MINUTES OF 
UNIVERSITY COMMITTEE ON CURRICULA 
October 18, 2023


The meeting was called to order by Chair Pease at 3:00 pm in the Presidential Room

I. Welcome

Chair Pease welcomed all present.

II. Approval of Minutes – October 11, 2023

M. Fienup moved to approve the October 11, 2023 minutes. S. Riehl seconded.

Chair Pease asked if there were any corrections or additions to the minutes. M. Fienup mentioned that his last name was spelt incorrectly in one instance. A. Shafer will correct and send updated minutes to C. Nedrow.

Chair Pease called for a vote on the October 11 minutes. Motion passed unanimously.

III. Curriculum Review Procedures for All Departments

S. Riehl moved, N. Bird seconded, to approve consent agenda proposals.

Consent Agenda Items

- ENGR 2080: Statics
- ENGR 2180: Strength of Materials
- TECH 1016: Computer Aided Design and Drafting
- TECH 2051: Analog Electronics
- TECH 2053: Digital Electronics
- TECH 2055: Electrical Power Systems & Machinery
- TECH 2065: Industrial Robotics
- TECH 2114: Making Cool Stuff
M. Fienup requested to remove ENGR 2080, ENGR 2180, and TECH 2114 from the consent agenda.

Chair Pease called for a vote on the motion to approve consent agenda proposals, excluding ENGR 2080, ENGR 2180, and TECH 2114. The motion passed unanimously.

IV. Curriculum Review Procedures for Department of Biology

S. Riehl moved, N. Bird seconded, to approve the proposal from the Department of Biology.

Agenda Items – Courses

- BIOL 1101: Principles of Anatomy & Physiology I (added)
- BIOL 1102: Principles of Anatomy & Physiology II (added)

N. Bird gave committee members a document with the updated course descriptions for BIOL 1101 & BIOL 1102. N. Bird mentioned that there was an issue raised in the pre-meeting regarding the course descriptions. BIOL 1101 & 1102 are now a defined principles series that are geared towards nursing. N. Bird went on to say that there is now more definition on what the two courses cover.

Chair Pease called for a vote on the motion to approve the Department of Biology proposals. The motion passed unanimously.
V. Curriculum Review Procedures for the Department of Earth & Environmental Sciences

S. Riehl moved, N. Bird seconded, to approve the proposals from the Department of Earth & Environmental Sciences.

Agenda Items – Courses

- EARTHSCI 1400: Introduction to Environmental Earth Science (edited)

  M. Fienup asked S. Morgan if the course went from 3 hours to 4 hours due to embedding the lab. M. Fienup wanted clarification on what an ‘embedded lab’ meant. S. Morgan confirmed that the hours changed to 4, and mentioned that this is the same format as General Biology I & Chemistry I. Students have a 3-hour lecture and then a separate time for lab. M. Clayton clarified by saying a student can’t take the lecture alone without the lab.

  S. Riehl asked about the department using the same number even though the course is very different. S. Riehl gave a hypothetical example of a student who may have previously taken the 3-hour course, left for a while and then decided to come back – would the department be able to tell them apart if they hadn’t taken the lab. S. Riehl suggested that the department use a new number. S. Morgan mentioned that they have a history of doing that. S. Morgan explained that they have run into Kirkwood transfer students coming in with a Geology lecture but no lab. In those cases, the department has made the lab either an independent study or studies in course for those students. S. Riehl suggested that the department make it cleaner – they could make it automatic if they gave the course a new number. S. Morgan said the department doesn’t want the course to be automatic because it affects the Elementary Education majors. Those students get Earth Science credit for taking their Introduction Earth Science courses without the lab. R. Kidwell asked if they consider the old version and the proposed version the same course. S. Morgan answered yes. The course number will remain the same.

- EARTHSCI 3367: Global Water Environment (added)

  S. Riehl mentioned that EARTHSCI 3367 wasn’t on consent agenda due to the consult and a misspelling in the description. P. Pease confirmed that the consult had been completed. The spelling mistake in the description will get fixed – crisis to crises.

