

**MINUTES OF
GRADUATE COLLEGE COMMITTEE ON CURRICULA**

October 8, 2021

Present: M. Bunker, C. Christopher, M. Conrad, S. Coon, H. Gallivan, S. Goss, D. Grant, R. Kidwell, D. Marchesani, R. McNeal, C. Nielsen, G. Olivares, A. Schmiesing

Absent: S. Moore

The meeting was called to order by Chair Olivares at 3:00 p.m. via Zoom

I. Welcome

Chair Olivares welcomed committee members.

Chair Olivares shared the Provost Office approved the Department of Technology to start working on a new MA emphasis and stand-alone certificate proposal that can be approved during this curriculum cycle. Chair Olivares will schedule a GCCC meeting in November to review the proposal.

II. CHAS Science Curriculum Review (Consent Agenda Items)

S. Coon moved to approve all proposed College of Humanities, Arts and Sciences consent agenda. R. McNeal seconded.

Agenda Items - Courses

- EARTHSCI 3365: Hydrology Seminar (edited)
- PHYSICS 4700: Electrodynamics (edited)
- TECH 4110: Manufacturing Process Planning (edited)
- TECH TEE 3100: Technology and Engineering Education Curriculum Planning (edited)
- TECH TEE 3150: Technology & Engineering Education Lab Management (edited)
- TECH 6100: Engineering Cost Analysis (edited)
- TECH 6225: Integrated Logistics and Production Operations (edited)
- TECH 6231: Thermodynamics of Material Processing (edited)
- TECH 6235: Material Transformations and Modeling (edited)
- TECH 6239: Foundry Management (edited)
- TECH 6242: Complex Digital System Design (edited)
- TECH 6244: Applied Embedded Systems (edited)
- TECH 6250: Technology of Productivity Improvement (edited)
- TECH 6258: Total Quality Management (edited)
- TECH 6275: Advanced Lean and Sustainable Operations (edited)
- TECH 6288: Master Internship/Project (edited)
- TECH 6292: Research Methods in Technology (edited)
- TECH 6295: Advanced Management and Supervision Technology (edited)
- TECH 6299: Research (Master's Thesis)
- TECH 6300: Advanced Technical Project Management for Engineering and Technology (edited)

Chair Olivares motioned to vote to approve all proposed College of Humanities, Arts and Sciences consent agenda. The motion passed unanimously.

III. CHAS Science Curriculum Review (Regular Agenda Items)

S. Coon moved to approve the College of Humanities, Arts and Sciences curriculum packet. R. McNeal seconded.

A. Department of Chemistry & Biochemistry

Agenda Items – Courses

- CHEM 4310: Instrumental Analysis (edited)

S. Coon explained this is the upper level course in the area of analytical chemistry. The sequence of courses used to be two four-credit courses. The sequence is now being split into three courses, CHEM 4310 (3 hours), CHEM 2320 (3 hours) and CHEM 2330 (2 hours). The total hours of the sequence stays the same, it is just being distributed differently. CHEM 4310 is offered once a year and is taken by junior and seniors. Students will not be impacted. Students who have taken the course at four hours will have earned enough hours for the requirement. If a student has already taken the lower level courses and will now take CHEM 4310 at three hours, a student request can be done to satisfy the requirement of eight hours. D. Grant asked S. Coon if the department is confident a student who needs the CHEM 4310 course is getting the same content that was in the four-hour course. S. Coon assured the department would take care of this small group of students. D. Marchesani asked if a student took one of the four hour courses and then takes a three hour option, will this student be off by one credit hour. S. Coon replied the department will add a one-hour independent study to manage the transition. They have already started to teach the five credit lower level courses this semester as experimental so there are already students in the pipeline.

Chair Olivares motioned to vote to approve the course proposal for Department of Chemistry & Biochemistry. The motion passed unanimously.

B. Department of Technology

S. Coon moved to approve the curriculum packet for the Department of Technology. R. McNeal seconded.

Agenda Items - Courses

- TECH 3024: Solid Modeling and Additive Manufacturing for Design (edited)

The course description was updated using current technology language. The pre-requisite TECH 2024 has been added.

- TECH 4158: Graphic Communication Data Visualization (edited)

A notation was added that states the pre-requisite course would be waived for non-Graphic Technology majors. There are students in Interactive Digital Studies or Graphic Design that may want to take this course. These students would have the required background from their other studies.

- TECH 4167: Power Electronics Applications (edited)

S. Coon explained the lower level pre-requisite TECH 2038 was removed leaving just the upper level pre-requisite TECH 3152. These courses are not sequential. The Department of Technology is trying to make their major tracks more assessable to transfer students. D. Grant asked if the department wanted the pre-requisite of TECH 3152 and TECH 2038 listed as a pre-requisite or co-requisite. S. Coon replied yes.

