

UNDERGRADUATE CURRICULUM COMMITTEE MINUTES

Date: November 12, 2002

Present:	Dennis Nettiksimmons	Marvin Bulgatz
	Pat Holman	Tom Hinthorne
	George Madden	James Nowlin
	Susan Gregory	Bruce Brumley
	Tim Urbaniak	Vern Gagnon
	Karen Everett (ex-officio)	

Absent:	Lorrie Steerey – <i>excused</i>	Rachel Schaffer – <i>excused</i>
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Guests:	Craig McKenzie	John Cech
	Chris Brewer	

Presiding: George Madden, Chair



George Madden called the meeting to order at 3:40 p.m. on Tuesday, November 12, 2002 in room B001 of the College of Technology.

I. The October 29, 2002 meeting minutes were approved.

II. ITEMS FIRST READING

The question was raised as to whether catalog descriptions must start with an action verb. It was noted that all of them already in the catalog start with an action verb, and ultimately Dr. Sexton is the editor. It is his decision. Several of the new courses today have descriptions that do not start with an action verb, but that can be changed when the changes are put into the catalog.

Item 25 AAS in Automotive Technology. Modification of an existing program.

Item 25.a Automotive Technology Certificate. Modification of an existing program.

Item 25.b CTAT Courses (140, 141, 292, 293, & 296). Change rubric to AUTO.

Item 25.c TRID 170 Engine Theory. New course.

Item 25.d AUTO 172 Engine Rebuild. New course.

Item 25.e AUTO 110 Manual Drive Train and Axles. New course.

Item 25.f AUTO 257 Automatic Transmission/Transaxle. New course.

Item 25.g TRID 180 Electrical Systems. New course.

Item 25.h AUTO 220 Automotive Electrical/Electronic Systems. New course.

Item 25.i AUTO 182 Diagnosis and Tune-Up. New course.

Item 25.j AUTO 222 Automotive Engine Performance. New course.

Item 25.k AUTO 255 Applied Automotive Service Operations. New course.

Item 25.L CTAT 142 Open Shop. Change rubric, catalog number, title, lecture hours, credit hours, prerequisites, & description.

Item 25.m CTAT 103 Automatic Transmissions/Open Shop. Change rubric, catalog number, title, lecture hours, credit hours, prerequisites, and description.

- Motion by James Nowlin, seconded by Susan Gregory to approve **Items 25, 25.a, 25.b, 25.c, 25.d, 25.e, 25.f, 25.g, 25.h, 25.i, 25.j, 25.k, 25.L, and 25.m** on first reading.

- Motion carried.

It was noted that these changes are moving from 15-credit blocks to 3 credit courses. The old instructor, who is no longer here, set up the program with these large blocks of credits. The new instructor is now breaking them up so there are no large number credit courses.

It was also noted that as the College of Technology moves to being a Community College, the rubrics for the courses should not change again.

- Motion by James Nowlin, seconded by Tim Urbaniak to waive second reading of **Items 25, 25.a, 25.b, 25.c, 25.d, 25.e, 25.f, 25.g, 25.h, 25.i, 25.j, 25.k, 25.L, and 25.m.**

- Motion carried.

Item 26 CTHV Courses. Change rubric to HVAC. (CTHV 111, 120, 130, 152, 162, 172, 200, 201, 204, 212, 213, 222, 231, 237, 242, 292, 293)

Item 26.a CTAB Courses. Change rubric to ABDY. (CTAB 111, 112, 121, 122, 131, 132, 141, 142, 292, 293)

Item 26.b CTDR Courses. Change rubric to DSGN. (CTDR 107, 116, 148, 204, 208, 238, 248)

Item 26.c CTDR Courses. Change rubric to DRFT/DSGN. (CTDR 291, 292, 293)

It was also noted that the COT is in the skills market, whereas the COB is more a career-

Item 36 AS Program of Study in Human Resources. Modification of a program: Add a Human Resource Management Certificate as exit point.

Item 36.a AS Program of Study in Human Resources. Modification of a program: Add a Human Resource Management Essentials Certificate as exit point.

It was noted that these two items go along with the rest of the Human Resources program, so they should be tabled for one week as well.

- Motion by Pat Holman, seconded by James Nowlin to **table Items 36 and 36.a**