  S. Morgan explained that the department will cross list EARTHSCI 3367 with Geography. P. Pease asked R. Kidwell if the cross listing needed to be taken care of in curriculum process. S. Morgan said she would get further information. R. Kidwell asked if the Geography course exists yet. S. Morgan responded saying no. R. Kidwell explained to S. Morgan that the department will have to notate that the courses are the ‘same as.’
J. Schraffenberger stated that the course was discussed at the UNIFI committee and explained that it had a great course description. However, if it’s going to be taught by others, J. Schraffenberger suggested that the materials be shared and that the outcomes are clear to the other faculty.

S. Riehl explained that the committee is just approving EARTHSCI 3367, not the Geography course previously talked about. P. Pease said the department has to make the call on what they want to do and explained that the department may not know what the Geography course intent is yet, so it will have to go through next year’s curriculum cycle.

Chair Pease called for a vote on the motion to approve the Department of Earth & Environmental Sciences proposals. The motion passed unanimously.

VI. Curriculum Review Procedures for the Department of Mathematics
S. Riehl moved, N. Bird seconded, to approve the proposal from the Department of Mathematics.

Agenda Items – Course
- STAT 4786: Statistics for Risk Modeling (added)
M. Fienup asked if a consultation had been made with Business. S. Riehl said she didn’t know; however, this course is for the Actuarial Science major – its aligned with the society of actuary tasks. S. Riehl explained that she didn’t think it would be taught by anybody else. B. Kanago said no consults are needed for this course. S. Riehl mentioned that N. Bird had indicated there was vagueness with the graduate course differentiation, but the GCCC committee approved it.

Chair Pease called for a vote on the motion to approve the Department of Mathematics proposal. The motion passed unanimously.

VII. Curriculum Review Procedures for the Department of Physics
S. Riehl moved, N. Bird seconded, to approve the proposals from the Department of Physics.

Agenda Items – Program
- PHYSICS-BA: Physics Major (edited)
M. Fienup stated the Custom emphasis references a “natural science and other disciplines” elective requirement that seems vague. M. Fienup questioned the statement in the Physics major, ‘the elective courses must count towards a major in the department that offers the course’ – could it be from different
courses on different majors or are they all from the same department. P. Shand confirmed that it could be from different majors.

S. Riehl mentioned in the Data Science emphasis elective requirement, in order to take STAT 3775, you have to take STAT 3752, which is also an elective option. So STAT 3775 is not going to be used to satisfy that specific category. S. Riehl said it would be the same for CS 1520 – CS 1520 has a prerequisite of CS 1510 which is already an option to complete the electives. S. Riehl suggested not listing CS 1520 or STAT 3775. P. Shand said those options were there if a Computer Science or Mathematics student wanted to satisfy using that course. R. Kidwell asked P. Shand if he wanted STAT 3775 and CS 1520 to be removed. P. Shand said yes.

M. Fienup had a question about the Physical Chemistry emphasis and the range of hours. A student could either take the Modern Physics lab for 2 hours or Physical Chemistry Lab for 2 hours, but Physical Chemistry Lab also has hidden pre-requisites. M. Clayton explained that if a student was a Chemistry major double majoring in this degree program, taking a Physical Chemistry Lab is a more likely pathway. P. Shand stated that the program is intended as a secondary major for Chemistry majors. Chemistry majors interested in this path would’ve already satisfied those prerequisites, so it wouldn’t be a problem for them. C. Weeks went on to say the program is designed to be an easier way to allow overlap between the two majors to make it easier for Chemistry students to pick up a second major. M. Fienup expressed his concern with the range of hours listed. R. Kidwell asked the department if students have to be a Chemistry major or Biochemistry major to take the Physical Chemistry emphasis. P. Shand said it’s not required. The chance of a non-chemistry major taking it is relatively low. R. Kidwell will look at the range of hours for the major.

**Agenda Items – Courses**

- PHYSCIS 4500: Biological Physics (added)
- PHYSICS 4760: Computational Materials Science (added)

N. Bird mentioned that at the GCCC committee meeting, the concerns were between the lack of a syllabus and a lack of explanation between the graduate and undergraduate levels. N. Bird went on to say that P. Shand brought documents to the GCCC meeting that showed the difference between the graduate and undergraduate level.

