

M-I-N-U-T-E-S
Curriculum Committee
Wednesday, October 21, 2015, 3:00 PM
Topp Room

Present: Tom Nordenholz (Acting Chair), Frank Yip, Amy Parsons, Britt Elliott, Amber Janssen, Scott Green, Nipoli Kamdar, Jeff Ward, John Matusek, Dianne Meredith (for Ryan Dudley Wade), Sam Pecota (Non-voting), Shari Smiljanic-Villa (Non-voting), Mike Tressel (Non-voting), Peg Solveson (Non-voting) and Pat Harper (Non-voting)

Absent: Ryan Dudley Wade

Guest: Graham Benton

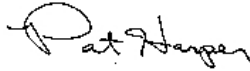
- * The meeting was called to order at 3:06 PM.
- * Tom called for approval of the agenda for October 21, 2015 and the minutes for April 6, 2015. Amy motioned that both be approved; Scott seconded the motion. The agenda and minutes were unanimously approved, 10-Yes/0-No.
- * **Eliminate “Class of”** – Peg explained how “Class of” is used for registering for classes. Block enrollment would ensure students on track are enrolled in the classes they need. Sam suggested that a subcommittee be formed. Tom asked that each department representative talk to their department. Dianne was on a committee that sent out surveys to faculty, students, and staff. She was asked to share her data.
- * **Capping of Courses** –The Committee asked that Shari run a query for all courses so everyone can see what course caps are currently in PeopleSoft. PeopleSoft and 25Live also need to match regarding the number of chairs available in each classroom. There was also discussion of how the committee will examine and re-assess class sizes across the curriculum.
- * **CCR 10/15-04 Various ME Catalog Changes** – Removal of STCW designation from ENG 120 Engineering Communications and add it to ME 220 Computer Aided Engineering. For ME 230 Engineering Materials, change the prerequisite from CHE 100 to CHE 110 since CHE 100 is no longer offered. Amy motioned for approval; Frank seconded the motion. The unanimous vote was 10-Yes/0-No.

There were other prerequisite changes requested but they weren’t on a CCR form. The Committee tabled these requests and asked that they be brought back on CCR forms.
- * **CCR 10/15-05 Certified Plant Engineer – In Training Certificate for FET** – Remove reference to CPE-IT Certificate from catalog and curriculum sheets because certificate is no longer offered by the Association for Facilities Engineering. Britt motioned for approval; Nipoli seconded the motion. The unanimous vote was 10-Yes/0-No.
- * **CCR 10/15-06 CRU 350 Sea Training III** – Add EPO 235 as a prerequisite. Britt motioned for approval, as written; Scott seconded the motion. The unanimous vote was 10-Yes/0-No.

Nipoli departed.

- * **CCR 10/15-01 MGT 305 Information Systems Management** – Course content requires the use of computers by students so the CS Number has been revised to 05 Seminar, which will reduce class enrollment so course can be taught in the computer lab. Tabled because the Committee had some questions and Dianne couldn't answer them.
- * **CCR 10/15-02 GMA 350 Political Geography** – Revision of course prerequisites. The Committee asked that the prerequisite be changed to GMA 100 or GMA 215 or permission of the instructor. Amy motioned for approval, as amended; Scott seconded the motion. The unanimous vote was 9-Yes/0-No.
- * **CCR 10/15-03 Various MT Catalog Changes** – Revision of prerequisites for various courses and revision of CRU 200 course description due to STCW changes and the revision of course numbers. Scott motioned for approval; Frank seconded the motion. The unanimous vote was 9-Yes/0-No.
- * The meeting was adjourned at 4:30 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Harper".

Pat Harper, Secretary

cc: Julie Chisholm, Chair, Academic Senate
Sue Opp, Provost & VPAA
Thomas Cropper, President