that the total number of hours are 10-11 credits. Students can then check off ACCT 2120 or ECON 2140 if they are taking it for a major requirement. P. Pease confirmed that even if it is double counted it needs to be listed as a required course. B. Kanago expressed concerned that listing all of the credits will make the certificate program less attractive to students.

M. Fienup mentioned that ECON 2140 Health Economics has prerequisites of ECON 1031 or ECON 1041 or ECON 1051. Should that be added to the list of required course? B. Kanago clarified that all majors in the CBA require economics courses so students will meet the prerequisite by default. S. Riehl suggested to limit total credit hours for the certificate she would be supportive of an asterisk and a footnote to let students know they need to complete a course before they can take Health Economics. B. Kanago was comfortable with the footnote.

After some discussion it was confirmed that it will be a 19-20 hour certificate. 10-11 credits for the core, 3 credits of economics electives and 6 credits of additional electives. B. Kanago confirmed that is what will be listed.

S. Riehl clarified, in the proposal there is a note in parentheses that CRIM 4369 has a prerequisite of SOC 1000. That should be changed to an asterisk with a footnote of the prerequisite. D. Wallace stated she will update during the clean-up process. M. Fienup mentioned that now sociology courses have SOC 1000 or SOC 1060 as optional prerequisites. D. Wallace stated that will be included.

J. Zhu mentioned in the footnotes, PSYCH 3303 has a prerequisite of PSYCH 1000. There is no PSYCH 1000 and should be PSYCH 1001. Also, in the second to last line of the proposal it lists PSYCH 100, it should be PSYCH 1001. The Registrar's Office will correct.

K. Strong stated that he is sympathetic to the challenges of proposing a certificate because currently when you look in the catalog there is a variety of formats. P. Pease acknowledged that as things come up for review they are revised but current certificates may not have hidden prerequisites listed.

BUSHLTHCAREADMIN-NONBUS-CERT: Business of Health Care Administration for Non-Business Majors: S. Riehl stated prerequisites need to be added for courses ECON 2140, bringing the required course section of 10-11 credit hours to 13-14 credit hours. D. Power asked B. Kanago if okay with that update. B. Kanago acknowledged the prerequisite will be added.

S. Riehl added, as with the business certificate, the proposal has a note in parentheses that CRIM 4369 has a prerequisite of SOC 1000. It should be changed to an asterisk with a footnote that the prerequisite is SOC 1000 or SOC 1060.

D. Power asked for clarification of total hours. S. Riehl stated 16-20 credits total for non-business certificate. B. Kanago confirmed that is what he comes up with.

M. Fienup mentioned that the footnote for SOC 3035 and SOC 3085 should be updated to include SOC 1000 or SOC 1060 as prerequisite options. D. Wallace confirmed it will be updated.

K. Strong asked about the consultation forms since multiple departments are affected. B. Kanago explained they are all in one document.

Chair Pease called for a vote on the motion. D. Power moved to approve the curriculum packet from the Department of Economics pending edits discussed. The motion passed unanimously.

V. Curriculum review procedures for the curriculum proposal of the Department of Finance

D. Power moved, J. Zhu seconded, to approve the Department of Finance curriculum packet.

Agenda Items – Programs

- FIN-MINOR: Finance Minor (For Business and Non-Business Majors) (edited; change in elective options)
- REAL-BA: Real Estate Major (edited; change in required courses)

Agenda Items – Courses

- FIN 3040 Introduction to Personal Wealth Management (edited; title; prerequisites)
- FIN 4040 Principles of Personal Wealth Management (edited; title; prerequisites)
- FIN 4190 Advanced Real Estate Cases (edited; course number)
- FIN 4270 Applications of Personal Wealth Management (edited; title; prerequisites)

FIN-MINOR: Finance Minor (For Business and Non-Business Majors): J. Zhu stated the issue is the hidden prerequisites. S. Riehl asked if it is open to major and non-majors. B. Olsen confirmed it is. S. Riehl clarified that since it is open to non-business majors all of the prerequisites for FIN 3130 should be added; otherwise non-business majors will look at the minor and see that it only takes 15 credits to complete the minor but it is many more credits for non-majors due to the prerequisites.

B. Kanago suggested that it could be broken into two minors, non-business majors and business majors. That way it appears shorter for the business majors and non-majors are clear on what is required.

P. Pease stated that some minors will state that some prerequisites will be waived if you are a non-major. Is that what the Finance Department is considering. L. Jepsen stated there would not be support for waiving prerequisites. B. Olsen stated that he will add all of the prerequisites that are required to the minor because the prerequisites are not waived. S. Riehl stated that business majors should be able to identify that they will be double counting the courses for the majors and the minors. D. Wallace suggested that the two minors be separated to make it clearer for the majors and non-majors. K. Strong asked how many non-business majors complete the finance minor. L. Jepsen stated she is not sure how many non-majors actually complete it but in marketing this minor to business majors, having a smaller number of required credit hours might be better.