Chair Pease called for a vote on the motion to approve the Department of Physics proposals. The motion passed unanimously.
VIII. Curriculum Review Procedures for the Department of Science & Science Education
S. Riehl moved, N. Bird seconded, to approve the proposal from the Department of Science & Science Education.

Agenda Items – Program
- BASSCIK8TCHG-MINOR: Basic Science Minor (K-8) – Teaching (edited)
N. Bird brought up issues discussed in the pre-meeting, stating that ELEMECML 3161 has a hidden prerequisite, but in discussion with L. Escalada, with this minor you have to be an Elementary Education major. The prerequisite for ELEMECML 3161 is satisfied in the major. P. Pease wondered if ELEMECML 3161 needs an asterisk to notate the pre-requisite or if for consistency purposes, does the pre-requisite course need to be listed as a requirement in the program. R. Kidwell mentioned that they’ve done it both ways. P. Pease asked the committee if they’d prefer ELEMECML 3161 to have an asterisk or for the pre-requisite to be listed in the program. The committee recommended adding an asterisk to ELEMECML 3161.

Chair Pease called for a vote on the motion to approve the Department of Science & Science Education proposal. The motion passed unanimously

IX. Curriculum Review Procedures for the Department of Applied Engineering & Technical Management
S. Riehl moved, N. Bird seconded, to approve the proposals from the Department of Applied Engineering & Technical Management.

Agenda Items – Programs
- AUTOENGTECH-BS: Automation Engineering Technology Major (edited)
M. Fienup explained that this program relates to the ENGR courses he pulled from the consent agenda – they both have prerequisites of MATH 1420, but they don’t have the option of MATH 1150. M. Fienup suggested adding ‘or MATH 1150’ to ENGR 2080 & ENGR 2180 since this program requires MATH 1150. M. Clayton explained that TECH 2080 got split into these two ENGR classes, 2080 and 2180. M. Fienup said TECH 2080 had a pre-requisite of MATH 1150 or MATH 1420. M. Clayton clarified that MATH 1150 is not listed as a prerequisite option for ENGR 2080 and ENGR 2180, but it was in the previous version of these classes, so if the department wants that added they need to add an ‘or’ in the pre-requisites. R. Kidwell will add ‘MATH 1420 or MATH 1150’ to ENGR 2080 & 2180.

S. Riehl explained that TECH 2072 is in the list of electives, and since it has a prerequisite it should have an asterisk. R. Kidwell will add the asterisk to TECH 2072. S. Riehl mentioned that there has been
a lack of consistency with courses that have the AlekS prerequisite and whether or not those courses get an asterisk. S. Riehl mentioned that since the asterisk is on STAT 1772, it should also be on MATH 1150. M. Clayton acknowledged that it doesn’t hurt to include an asterisk. R. Kidwell will add an asterisk to all courses with ALEKS pre-requisite.

M. Fienup wanted to know how the committee is counting UNIFI courses. Will there be limits on what is double counted. J. Schraffenberger explained that UNIFI has a policy that leaves those decisions to the programs, but they could revisit the question. S. Riehl stated that she thinks it’s a program question rather than UNIFI. J. Schraffenberger said UNIFI could advise. C. Nedrow put M. Fienup’s concern on the list of items to talk about after the curriculum meetings conclude. M. Fienup mentioned that UNIFI is 37 hours and that includes a one-hour science lab – are they going to double count that lab in multiple places. P. Pease responding saying that’s a program level decision.

- CONSTMGMT-BS: Construction Management Major (edited)
S. Riehl mentioned that TECH CM 3300 is listed twice – was that a typo and it lowers the program by 3 hours or is there a class missing. L. Riedle explained that it was a mistake. P. Pease stated that the program total will drop to 87 credits. M. Fienup wanted to know how the committee will double count UNIFI in order to get under 68 credits, the maximum for a BS degree. R. Kidwell said for the new Nursing program, they counted a UNIFI connect elective as a double counting.

- GRAPHTECH-BA: Graphic Technology Major (edited)
M. Fienup stated ENGR 4500 has English prerequisites but they’re not listed. L. Riedle requested to list the English courses in the program. R. Kidwell will add those courses. P. Pease asked if the previous objection to the program was resolved. L. Riedle explained that it has been resolved.

