

CURRICULUM COMMITTEE

February 19, 2016

MINUTES

PRESENT: Tamara Clunis, Claudie Biggers, Frank Sobey, Jason Norman, Kim Crowley, Judy Isbell, Kelly Prater, Mark Rowh, Dan Ferguson, Debby Hall, Diane Brice, Edie Carter, Jodi Lindseth, Karen Taylor, Kristin Edford, Kristin McDonald-Willey, Richard Pullen, Megan Eikner, Tamra Rocsko, Carol Buse, Frank Sobey, Gay Mills, Jill Gibson, Robin Malone, Sarah Davis as recorder.

ABSENT: Deborah Vess, Becky Burton, Brian Farmer, Toni Gray, Jerry Terry

WELCOME: Dr. Clunis welcomed everyone.

- I. **MINUTES:** Minutes of January 21, 2016 were reviewed, Jason Norman made motion to approve, seconded by Mark Rowh, approved by all.

II. PROPOSALS:

Review of process by Tamara Clunis. When adding a new course you must to submit the course inventory that goes with it. Need all information regarding the new course.
Kristin McDonald-Willey explained the new form will note to include inventory.

Also discussed the option of tabling proposals rather than voting to decline proposal. Tabling proposals makes it possible to bring the proposal back at the next meeting.

- a. **Edie Carter, Academic Success, Dev. Ed. Math, Add a course:**

New pathway providing an alternative pathway for non-STEM and Non-Business majors. It is a study of a variety of mathematical topics needed to prepare students for MATH 1332 or MATH 1342. Students with a TSI Math score of 336 or higher or completion of Math 0302- minimum grade of C, and a TSI Reading score of 347 or higher who are planning on a non-STEM or non-Business degree may choose this option. After completing this course, students will be considered to have met the pre-requisite for Statistics or Contemporary Math.

Discussions followed. A mathematical reasoning course.

Motion made to approve by Judy Isbell, seconded by Dan Ferguson, approved by all.

- b. **Jill Gibson, Liberal Arts**

Request Mass Media, Removal/Course Name Changes

Goal of this change is to make the curriculum less confusing. We have many choices in Mass Media, so we need to remove some of the courses due to low enrollment and we're losing our only full time faculty member. Since there is very small enrollment, this would boost enrollment in other courses while ensuring student obtain what they need.

- i. a) Request to remove COMM 2339 Writing for Electronic Media, COMM 2305 Editing and Design, COMM 2315 News Reporting, IMED 2359 Interactive Web Elements and RTVB 2164 Practicum – Radio and Television Broadcasting.
- b) Propose to change name to Marketing e-Commerce.

Discussion followed.

- a) It was agreed the courses may be removed from the curriculum, but will stay in the catalog for 5 years then be removed from catalog.

Dan Ferguson moved to remove the 5 courses, Karen Taylor seconded, all approved.

- b) It was agreed **Digital (e-Commerce) Marketing** would be most appropriate.

Dan Ferguson moved to approve, Mark Rowh seconded, all but one approved.

Tamar Clunis reminded the committee that the committee makes recommendations, but Dr. Vess ultimately has discussed her concerns that due diligence may need to be confirmed.

ii. Mass Media AAS, Option and Course Changes

Goal of this change is to make the curriculum less confusing. We have many choices in Mass Media, so we need to remove some of the courses due to low enrollment and we're losing our only full time faculty member. Since there is very small enrollment, this would boost enrollment in other courses while ensuring student obtain what they need.

This is the reasoning for each AAS, AS and Certificate requests.

- a. Remove Media Content Option:
- b. Major Course Requirement:
Replace IMED 2359 Interactive Web Elements with IMED 1316 Web Page Design I
- c. Online Marketing Option:
Replace COMM 2339 Writing for Electronic Media with MRKG 2333 Principles of Selling
Replace IMED 1316 Web Page Design I with IMED 2315 Web Page Design II
- d. Media Production Option
Replace COMM 2339 Writing for Electronic Media with ARTC 1394 Special Topics in Animation, Interactive Technology, Video Graphics and Special Effects.
Replace RTVB 2164 Practicum – Radio and Television Broadcasting with COMM 2311 Medial Writing.

Discussion followed.

Motion to approve by Edie Carter, seconded by Dan Ferguson, all approved.

iii. Remove Courses from AS Optional Courses

- a. Remove COMM 2339 Writing for Electronic Media
- b. Remove COMM 2305 Editing and Design
- c. Remove COMM 2315 News Reporting

Discussion followed confirming changes and students needs being met.

Motion to approve by Dan Ferguson, Mark Rowh seconded, approved by all.

iv. Changes to Mass Media Certificate

- a. Remove Media Content Option
- b. Online Marketing Option
Replace 2339 Writing for Electronic Media with MRKG 2333 Principles of Selling
- c. Media Production Option
Replace 2339 Writing for Electronic Media with ARTC 1394 Special Topics in Animation, Interactive Technology, Video Graphics and Special Effects

Discussed followed confirming changes and students' needs.

Motion to approve by Dan Ferguson, Mark Rowh seconded, approved by all.

c. Carol Buse, STEM

i. Legal Studies, Remove Courses from Catalog

Gay Mills presented the opening information regarding the proposed changes for the Legal Studies: Remove POFI 2301 – Work Processing and POFI 2340 – Advanced word Processing and Add POFI 2350 – Databases.

Discussion followed with explanations and support of the proposed addition of POFI 2350 Databases.

While reviewing the presentation materials and considering the amount of time left in the meeting it was decided to table the proposals for today. The proposals will be permitted to be presented at the next meeting.

III. The next meeting is scheduled during spring break, so everyone will be notified as to the next date.

IV. Meeting adjourned 11:15 am.