K. Strong stated it might be best to pass this proposal today with the minor only being an option for business majors and propose a minor for non-business majors next cycle. L. Jepsen stated that in practice breaking these into two minors would not change anything regarding how the minor is currently applied.

There would be no curriculum change in separating them into two minors. Non-majors do take all prerequisites.

P. Pease stated there are 3 options, 1.) pass as is and change the title for business majors only, 2.) split into 2 minors or 3.) update to list all of the prerequisites and keep it one minor open to majors and non-majors. B. Olsen stated the preference is to split. D. Wallace stated she could assign two different minor codes. It would be easier to track majors versus non-majors completing the minor.

P. Pease asked if UCC is comfortable with D. Wallace working with the Department of Finance to split into two minors one for business and one for non-business majors minor. Committee members agreed they were supportive.

REAL-BA: Real Estate major: J. Zhu stated STAT 1772 has to remain listed as a required course because it is a prerequisite for ECON 1011 and ECON 1021. B. Olsen agreed. In addition, the footnote listing STAT 1772 as a prerequisite can be removed.

FIN 3040 Introduction to Personal Wealth Management. J. Zhu stated the description needs to be revised to match the name change. L. Jepsen has emailed a revised description to C. Nedrow. Nedrow confirmed she received it.

FIN 4040 Principles of Personal Wealth Management: J. Zhu mentioned description is very similar to FIN 3040. B. Olsen will take a look and communicate with the Office of the Registrar.

FIN 4190 Advanced Real Estate Cases: J. Zhu stated that in the explanation and justification section of the proposal it mentions this course is only available to seniors but the prerequisites lists junior standing. L. Jepsen stated they will revise the text to avoid confusion. Junior standing is correct to maintain consistency with other courses.

FIN 4270 Applications of Personal Wealth Management: K. Strong asked about the use of capstone in the description. At UNI that has a specific connotation. He has been told not to use capstone language to avoid confusion with the LAC requirement. B. Olsen will determine different terminology and get the change to D. Wallace.

D. Power and K. Strong mentioned that for the finance courses changing the terminology from planning to management, not all of the course descriptions have been updated to reflect the change. B. Olsen stated he will review and get all updates to D. Wallace. B. Olsen also stated that junior standing will be brought back for all courses and a complete list of prerequisites will be added for consistency.

Chair Pease called for a vote on the motion. D. Power moved to approve the curriculum packet from the Department of Finance pending edits discussed. The motion passed unanimously.

VI. Curriculum review procedures for the curriculum proposal of the Department of Marketing.

D. Power moved, J. Zhu seconded, to approve the Department of Marketing curriculum packet.

Agenda Items – Courses

- MKTG 3148 Digital Customer Experience (added)
- MKTG 3155 Business to Business Marketing (added)

MTKG 3148 Digital Customer Experience: J. Zhu asked about consultation forms. M. Bunker stated that those were completed but were not uploaded due to a staffing change. They were sent to the Provost Office and should now be uploaded. C. Nedrow forwarded them to the Office of the Registrar to upload. J. Smothers will make sure all are uploaded.

There was concern that there was not a consultation from the Department of Communication Studies. M. Bunker confirmed a consultation has been completed. M. Wilson added that MKTG 3148 was created with the Department of Communication Studies in mind. They are using this course as a part of their Interactive Digital Studies major. K. Strong added that the Department of Technology has no concerns with the proposed course.

MTKG 3155 Business to Business Marketing: Similar concerns regarding lack of consultations. J. Smothers confirmed those will be updated. J. Zhu asked should the prerequisites be listed as pre and co or only corequisites. They are listed in both locations on the proposal. M. Bunker stated they should only be listed as prerequisites. D. Wallace confirmed she will update.

M. Bunker stated that if consults are missing to let him know because he has them all. Registrar's Office will check and let him know if any more are needed. P. Pease stated he will take a look to see if there are any objections to the consultations and will let the committee know if there are any concerns.

K. Strong added there may be some concerns that the course descriptions and the description on the syllabus do not match. The Provost Office has asked that the syllabus, at a minimum, includes the catalog description. P. Pease stated more details can be added to the course description listed in the syllabus. M. Bunker will review.

Chair Pease called for a vote on the motion. D. Power moved to approve the curriculum packet from the Department of Marketing pending edits discussed. The motion passed unanimously.

VII. Next meeting – Wednesday, September 11, 3:00pm, Presidential Room, Maucker Union

CSBS curriculum packet will be reviewed.

The meeting adjourned at 4:35pm

Respectfully submitted,

Joan Smothers
Office of the Registrar

jps

cc: UCC
GCCC
Guests