

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: February 4, 2009

Present: Agnes Samples
Brian Gurney
Alan Christensen
Vern Gagnon
Rita Kratky

Mark Jacobson
Dixie Metheny
Cindy Dell
Trisha Biggs
Tammi Miller

Absent: Gary Acton
Loretta Morgan – *excused*

Jennifer Leonard – *excused*

Guests: Kirk Lacy
Craig McKenzie
Susan Stewart
Mike Noon
Al Bummer

Mick Ender
Paul Bauer
Lisa Skinner
Bob Blackwell
Pete Bushman



Mark Jacobson called the meeting to order at 4:02 p.m. on Wednesday, February 4, 2009, in room B57 of the College of Technology.

The January 21 meeting minutes were accepted as presented.

I. ITEMS – FIRST READING

Item 35 AAS in Drafting and Design Technology. Modification of an existing program.

Item 35.a AS in Drafting and Design. Modification of an existing program.

Item 35.b Certificate of AS in Assistant Drafter. Modification of an existing program.

Item 35.c DRFT 128 3D Applications. Change course description.

Item 35.d DSGN 214 SolidWorks. New course.

Item 35.e DSGN 229 Project Development Lab. New course.

Item 35.f DSGN 230 Project Development Lecture. New course.

Item 35.g DSGN 231 Project Development Capstone. New course.

Item 35.h DSGN 228 Project Development. Delete course.

Item 35.i DSGN 238 Programming for CAD Applications. Delete course.

- Motion by Dixie Metheny, seconded by Brian Gurney to **approve Items 35, 35.a, 35.b, 35.c, 35.d, 35.e, 35.f, 35.g, 35.h, and 35.i on first reading.**

Paul Bauer, Drafting & Design program, stated that these changes incorporate more 3-D elements into the program, including new software called Sketch-up. Students are not required to purchase the software; it is available in the lab. Items 35.d through 35.h are to

split a 7 credit course into more manageable pieces. The total credits for the programs will not change because of these modifications.

- Motion carried.

- Motion by Vern Gagnon, seconded by Brian Gurney to **waive second reading of Items 35, 35.a, 35.b, 35.c, 35.d, 35.e, 35.f, 35.g, 35.h, and 35.i.**

- Motion carried.

Item 38 AAS in Radiologic Technology. Modification of an existing program.

Item 38.a RAD 102 Clinical Radiology I. Change credits from 4 to 5.

Item 38.b RAD 152 Clinical Radiology II. Change credits from 5 to 6.

Item 38.c RAD 202 Clinical Radiology IV. Change credits from 6 to 8.

Item 38.d RAD 252 Clinical Radiology V. Change credits from 6 to 8.

Item 38.e RAD 108 Clinical Radiology Intersession. New course.

- Motion by Cindy Dell, seconded by Trisha Biggs to **approve Items 38, 38.a, 38.b, 38.c, 38.d, and 38.e on first reading.**

Mick Ender, Radiologic Technology program, stated that the program has received an exception from the Board of Regents to increase the number of credits and thus the time period required to complete the program (i.e., more than two years). This is being done because of the number of clinical hours needed. Mr. Ender cited that because of this BOR exception, students will get more clinical hours in the Intersession course which helps in retention of the curriculum, and fewer clinical hours in Summer Session to help students who are working. The U of M College of Technology and the Great Falls COT also received the same exception. There are 14-16 students admitted into the program per year, with 7-8 having clinical hours at each hospital. More students per clinical site would be difficult to manage. Also, the increase in credits is mostly in the flat spot, so there is very little increased cost for the student.

- Motion carried.

- Motion by Cindy Dell, seconded by Dixie Metheny to **waive second reading of Items 38, 38.a, 38.b, 38.c, 38.d, and 38.e.**

- Motion carried.

Item 39 AAS in Computer Programming and Application Development. Modification of an existing program.

Item 39.a CST 211 Visual Basic .NET Capstone Project. Change title to Programming Capstone Project.

Item 39.b CST 220 Applied Introduction to Java. Change credits from 3 to 4.

Item 39.c CST 221 Applied Intermediate Java. Change credits from 3 to 4.