- GRAPHTECH-MINOR: Graphic Technology Minor (edited)
M. Fienup explained that TECH 4093 has a hidden prerequisite of TECH 2119. L. Riedle agreed, and indicated they need to add TECH 2119 into the program. R. Kidwell will get that added to the list which will add three hours to the program.

- MATSCIENGINEER-BS: Materials Science and Engineering Major (added)
N. Bird mentioned that courses, CHEM 1110, 1120, & 1130 have an asterisk that is not in the footnote. M. Clayton said they were indicating UNIFI, but recommended removing the asterisk. R. Kidwell mentioned that it’s a UNIFI footnote, rather than a prerequisite. P. Pease asked if they were deleting the
R. Kidwell stated that some programs notate the double counting major so it’s up to the department. R. Kidwell went on to say that she was going to do some general cleanup to the footnotes because some were missing. L. Riedle asked R. Kidwell to take off the asterisks off to denote UNIFI double counting and to clean up the language to stay consistent.

S. Riehl said that MATH 3425 is listed as an option in the major, and has a prerequisite that’s not in the program. S. Riehl acknowledged that the Mathematics department hasn’t done its job to say that MATH 2422 has been waived for non-Math majors. S. Riehl went on to say that for course, MATH 2422, there’s an agreement that indicates prerequisites for Mathematics majors and minors and prerequisites for non-Mathematics majors and minors, meaning Physics students. Non-Mathematics students don’t have to take MATH 2500 since there is an ‘or consent of department’. M. Fienup asked S. Riehl if Mathematics was going to waive the MATH 2500 by using consent of department for MATH 3425. S. Riehl said the department will. M. Clayton mentioned that the department could keep the requirement, but if it becomes an issue then Mathematics may want to address the pre-requisite and make a change.

M. Fienup stated that TECH 3136 has a hidden prerequisite of TECH 1008 which is not listed in the program. L. Riedle confirmed TECH 1008 needs to be added into the program requirements.

M. Fienup asked about ENGR 4500 having a pre-requisite of PHIL 1560. L. Riedle said PHIL 1560 is required for accreditation. M. Clayton asked L. Riedle if PHIL 1560 is required in order to take ENGR 4500. L. Riedle responded by saying yes, and PHIL 1560 is part of UNIFI. R. Kidwell stated that PHIL 1560 will get added to the requirements since it’s a hidden pre-requisite, but it will double count towards the total hours since it’s an option in UNIFI.

P. Pease mentioned that the program is now at 100-103 hours, however, P. Pease didn’t know how many courses are being double counted with UNIFI. W. Hardwood mentioned that they don’t need TECH 1008 in the program. M. Clayton stated that TECH 1008 is required for TECH 3136. P. Pease mentioned that the department could adjust TECH 3136 in this curriculum cycle. S. Geise explained that TECH 1008 is not needed as a pre-requisite for TECH 3136. S. Riehl stated that the suggestion is to remove the pre-requisite of TECH 1008 from TECH 3136. M. Fienup mentioned that TECH 3136 is a lecture and lab, and wondered what the format will be like. M. Fienup went on to ask how many hours will be the lecture and how many hours will be the lab. L. Riedle responded saying it will be integrated. S. Riehl stated that some of the courses say how many lectures/labs hours are needed, but TECH 3136 doesn’t say. R. Kidwell explained to S. Riehl that mentioning lecture/lab in the course description tells the
Registrar’s Office that they will use the course component of the lecture/lab, which translates to how many minutes are required. R. Kidwell will remove TECH 1008 as a pre-requisite for TECH 3136.

M. Fienup asked if the program can be completed in 120 hours. P. Pease said it requires near perfect advising in order to get students through. The program has a high risk of attrition, which will be the challenge. W. Harwood said that’s one of the reasons for the Materials Science & Engineering Technology program. P. Pease stated that it’s a sister program that allows for a different pathway and focus. PHIL 1560 will get added to the list, footnotes will be fixed, and TECH 1008 will not be on required course list this program.

