

**Curriculum Committee Meeting – Approved Minutes (approved by email)
January 8, 2016**

Present: Kathy Herrington, Becky Yesenczki, Lisa Soly, Greg Winland, Mary Ann Merz, Mary Marlin, Misty Kahl, Scott Owen, Carry DeAtley, Courtney O'Connor, Ashley Moran, Lori Nelson, Korene Silvestri, Michele Watson
Presenters: Lucy Kefauver, Curt Hippensteel, Russel Edwards, Dave Raveaux, Karri Mulhern
Excused: Adam Beatty, Jody Tyburiski

Topic	Discussion	Follow-up
December Minutes	SPCH 101 needed to be changed to SPCH 105 for the 2 nd reading of the WELD proposal. Motion was made and seconded to accept the minutes with this correction. Motion carried.	Becky will submit approved minutes to the President's office.
WELD Proposal, Final Corrections, Dave Raveaux	All requested corrections were made. Mary Marlin motioned to accept the proposal. Greg Winland seconded. Motion carried.	Signed proposal needs forwarded to Kathy Herrington.
Cyber Security, AAS, 2 nd reading, Dave Stoffel for Adam Beatty	Proposal needs to state 2 nd reading rather than 1 st reading. CIT 105 on program layout for first year-fall semester' needs title changed to "Operating Systems". Motion to accept proposal with corrections made by Misty Kahl. Seconded by Korene Silvestri. Motion carried.	Corrections need made and signed proposal needs forwarded to Kathy Herrington.
Applied Technology, CAS, 2 nd reading	Lucy Kefauver reported that they have decided to pull this proposal at this time.	No further action needed.
Petroleum Technology AAS, CAS, 2 nd reading, Curt Hippensteel	Replacing the Applied Technology, CAS proposal with Petroleum Technology, CAS with the changes that are being made to the Petroleum Technology, AAS proposal. The word "discontinued" needs removed from the CAS. Concern was raised regarding 2 nd year spring courses not having pre-requisites. Curt Hippensteel explained that a job safety analysis is done in the labs to deal with safety concerns so no pre-requisites were needed for these courses. All labs will have an asterisk indicating that they are "hands-on". An additional page	Corrections need made and signed copy needs forwarded to Kathy Herrington.

	<p>needs added to the proposal with the layout for the CAS program. This is the third time this has been brought to curriculum. The first round was considered a working session. Scott Owen motioned to accept the proposal with the discussed changes and waive an additional reading. Lori Nelson seconded. Motion carried.</p>	
<p>Advanced Manufacturing, AAS, 2nd reading, Russell Edwards</p>	<p>Courses are being combined such as Electrical and Electronic Fundamentals and Safety for Industry and will be combined under the department APT. This new program will be listed under Advanced Manufacturing in the catalog but the department will be left as MEC. Also there will be a note in the catalog specifying that the program formerly known as Mechatronics is now called Advanced Manufacturing. This note will also be in the catalog in the course description section. The word "internship" needs replaced with "seminar" on page two of the curriculum proposal. Russell Edwards will need to do a crosswalk for the registrar's office so they will know what old courses will be accepted in place of the new courses. This is the third time this has been brought to curriculum. The first round was considered a working session. Misty Kahl made a motion to accept the proposal with the changes and waive an additional reading. Mary Ann Merz seconded. Motion carried.</p>	<p>Corrections need made and signed copy needs forwarded to Kathy Herrington.</p>
<p>Chemical Operator Technology, AAS, 2nd reading, Russell Edwards</p>	<p>On page 2 of the proposal, "blueprint" needs removed from the title of APT 1xx, "capstone/internship" needs replaced with "seminar" for PTEC 2xx, and Intro to Applied Technology does not need all of the department names listed in the title. On page 3, proposed implementation date needs changed to fall 2016. On page 5, the asterisk needs removed from PTRM 104 and "capstone/internship" needs replaced with "seminar". PTEC will be replaced with COT</p>	<p>Corrections need made and signed copy needs forwarded to Kathy Herrington.</p>

	<p>throughout the proposal to lessen confusion with PTRM. This is the third time this has been brought to curriculum. The first round was considered a working session. Motion to approve proposal with discussed changes and waive an additional reading was made by Scott Owen. Second by Lori Nelson. Motion carried.</p>	
<p>Instrumentation Process Technology, AAS, 2nd reading, Russel Edwards</p>	<p>On page 6 of the proposal, "internship" needs replaced with "seminar" in the title of MEC 250. Any courses with the department code of PTEC need changed to COT. This is the third time this has been brought to curriculum. The first round was considered a working session. Greg Winland motioned to accept the proposal and waive an additional reading. Korene Silvestri seconded. Motion carried.</p>	<p>Corrections need made and signed copy needs forwarded to Kathy Herrington.</p>
<p>Other Business</p>	<p>Michele Watson wants the program description for MAS to state that there is a minimum GPA requirement to get into the second year of the program. This does not have to be approved by curriculum. Kathy Herrington stated there may not be a need for any additional meetings for the 16-17 academic year. She is not aware of any other proposals that need to be brought through the committee. Becky Yesenczki will let everyone know whether or not there will be additional meetings.</p>	<p>Michele Watson needs to send the information she wants in the catalog regarding the GPA requirement to Becky Yesenczki for inclusion in the new catalog.</p>
<p>Submitted by B. Yesenczki 2/24/16</p>		

**Curriculum Committee Meeting –
Addendum to January 8, 2016 Minutes**

The following programs were discontinued after the curriculum committee's last meeting.

Topic	Discussion	Follow-up
Appliance Repair, CAS	Curriculum forms submitted by Joe Remias and Dave Shahan. Suspend program due to low enrollment. Dave Shahan and Joe Remias requested the program not be completely discontinued the program as there may be a future need.	Becky obtained all necessary signatures.
Cisco, CAS	Curriculum proposal submitted by Dave Stoffel. Discontinuing the program due to industry changes.	Becky obtained all necessary signatures.
AA, Psyc Concentration (online implementation) AA, History/Social Science Concentration (online implementation) AA, English/Humanities Concentration (online implementation) AS, Business Administration Transfer (online implementation)	Proposal was submitted by Kim Parterson. These programs have all courses available online. The only change was to restrict some of the electives to those that are offered online as not all of the electives for the traditional programs are online. These are not new programs, rather current programs that are being offered via a new delivery method.	Becky obtained all necessary signatures.

Submitted by B. Yesenczki