Item 39.d CST 265 Applied Advanced Visual Basic .NET Programming. Change credits from 3 to 4.

Item 39.e CST 236 Creating Interactive Flash Applications and Games. Delete course.

Item 39.f CMP 236 Advanced Web Programming. New course.

- Motion by Dixie Metheny, seconded by Brian Gurney to **approve Items 39, 39.a, 39.b, 39.c, 39.d, 39.e, and 39.f on first reading.**

Mike Noon, Computer Systems Technology, stated that there are several changes to the program. The credit increases for CST 220, 221, and 265 are to increase lab time. The title of CST 211 is being changed so that students are not required to use Visual Basic .NET for their projects. CST 168 Installing, Configuring and Administering Linux is being moved from electives to a required course, and CMP 236 is being added as a required course for valuable content for today's students. Mr. Noon noted that there has been an issue with two different instructors, one for the lecture and one for the lab, causing confusion for students. Adding the existing course CST 110 Applied Basic Programming Concepts Using Visual Basic .NET, which has an included lab, will help with this problem.

- Motion carried.

- Motion by Vern Gagnon, seconded by Dixie Metheny to **waive second reading of Items 39, 39.a, 39.b, 39.c, 39.d, 39.e, and 39.f.**

- Motion carried.

Item 40 AAS in Diesel Technology. Modification of an existing program.

Item 40.a Certificate of AS in Diesel Technology. Modification of an existing program.

Item 40.b DIES 245 Heavy Duty Powertrains/Powershifts. Delete course.

Item 40.c DIES 255 Applied Diesel Service Operations. Delete course.

Item 40.d DIES 101 Powertrains. New course.

Item 40.e DIES 256 Applied Diesel Service Operation I. New course.

Item 40.f DIES 257 Applied Diesel Service Operation II. New course.

Item 40.g DIES 202 Advanced Powertrains. New course.

- Motion by Agnes Samples, seconded by Brian Gurney to **approve Items 40, 40.a, 40.b, 40.c, 40.d, 40.e, 40.f, and 40.g on first reading.**

Al Bummer, Diesel program, stated that this modification is to make the Certificate a stand-alone program with broader exposure to more basics to better prepare students to go to work. The Certificate will now be basically the first two semesters of the AAS program, with the exception of some different general education courses. The Certificate has an increase of one credit, due to a BOR required general education course. These changes also split the Powertrains course into two: beginning and advanced. The Diesel Service Operation is being split mainly for simplification of scheduling and also to work with Cooperative Education. The Cooperative Ed option is not available in the Certificate. It was noted that there is not an exit exam/certification for this program, but only because the areas graduates can go into are so diverse. Not only can students work on automobiles or trucks, but also agricultural, construction, or even lawn care. Mr. Bummer noted that this is the only program in the state which carries NATEF certification.

- Motion carried.

- Motion by Trisha Biggs, seconded by Dixie Metheny to **waive second reading of Items 40, 40.a, 40.b, 40.c, 40.d, 40.e, 40.f, and 40.g.**

- Motion carried.

Item 41 Certificate of AS in Medical Coding & Insurance Billing. Modification of an existing program.

- Motion by Dixie Metheny, seconded by Cindy Dell to **approve Item 41 on first reading.**

Tammi Miller, speaking for Jane Hansen of the Medical Coding program, stated that many of the certificates at the COT have had to change their general education requirements due to BOR mandates. The Medical Coding & Insurance Billing program will now require MATH 104 Business Mathematics instead of MATH 105 Algebra for College Students, which will also decrease the total program credits by one.

- Motion carried.

- Motion by Vern Gagnon, seconded by Cindy Dell to **waive second reading of Item 41.**

- Motion carried.

Item 42 Certificate of AS Welding & Metal Fabrication Technology. Modification of an existing program.

Item 42.a METL 114 Shielded Metal Arc Welding Lab. New course.

Item 42.b METL 155 Semi-Automatic and SMAW Lab. New course.

Item 42.c METL 101 Welding Theory/Safety. Change course number to 111; change title to Welding Technology, Theory and Safety; change credits from 2 to 3; change prerequisite; and change course description.

