

**MINUTES OF THE CURRICULUM COMMITTEE MEETING
NOVEMBER 6, 2003
LIBRARY 401**

Ms. Ruth Charnay called the meeting to order at approximately 3:03 p.m. after a quorum was reached.

Voting members in Attendance: Ms. Ruth Charnay (chair), Ms. Barbara Gowdy, Ms. Carol Heitkamper, Mr. Julian Hilliard, Mr. John Hockett, Mr. Ziayien Hwang, Dr. Thomas Jones, Mr. Steve Kamm, Mr. Paul Lewis, Ms. Nancy Pietroforte, Dr. Jim Schwark, Ms. Pam Stout, Ms. Susan VanSchuyver, Ms. Anita Williams, Ms. Bertha Wise.

Absent Members: Ms. Carolyn Frye-Shegog, Ms. Sara Mathew.

Others in Attendance: Dr. Jim DeChenne, Dean, Division of Learning Resources; Dr. Charlotte Mulvihill, Professor of Biotechnology; Ms. Anita Philipp, Professor of Computer Science; Mr. Douglas Gregory, Professor of Computer-Aided Design; Ms. Susan Mills, Curriculum Committee Student Representative; Dr. Mauricio Sanchez, Professor of Engineering; Mr. Max Simmons, Dean, Division of Science and Mathematics.

Welcome: Ruth Charnay welcomed everyone to the Curriculum Committee meeting.

Announcements: Ruth Charnay informed the Committee that Sara Mathew will not be attending today's meeting. The next meeting will be November 13, 2003.

- Susan VanSchuyver made the motion to approve the October 23, 2003 minutes.

Ziayien Hwang seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree and Certificate of Mastery in Biotechnology) from the Science and Mathematics Division – Dr. Charlotte Mulvihill, Professor of Biotechnology – Presenter

- Jim Schwark made the motion to approve the modification of the AAS degree program in **Biotechnology**.

Steve Kamm seconded the motion. The motion was approved unanimously.

- Bertha Wise made the motion to approve the modification of the certificate of mastery in **Biotechnology**.

Susan VanSchuyver seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree in Computer Science) from the Information Technology Division – Anita Philipp, Professor of Computer Science – Presenter

- Steve Kamm made the motion to approve the modification of the course, **CS 2553 Advanced Visual Basic**, on page 4 of the revised handout.

Ziayien Hwang seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree and Certificate of Mastery in Computer-Aided Design and AS Degree in Pre-Engineering) from the Information Technology Division – Douglas Gregory, Professor of Computer-Aided Design and Dr. Mauricio Sanchez, Professor of Engineering – Presenters

- Jim Schwark made the motion to approve the modifications of the courses, **ENGR 1213 Engineering Graphics and Design** and **CAD 1043 Engineering Principles** on pages 15-18 as amended.

From pages 15 & 17:

Item 2 should read:

List of degree programs that will require this course.

**AAS Computer-Aided Design (Manufacturing/Architectural Emphasis)
Certificate of Mastery – Computer-Aided Design
(Manufacturing/Architectural Emphasis)**

Item 3 should read:

List of degree programs this course will support.

AS – Engineering (Pre-Engineering)

From page 16:

The last sentence in the course description should read:

This course is cross-listed with CAD 1043

From page 18:

The last sentence in the course description should read:

This course is cross-listed with ENGR 1213

Paul Lewis seconded the motion. The motion was approved unanimously.

Curriculum Proposal (AAS Degree and Certificate of Mastery in Computer-Aided Design – Multimedia Emphasis) from the Information Technology Division – Douglas Gregory, Professor of Computer-Aided Design – Presenter

- Susan VanSchuyver made the motion to approve the addition of the course, **CAD 1513 Digital Imaging**, on page 6 of the revised handout as amended.

Item 3 should read:

List of degree programs this course will support.

**Associate in Applied Science – Computer-Aided Design –
Multimedia Emphasis**
**Certificate of Mastery - Computer-Aided Design –
Multimedia Emphasis**

Pam Stout seconded the motion. The motion was approved unanimously.

- Steve Kamm made the motion to approve the modification of the AAS degree program in **Computer-Aided Design-Multimedia Emphasis** on pages 7-10 of the revised handout as amended.

From page 10:

Under support courses, the last two blocks should read:

Faculty Approved Support Electives*	4	Note that the semester by
Total	10	semester plan needs changing

Susan VanSchuyver seconded the motion. The motion was approved unanimously.

- John Hockett made the motion to approve the modification of the certificate of mastery in **Computer-Aided Design-Multimedia Emphasis** on pages 11-13 of the revised handout as amended.

From page 11:

Semester Hours Support should read:	12
Semester Hours Total should read:	31

From page 12:

Under Freshman Year Second Semester, the last two blocks should read:

Faculty Approved Support Electives	6
Total	15

From page 13:

Under Support Courses, the last two blocks should read:

Faculty Approved Support Electives*	6
Total	12
Total Credit Hours	31

The sentence: ****Three hours selected from ENGL 1213, ENGL 1233, COM 1123, or COM 2213 should be deleted**

Pam Stout seconded the motion. The motion was approved unanimously.

The meeting adjourned at approximately 3:58 p.m.