- MATSCIENGTECH-BS: Materials Science Engineering Technology Major (added)
  M. Fienup stated that PHIL 1560 will need to get added to the program since it’s a hidden pre-requisite for ENGR 4500.

- MECHENGTECH-BS: Mechanical Engineering Technology (added)
  The ‘+’ footnotes will be cleaned up on the program.

- METALCAST-MINOR: Metal Casting Minor (added)
  P. Pease mentioned that the committee questioned the minor being long enough to be a major. L. Riedle said that she wouldn’t know what hoops to jump through in order to propose this as a major. P. Pease explained that the program would have to be sent to the board as a new major. R. Kidwell asked L. Riedle if the proposed courses were all the classes the department would want if this was a major, or if they would need to add more classes. L. Riedle said they would have to look at it more. Their concern would be given the level of science in the program it would have to be a BS degree. P. Pease said the department would need to take another look at the program if they wanted it to be a BS degree. L. Riedle went on to say that a Metal Casting BA in their world doesn’t exist. However, they could explore it later on. The program will remain as a minor.

M. Fienup asked about TECH 2072 having a choice of math classes, right now the course only requires MATH 1420. L. Riedle said it could be either MATH 1420 or MATH 1150. R. Kidwell will add an ‘or’ to the pre-requisite for TECH 2072. M. Fienup mentioned that TECH 3136 doesn’t have any hours listed which will increase the hours for the minor.

- MFGTECH-BS: Manufacturing Engineering Technology Major (edited)
M. Hecimovich had a question about TECH 3113 having a prerequisite of MATH 1150 or 1420 – would MATH 1150 take place of MATH 1420. L. Riedle said it would be MATH 1420. M. Fienup mentioned that the program requires MATH 1420 so the student would be fine. M. Clayton explained that it meant students in a different program could choose to take MATH 1150.

M. Fienup went on to ask about the listing of TECH 3179 and how many hours are required. R. Kidwell explained that TECH 3179 and TECH 3131 are listed as recommended electives, so not required for the program. L. Riedle said most of their students are already working. The co-op is TECH 3179, students work experience will be brought into the courses. P. Pease stated that students will still have to pay tuition. L. Riedle explained that the main group of students who pursue the program have been transfer students. P. Pease asked if students can apply that credit into the program someplace else. L. Riedle responded saying students usually do that through their internship or the co-op TECH 3179.

- TECHEDTCHG-BS: Technology and Engineering Education Major-Teaching (edited)
S. Riehl mentioned that there’s a hidden prerequisite in TECH 2065 of CS 1510 or CS 1560. That adds three hours to the major. L. Riedle said CS 1510 or CS 1560 will be waived for Technology Education majors. P. Pease asked L. Riedle if they want the CS pre-requisites for TECH 2065 left in for other programs. R. Revuru explained that the CS pre-requisites need to stay on the course for other programs. R. Kidwell said the only pre-requisite for Technology Engineering Teaching students would be sophomore standing. L. Riedle said it could require sophomore standing or consent of instructor for Technology Education students. R. Kidwell will adjust the pre-requisites for TECH 2065. L. Riedle said adding the consent of instructor prerequisite for Technology Education majors would to help the department know students background coming in.

- TECHMGMT-BA: Technology Management Major (edited)
M. Fienup said the number of electives needed is 36, but there aren’t 36 hours of courses listed in the elective options. L. Riedle explained that the department has a lot of transfer students that bring in their AAS for this degree. B. Warby said if a student were to take every class listed, its only 33 hours total. The department needs to reduce the elective hours to 33 or add more options. M. Fienup told the department they should lower the electives to a reasonable number. P. Pease added that essentially all the electives options are required at this point, so you can have a prescribed major with no electives or adjust the hours. L. Riedle said the electives build on the foundation and then add the management skills. J. Zhang stated that with this major, the department can promote to other majors. If a student wants to earn a second major, all of the elective courses could count from their other major. R. Kidwell said some programs list ‘and other courses approved by department’ at the end of their elective list, to
show the student that other options could be available. P. Pease asked the department if this program is meant for students to double major. L. Riedle responded saying it typically is for a double major or someone who is bringing in an AAS. P. Pease suggested lowering the electives hours. The elective hours will be lowered to 15 hours.