Item 42.d METL 102 Blueprint Reading and Welding Symbols. Change course number to 112, change prerequisite, and change course description.

Item 42.e METL 103 Welding and Cutting. Change course number to 113, change title to Cutting and Shielded Metal Arc Welding Lab, change credits from 10 to 5, change corequisite, and change course description.

Item 42.f METL 201 Layout. Change course number to 151, change title to Layout and Pattern Making Fundamentals, change prerequisite & corequisite, and change course description.

Item 42.g METL 202 Metal Fabrication Theory. Change course number to 152, change title to Metal Fabrication Basics, change prerequisite & corequisite, and change course description.

Item 42.h METL 203 Gas Metal Arc Welding (MIG). Change course number to 154, change title to Semi-Automatic Welding, change credits from 3 to 2, change prerequisites, and change course description.

Item 42.i METL 204 Metal Fabrication. Change course number to 153, change title to Metal Fabrication Lab, change credit hours from 7 to 3, change prerequisite & corequisite, and change course description.

- Motion by Cindy Dell, seconded by Brian Gurney to **approve Items 42, 42.a, 42.b, 42.c, 42.d, 42.e, 42.f, 42.g, 42.h, and 42.i on first reading.**

Bob Blackwell, Welding & Metal Fabrication, noted that this program has essentially been the same since the beginning of the Vo-Tech system. Welders today must be very computer literate. These changes also align the catalog with what is already being taught in the classroom. The two new courses (Items 42.a and 42.b) are not really new, but rather a reorganization of existing curriculum. This Certificate is also the first two semesters of the proposed AAS in Welding (below).

- Motion carried.

- Motion by Vern Gagnon, seconded by Cindy Dell to **waive second reading of Items 42, 42.a, 42.b, 42.c, 42.d, 42.e, 42.f, 42.g, 42.h, and 42.i.**

- Motion carried.

Item 43 AAS in Welding and Metal Fabrication Technology. New program.

Item 43.a METL 211 Pipe Welding and Layout. New course.

Item 43.b METL 212 Pipe Welding Lab I. New course.

Item 43.c METL 213 Gas Tungsten Arc Welding. New course.

Item 43.d METL 214 Advanced Weld Technology and Theory II. New course.

Item 43.e METL 251 Specialty Welding Processes. New course.

Item 43.f METL 252 CNC Processes for Metal Fabrication. New course.

Item 43.g METL 253 Weld Testing and Certification. New course.

Item 43.h METL 254 Weld Testing and Certification Lab. New course.

Mr. Blackwell stated in this new program, students will be required to have certifications before they graduate. So, the lab (METL 254) is variable credit so students may earn higher levels of certification. Both Mr. Blackwell and Mr. Bruce Danner are certified inspectors for the American Welding Society, and students must meet AWS standards for their welds.

It was noted that the staff currently in place for the Welding program amount to 1.75 FTE, while this new program's course rotation will require 2 full-time faculty. Currently, the .75 faculty member is being paid from a grant which will most likely run out in December 2010. It was cited that this is a high demand area and it's likely enrollments will increase 40% to 50% with the implementation of the AAS.

It was observed that once the grant ends, there is not funding to pay for this program. Kirk Lacy, Associate Dean, noted that the grants are seed money to get this program running, and they know they will have to pay for this program once the grant ends. It has been prepared for in the strategic plan.

It was cited that Academic Senate has been promised the same before, and it always seems existing programs are cut to support a new program once its grant runs out. The Senate won't approve this proposal as is.

- Motion by Dixie Metheny, seconded by Cindy Dell to **approve Items 43, 43.a, 43.b, 43.c, 43.d, 43.e, 43.f, 43.g, and 43.h on first reading, with the caveat that the UCC must see a permanent funding model before second reading.**

- Motion carried.

It was agreed that the next meeting will be in two weeks unless the COT needs more time to put together budget information.

Vern Gagnon, Chair of the COT Curriculum Committee, noted that there is a large group of changes which missed the January deadline but will eventually be coming forward, though perhaps not for this year's catalog.

The meeting adjourned at 5:05 p.m.

rjrm