G. Olivares motioned to vote to approve course proposals for the Department of Technology curriculum packet. The motion passed unanimously.

IV. COB Curriculum Review

S. Coon moved to approve the College of Business courses. R. McNeal seconded.

Agenda Items – Courses

- CTE 4110: Methods for Career and Technical Education (added)
- CTE 4120: Assessment and Evaluation in Career and Technical Education (added)
- CTE 4130: Curriculum Design for Career and Technical Education (added)
- CTE 4140: Foundations of Career and Technical Education (added)

- CTE 4150: Implementation of Work-based Learning Programs (added)

Chair Olivares explained a consultation with the Department of Technology was requested but has not yet been done. The CTE courses were approved in UCC.

S. Coon shared these courses have been offered as experimental courses through Continuing Education through the GIS mode of instruction. The College of Business is now putting the courses through the curriculum process. The courses will be taught by the same instructors in Continuing Education. These courses are intended for someone who has been working in the industry, now want to teach, and a school district wants to hire them. This set of courses will let them earn an endorsement to teach in career and technical education. This is a broad field and covers a lot of different careers. These courses are designed for a student not on campus and already has a bachelor's degree. A teacher would typically take these courses at the graduate level to move up the salary scale. If someone just needs certification, they could take the undergraduate level.

Chair Olivares said the purpose of the consultation was to check the syllabus. The course models used are from Continuing Education so there is not an explanation of how the graduate level requirements will be different. Chair Olivares will let Continuing Education know in the future there needs to be an explanation of the requirements for graduate students.

Chair Olivares asked if GCCC wants to approve this course proposal based on the approval by UCC. These are teaching courses and should be discussed further but the Department of Technology doesn't currently have an instructor to teach their Technology Education courses. We have been waiting for a response and the response has not come. D. Grant asked if GCCC can wait and discuss it later. Chair Olivares said we do have a pending proposal with the Department of Technology and could revisit this situation at that time. She feels it is not appropriate to hold the proposal while waiting for a response. They are all teaching courses for K-12 teachers to earn an endorsement. The Graduate College has a rule that only one GIS course is allowed for the program, unless a student request is approved. The courses would be for an endorsement through the BOEE, not for their graduate program.

D. Grant feels we need a response from the Department of Technology. As long as we are not holding people up for a year, we could still get the courses approved during this cycle. If we approved the course proposal today, he would still want a response from the Department of Technology on what a graduate student needs to do for these courses. Chair Olivares suggested we table the course package until November with the other pending items from Department of Technology.

S. Coon moves to table the course package for the Department of Technology until November. Chair Olivares will reach out to the Department of Technology for a syllabus explanation for the graduate level courses.

Meeting adjourned at 3:30 pm.

Respectfully submitted,

April Schmiesing
Office of the Registrar

cc: UCC
GCCC
Guests
Record Analysts

Addendum to Minutes – Process completed via email on Tuesday, October 12, 2021.

The GCCC agreed to table the College of Business CTE courses until further clarification on the graduate aspect of the courses was provided. Chair Olivares emailed the following responses from Karen Cunningham to the GCCC members.

Agenda Items – Courses

- CTE 4110: Methods for Career and Technical Education (added)
- CTE 4120: Assessment and Evaluation in Career and Technical Education (added)
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- CTE 4150: Implementation of Work-based Learning Programs (added)

Chair Olivares asked what courses have been taught at the graduate level. K. Cunningham answered all of the courses have been taught at the graduate level using experimental course numbers. Chair Olivares asked how is the content different from undergraduate to graduate. K. Cunningham answered the graduate sections require a research project. We will get this requirement added to the syllabus. Chair Olivares asked how many students have taken the CTE courses as graduate level. K. Cunningham answered it's fairly split between students seeking the undergraduate credit/endorsement and those seeking graduate credit/endorsement. Chair Olivares asked do all prospective teachers who seek the CTE teaching endorsement seek it at the graduate level. K. Cunningham answered no, many of the students who enroll take it at the undergraduate level. You don't need to take the courses at the graduate level to be certified. Chair Olivares asked will the graduate level requirements be added to the syllabus (in a meaningful way – like what percentage of the grade is the research project). K. Cunningham answered yes, we can make sure to add (to each syllabus) the percentage of the grade that will be given to the research project for all the CTE courses.

S. Coon has moved to vote on the CTE course packet for the College of Business. Chair Olivares asked GCCC members to respond with their vote via email. The motioned passed on Tuesday, October 12, 2021.