

## UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

**Date:** March 11, 2009

**Present:** Loretta Morgan  
Mark Jacobson  
Jennifer Leonard  
Alan Christensen  
Rita Kratky

Agnes Samples  
Brian Gurney  
Dixie Metheny  
Trisha Biggs

**Absent:** Cindy Dell  
Gary Acton – *excused*

Vern Gagnon – *excused*

**Guests:** Amy Bruce  
Bob Blackwell  
Karen Heikel  
Lonnie Schrag

John Cech  
Buck Dannar  
Susan Stewart  
Ed Becker



Mark Jacobson called the meeting to order at 4:06 p.m. on Wednesday, March 11 in room B57 of the College of Technology.

The February 18 meeting minutes were accepted as presented.

### I. ITEMS – SECOND READING

**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.

- Motion by Trisha Biggs, seconded by Brian Gurney to **approve Items 43, 43.a, 43.b, 43.c, 43.d, 43.e, 43.f, 43.g, and 43.h on second reading.**

John Cech, Dean of the COT, stated that this program adds a second year to the existing Certificate of Applied Science in Welding and Metal Fabrication. Students can still exit the program after one year and earn the Certificate, or in this new program they can continue another year and receive an AAS. Later on, the COT hopes to come back with a proposal for an “advanced certificate” for people who already have experience in welding/metal fabrication but need to come back to school for the energy-related curriculum.

Dean Cech noted that the staffing plan needs to be corrected because Instructor Buck Dannar will be moving to a full 1.0 FTE, rather than his current 0.75 FTE. The enrollments, state funds, and grant funding will fund this program for the first two years. After the two years, the College is proposing internal reallocation of funds from programs which are being shut down to fund the welding program.

Susan Stewart, Director of COT Operations and Finances, noted that the budget supplied to the UCC is the *incremental* budget, which means this budget details what goes above the current COT budget. The student fees for this program will be proposed to the Board of Regents in May, so they have not yet been approved. Dean Cech responded to the question of BOR approval of the fees by noting that Provost Campbell plans to highlight the expensive nature of the raw materials for welding and metal fabrication and the College cannot depend on industry to donate those raw materials. If the fees are rejected, the COT can manage using grant money and the fees can be proposed again in two years, but this is not the preferred situation.

Dean Cech cited that welding is a high-demand field, very similar to the current demand in nursing. Welding Instructor Bob Blackwell noted that energy is very big in this area: oil, coal, wind, and natural gas. The region needs new workers to fill in for retiring workers, and those new workers need to be very technically astute. New equipment for this program has been paid for with energy grants; the lab can currently handle 40 students at once.

- Motion carried.

## II. ITEMS – FIRST READING

**Item 49** Certificate of AS in Automobile Refinishing Technology. Modification of an existing program.

- Motion by Loretta Morgan, seconded by Trisha Biggs to **approve Item 49 on first reading.**

Mr. Ed Becker, Auto Refinishing Instructor, noted that this program currently requires a remedial math course, which is being changed to MATH 103 Essential Mathematics for the Trades.

- Motion carried.

- Motion by Trisha Biggs, seconded by Brian Gurney to **waive second reading of Item 49.**

- Motion carried.

**Item 51** BIOL 213 Anatomy and Physiology I. Change title to Human Anatomy and Physiology I and change course description.

**Item 51.a** BIOL 214 Anatomy and Physiology I Laboratory. Change title to Human Anatomy and Physiology I Laboratory.

**Item 51.b** BIOL 216 Anatomy and Physiology II. Change title to Human Anatomy and Physiology II and change course description.

**Item 51.c** BIOL 217 Anatomy and Physiology II Laboratory. Change title to Human Anatomy and Physiology II Laboratory.

- Motion by Dixie Metheny, seconded by Trisha Biggs to **approve Items 51, 51.a, 51.b, and 51.c on first reading.**

Lonnie Schrag, Chair of Health & Safety Occupations, stated that in the past the Paramedic program only required part one of A&P, but those students needed to cover certain areas. To solve this problem, the basic curriculum of the two courses was flip-flopped as compared to other A&P courses in the state. Now the Paramedic program has changed so the A&P can return to the same format as other courses in the state. The titles of the courses are being changed to more accurately reflect the curriculum and also to match titles with the rest of the state for transferability. Mr. Schrag also noted that the east campus A&P courses are now 300-level, and are thus downwardly compatible with the COT courses (i.e., students can transfer from the east campus to the COT, but not vice versa). The above courses are restricted to COT students, and are equivalent to other COT A&P courses across the state.

- Motion carried.

- Motion by Loretta Morgan, seconded by Brian Gurney to **waive second reading of Items 51, 51.a, 51.b, and 51.c.**

- Motion carried.

**Item 54** PSLL 120 Create Your Best Career. New course.

- Motion by Trisha Biggs, seconded by Dixie Metheny to **approve Item 54 on first reading.**

Karen Heikel, Dean of the College of Professional Studies and Lifelong Learning, stated that they are both creating a new course *and* a new rubric with this proposal. This course will be marketed towards the community but can have value for current students, perhaps in their junior or senior year as they prepare to launch their career search. The course will be taught in the evening downtown for just five weeks. This course is mostly for potential non-traditional students who may not be ready to jump into a college course, and also teaches skills that are requested by downtown businesses on the CPSLL Advisory Board (resume writing, interviewing, etc.). The course is for credit, taught by Pat Reuss and Amy Bruce outside of their normal working hours. Amy Bruce noted that she is working on a second course with Jane Howell, a basic introduction to research writing, which will also be targeted to potential non-traditional students.

- Motion carried.

- Motion by Trisha Biggs, seconded by Brian Gurney to **waive second reading of Item 54.**

- Motion carried.

The meeting adjourned at 4:40 p.m.

rjrm