The meeting began at 8:00 a.m.

The Chair welcomed members of the Committee

Consent Agenda:

The following items remained on the Consent Agenda and passed unanimously.

2. College of Business
   b. Changing Graduation Requirements in a Major (Bus. Admin. – Marketing)
   c. Changing Restr. or Credits in a Course – BUS 3605 (Consumer Behavior)
   d. Changing Restr. or Credits in a Course – BUS 3607 (Marketing Research)
   e. Changing Restr. or Credits in a Course – BUS 3611 (Ent. & Sports Mkting)
   f. Changing Restr. or Credits in a Course – BUS 3612 (Hosp. & Tourism Mkting)
   g. Changing Restr. or Credits in a Course – BUS 4601 (Mkting Analysis & Strategy)
   h. Changing Restr. or Credits in a Course – BUS 4605 (Retail Management)
   i. Changing Restr. or Credits in a Course – BUS 4607 (Brand Management)
   j. Changing Restr. or Credits in a Course – ELA 2603 (Admin. & Personnel Law)

3. Dept. of Science and Mathematics Ed. -- Changing Restr. or Credits in a Course
   a. EDS 2010 (Education Seminar)
   b. EDS 4096 (Student Teaching 2)

4. School of Psychology – Criminal Justice
   a. Adding a New Course to the Curriculum – CRM 4712 (Criminal Justice Ethics)
   b. Adding a New Course to the Curriculum – CRM 3901 (Comparative Crim. Just.)
   c. Adding a New Course to the Curriculum – CRM 2702 (Criminal Investigations)
   d. Adding a New Course to the Curriculum – CRM 2002 (Correctional Systems)
   e. Adding a New Course to the Curriculum – CRM 2201 (Criminology)
   f. Adding a New Course to the Curriculum – CRM 3012 (Resrch. Meth. in C.J.)

5. School of Psychology – Changing Restr. or Credits in a Course
   a. Changing Restr. or Credits in a Course – PSY 4413 (Undergrad. Research)

Agenda Discussion Items:

The following item was discussed and passed unanimously.

1. Dept. of Chemical Engineering – Changing Restr. or Credits in a Course – CHE 1102 (Introduction to Chemical Engineering 2)

There was a question whether it was appropriate to remove CHE 1101 as a prerequisite for CHE 1102 in light of the CHE 1102 course description which suggests that CHE 1102 is a continuation of CHE 1101. In response, it was
noted that the content of both CHE 1101 and CHE 1102 had been tweaked over the years such that the courses are decoupled and that the course descriptions would be reevaluated to reflect this.

The following item was discussed and passed unanimously.
2a. Changing Graduation Requirements in a Major (Management)
   There seemed to be additional changes on the supplied “new” flowchart in comparison with the “old” flowchart that were not reflected on the official forms. It was discovered that the “old” flowchart was, in fact, an even older version that did not reflect changes that had previously passed the Committee. The Committee was assured that the only changes being made to the program were those indicated on the official paperwork.

The following items were discussed and unanimously tabled.
4g. Changing Graduation Requirements in a Major (BA Criminal Justice)
4h. Changing Graduation Requirements in a Major (AA Criminal Justice)
   There appeared to be several discrepancies between the changes indicated on the official forms and the supplied flowcharts. In the interest of time, it was agreed that the discrepancies would be resolved, and new documentation would be disseminated to the Committee via email. Discussion of these items was tabled. Because of the interest in having these changes passed this semester, it was agreed that after the new documentation was disseminated, a vote on passage of these changes would be held by email before the end of the semester.

After the previous items were tabled, the importance of providing accurate documentation to the Committee was stressed so they can properly review proposed changes and additions to the curriculum.

The following items were discussed and unanimously passed.
6. College of Engineering – Adding a New Course to the Curriculum
   a. EPE 1000 (Protrack Cooperative Education Preparation)
   b. EPE 1100 (Protrack Cooperative Education)
   c. EPE 2100 (Protrack Cooperative Education)
   d. EPE 3100 (Protrack Cooperative Education)

Dr. Kalajian (Assoc. Dean of Academics for the College of Engineering) was present to answer questions regarding these items. Noting that “N/A” was probably not appropriate on the official forms for the “Department” field, it was asked what department would be responsible for these courses. Dr. Kalajian responded that the College of Engineering would be the academic unit responsible for these courses and that was indicated on the forms. Another question arose as to whether it was appropriate that EPE 3100 should be allowed to satisfy technical credit. Dr. Kalajian responded that EPE 3100 was designed with more technical rigor and more demanding criteria, that the students will have had two previous co-op experiences prior to taking this course, and that a faculty member will review the final report associated with this course before determining a final grade in the course. It was noted that each of these courses, except EPE 1000 could be used as free elective. It was also asked whether a restriction of
a 2.7 GPA on a 1000-level course was appropriate. Since the first of the EPE
courses would not be taken until the Spring semester, a GPA will have been established
and it was decided that the GPA restriction is fine. Also, the GPA requirement has been
established to help emphasize to the students that the Protrack program is a rigorous
program designed for more committed students. Finally, a general question arose as to
whether the level of a course (1000, 2000, etc.) is directly correlated to freshman
standing, sophomore standing, etc. It was noted that the catalog indicates no such
correlation.

Other:

1. Continuation of discussion as to what constitutes a passing grade in a P/F course
    (Ms. Young, Dr. Baum) Tabled from the previous meeting
    In the interest of time, this item was not discussed and tabled until the next meeting.

The Chair noted the following informational items.

2. Informational
   a. Approval of an Undergraduate Online Course to Have the Same Course
      Number as an On-Campus Undergraduate Course
         BUS 3605 (Consumer Behavior)
         BUS 3607 (Marketing Research)
         BUS 3611 (Entertainment and Sports Marketing)
         BUS 3612 (Hospitality and Tourism Marketing)
         BUS 4601 (Marketing Analysis & Strategy)
         BUS 4605 (Retail Management)
         BUS 4607 (Brand Management)

   b. Spring 2010 meeting schedule:
      January 29    February 26
      March 26      April 30
      May 7 (if needed)

Our next meeting is Friday, January 29 at 8:00 a.m. in the Physical Sciences conference room.
Agenda items are due Friday, January 22.

Meeting adjourned at 8:58 a.m.

Respectfully submitted,

Mark Archambault – Chair