

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: February 18, 2009

Present: Loretta Morgan
Gary Acton
Brian Gurney
Alan Christensen
Agnes Samples
Mark Jacobson
Jennifer Leonard
Trisha Biggs

Absent: Cindy Dell
Dixie Metheny – *excused*
Vern Gagnon – *excused*

Guests: Randy Schmitz
Lonnie Schrag
Duane Alexander



Mark Jacobson called the meeting to order at 4:04 p.m. on Wednesday, February 18 in room B57 of the College of Technology.

The February 4 meeting minutes were accepted as presented.

The proposal for the new AAS in Welding has been postponed by the Dean in order to have more time to gather budget information.

I. ITEMS – FIRST READING

Item 44 AAS in Accounting Technology. Modification of an existing program.

- Motion by Loretta Morgan, seconded by Brian Gurney to **approve Item 44 on first reading.**

Randy Schmitz, Business Instructor, noted that the intent of this modification is to drop a one-credit course from the program. The course, CMP 121 Introduction to Microsoft Outlook, is sometimes difficult for students to fit into their schedules because it is offered on Wednesday afternoons. The course is not and most likely will not be offered online. It's not necessary for the program; it was just a luxury. However, students can still take the course as an elective. The effect of dropping CMP 121 is that the program's total credits will decrease one credit.

- Motion carried.

- Motion by Trisha Biggs, seconded by Brian Gurney to **waive second reading of Item 44.**

- Motion carried.

Item 45 Certificate of AS in Automobile Collision Repair Technology. Modification of an existing program.

- Motion by Brian Gurney, seconded by Trisha Biggs to **approve Item 45 on first reading.**

Duane Alexander, Auto Collision Repair and Refinishing, stated that this program currently requires a remedial math course which needs to be raised to the next level.

- Motion carried.
- Motion by Trisha Biggs, seconded by Brian Gurney to **waive second reading of Item 45.**
- Motion carried.

Item 46 Pre-Health Care Core. Deletion of pre-semester for health programs at the College of Technology.

- Motion by Agnes Samples, seconded by Brian Gurney to **approve Item 46 on first reading.**

Lonnie Schrag, Health Occupations, stated that no health programs are using this Core so it should be deleted to avoid confusion. Since the new state-organized nursing program began, all of the COT health programs have been moving away from this common first semester. The paramedic program will use a modified form of this core, but since it will belong only to that program, it should be deleted.

- Motion carried.
- Motion by Brian Gurney, seconded by Trisha Biggs to **waive second reading of Item 46.**
- Motion carried.

Item 47 AAS in Medical Assistant. Deletion of a program.

Item 47.a MEDA 124 Medical Assisting Clinical Procedures I. Delete course.

Item 47.b MEDA 125 Medical Assisting Clinical Procedures I Lab. Delete course.

Item 47.c MEDA 225 Medical Assisting Clinical Procedures II Lab. Delete course.

Item 47.d MEDA 279 Externship. Delete course.

Item 47.e MEDA 296 Cooperative Education/Internship. Delete course.

- Motion by Trisha Biggs, seconded by Jennifer Leonard to **approve Items 47, 47.a, 47.b, 47.c, 47.d, and 47.e on first reading.**

Mr. Schrag noted that when the discussion about cutting programs due to our current financial situation began, the Medical Assistant program was high on the list. The program

has not generated many graduates (perhaps 4 or 5 a year) and those graduates often have trouble finding employment. It appears that most doctors do not want a combined nurse and office assistant, but rather two people to do those jobs separately. The program's advisory board even attempted to change local doctors' minds on this subject, but with little success. The advisory board discussed mothballing the program, but it is an accredited program and it would have cost \$2,000 per year just to maintain the accreditation with no students.

Mr. Schrag noted they are currently teaching the last student out of the program this semester, and they stopped accepting students into the program about two years ago. Students in the program were notified personally by phone that the program would be ending.

- Motion carried.

- Motion by Loretta Morgan, seconded by Trisha Biggs to **waive second reading of Items 47, 47.a, 47.b, 47.c, 47.d, and 47.e.**

- Motion carried.

The meeting adjourned at 4:19 p.m.

rjrm