**Agenda Items – Courses**

- **ENGR 1000: Introduction to Engineering & Professional Practice**
  
  S. Riehl said the ENGR 1000 course description says ‘to be taken first semester’, which is hard to be enforced. L. Riedle responded saying it’s important for their program. R. Kidwell told L. Riedle they could leave the description as is, but it won’t be enforced. L. Riedle explained that they’re trying to get the students right out of the gate. P. Pease stated his concern is that students may think they can’t declare this major since they didn’t this course in their first semester. S. Riehl suggested changing the wording to ‘recommended to take first semester’. The wording will be changed to ‘recommended to take the first semester of the major’.

- **ENGR 2089: Engineering Seminar (added)**
  
  M. Fienup wanted to know how many times ENGR 2089 can be repeated. L. Riedle said it was discussed amongst the department to be taken twice. R. Kidwell asked L. Riedle if they meant up to 6 hours. L. Riedle confirmed that up to 6 hours was correct if a student wants to take it twice. S. Riehl stated that it’s a 1-3 limit. L. Riedle said it could say repeated twice. R. Kidwell asked the department if they needed the 1-3 hours. L. Riedle said depending on what the special topics might be and if they have someone available to do a special topics course – that’s why they wanted the range. R. Kidwell asked the department if they want the course to be a topics course. L. Riedle confirmed yes. The course will be changed to a topics course, and will be able to be repeated twice.

- **ENGR 4235: Material Transformations & Modeling (added)**
  
  No questions or concerns from the committee.

- **ENGR 4500: Senior Design (added)**
  
  R. Kidwell explained that in the prerequisite it indicates ‘last undergraduate semester at UNI’ and that is not enforceable. R. Kidwell asked the department if senior standing is enough. L. Riedle suggested putting ‘recommended for last semester’ in the course description instead of the pre-requisite. S. Riehl asked if ENGR 4500 is offered every semester. L. Riedle responded yes. R. Kidwell will change the description to say ‘recommended to take last semester’.
• TECH 3131: Technical Project Management (edited)
L. Riedel explained that the department is bringing back the graduate level to the course. R. Kidwell stated that TECH 5131 was substantive for the GCCC level. M. Fienup asked if TECH 5131 passed at GCCC. N. Bird said yes.

• TECH 2114: Making Cool Stuff
This course was removed from the consent agenda. M. Fienup stated that the department changed the number, but it still as junior standing. M. Fienup wondered if the department still wanted junior standing at the 3000 level. L. Riedle said TECH 2114 doesn’t need junior standing. The junior standing will be removed.

• TECH CM 2300: Building Services (added)
S. Riehl asked if TECH CM 2300 is combining two previous classes and is also getting a new number – does it fit in the three-hour class. L. Riedle responded saying yes. They’ve been working with their advisory board on TECH CM 2300. N. Bird brought up a grammatical mistake in the catalog description. R. Kidwell will work with L. Riedle to get the catalog description updated.

• TECH CM 3300: Pre-Construction Management (added)
No questions or concerns from the committee.

• TECH CM 4350: Construction Company Operations & Management (added)
M. Fienup asked if the Management department was consulted on TECH CM 4350. L. Riedle explained that it’s not the same type of management. S. Riehl asked if TECH CM 4350 is replacing a class. L. Riedle responded yes. P. Pease suggested sending it over to the Management department, as they may benefit from knowing this course is available to their students.

Chair Pease called for a vote on the motion to approve the Department of Applied Engineering & Technical Management proposals. The motion passed unanimously

X. Next Meeting – Wednesday, October 25, 3:00 pm, Presidential Room, Maucker Union
Discussion of Clean-up Items
The meeting adjourned at 4:50 p.m.

XI. Items for Clean Up Meeting
• THEATRE-BA: Theatre Major
• THEATRE-MINOR: Theatre Minor
• THEATRE 3051: Performance Engagement (added)
• THEATRE 3146: Scenic Painting/Stage Makeup (added)

Respectfully submitted,

Ava Shafer

Office of the Registrar

cc: UCC

GCCC

Guests

Record Analysts