Meeting Minutes
UAS Curriculum Committee
January 16, 2015


Not Present:  P. Dalthorp, and R. Brewer
Guests:  L. Gordon, N. Nickerson, J. Amundson, B. Buma, and S. Neely

Chair C. Hay-Jahans called the meeting to order at 3:02 pm in the Novatney conference room.

Agenda: (tape count: 53:07)
The agenda was accepted as amended (Item’s 15-47 and 15-48 were moved before Item 15-46).

Minutes from 12-12-2014: (tape count 1:22:30 – 36)
Draft minutes from the last meeting are posted in the shared drive at \berling\AY 14-15\Curriculum Committee\Minutes. A. Staack moved to approve the minutes of the December 12, 2014 meeting. A. Jones seconded. The minutes of the meeting were approved as presented.

Second Reading:
The committee confirmed that the changes to the proposals requested from the last meeting were made (15–35, 15–36, 15–37, 15–39 and 15–40). The prerequisites were also reviewed and confirmed with A. Staack. On proposal 15–40, the prerequisite should read BA S476 (previously S375). A. Staack moved to pass second reading of 15-30 through 15-43 (as a group) as amended. Seconded by A. Jones. The motion passed by unanimous consent. These proposals included: (tape count 1:08:20 – 1:19:08)

15-30 CIOS Courses – Category B Curriculum Change
15-31 Bachelor of Business Administration – Category B Curriculum Change
15-32 BA S251 Management Skills – Category B New Course Proposal
15-33 BA S375 Project Management – Category B Curriculum Change
15-34 BA S310 Management Information Systems - Category B Curriculum Change
15-35 CIS S345 IT Infrastructure - Category B New Course Proposal
15-36 CIS S370 Software Engineering - Category B New Course Proposal
15-37 CIS S371 Systems Analysis and Design - Category B New Course Proposal
15-38 CIS S420 Information Systems Security - Category B New Course Proposal
15-39 CIS S430 Data and Information Management - Category B New Course Proposal
15-40 BA S481 Organizational Change - Category B New Course Proposal
15-41 BA S481 Organizational Change - Category B Curriculum Change
15-42 AAS Business Administration - Category B Curriculum Change
15-43 Financial Institutions Occupational Endorsement - Category A New Program Proposal
15-54 Certificate Healthcare Privacy and Security – Category B Curriculum Change
Leslie Gordon was present to answer any questions.  A. Staack moved 15-54, 15-55, and 15-58 to pass second reading as a group with the changes as proposed.  Seconded by A. Jones. The motion passed by unanimous consent. These proposals included: (tape count 1:23:00 – 1:35:02)

15-55 Health Information Management Coding Certificate – Category B Curriculum Change
The proposed catalog text was corrected to indicate 30 minimum credit hours, and HIM S272 Pathophysiology (from HIM S271).

15-58 HIM S116 Quantitative Methods in HIM – Category B New Course Proposal
The committee confirmed the changes requested from the last meeting had been made.

15-47 GEOG S375 Interdisciplinary Perspectives on Climate Change – Category A New Course Proposal (tape count 3:37 – 18:50)
Jason Amundson was present to answer any questions. The committee confirmed that this course is repeatable for credit if the content varies. Because S375 is a reserved course number, it was changed to S350. The catalog text will also reflect that the course will be team taught. A. Staack moved to pass second reading with changes made to course number, and the repeatability of the course will be added to the rationale. Seconded by B. Urquhart. The motion passed by unanimous consent. This item will go back to Faculty Senate.

15-51 UNIV S120 Leadership Theory – Category B Curriculum Change (tape count 1:20:32 – 1:21:10)
A. Staack moved to pass second reading. Seconded by B. Wilkes. The motion passed by unanimous consent.

First Reading:
This proposal adds a course number and catalog language to the Juneau Ice-field Research Program, previously taught as a special topic. (The committee also referred to 15-49 ENVS S496 Juneau Ice-field Research Program - Category C Curriculum Change.)  A. Staack moved to pass first reading. B. Wilkes seconded.

This proposal adds GEOG 313 Natural Resource Management to the core GEOG curriculum. It will be a class under the Human-Environment requirements for both the BS and the BA. This has been previously taught as a special topics class. C. Hay-Jahans reported that this proposal was reviewed and forwarded by Faculty Senate. Brian Buma was present to answer questions. A. Staack moved to pass first reading. A. Jones seconded.

15-50 HNRS 201 Orientation to the Honors Program – Category B New Course Proposal (tape count 29:10 – 34:13)
This proposal requests the addition of HNRS 201 to recruit students to the Honors Program. Sol Neely was present to answer questions. The orientation seminar is designed to introduce students to the
opportunities and requirements of the Honors Program. The committee noted that the Student Learning Outcomes were included and reviewed. The course description was rewritten to make it more precise, and a few typos in the proposal were fixed. A. Staack moved to pass first reading as amended. B. Urquhart seconded.

15-19 Marine Transportation Minor – Category A New Program Proposal (tape count 35:00 – 1:06:19)
This proposal adds a Marine Transportation minor to the offerings at UAS. The courses for the minor also benefit other degree majors, i.e. Fisheries and Marine Biology graduates running research vessels. Graduates who meet sea time and other Federal requirements are eligible to be US Coast Guard certified and licensed. This supports the state’s Alaska Maritime Workforce Development Plan. Neil Nickerson was present to answer any questions. The committee confirmed that the Fast Rescue and Radar Observer courses were not offered in Juneau. The minor is associated with a Bachelor’s degree and Ketchikan does not issue Bachelor degrees. Because of this, the committee asked that the catalog description indicate that these courses are only offered through Ketchikan. B. Urquhart moved to pass first reading amending the description to note the location as Ketchikan. A. Staack seconded.

15-20 Marine Transportation A.A.S. – Category A New Program Proposal (tape count motion 1:06:29 – 1:06:40)
This proposal adds a Marine Transportation AAS to the offerings at UAS. Some courses of the MTR program already serve as electives in the Fisheries Technology program, and this partnership is intended to continue. This supports the state’s Alaska Maritime Workforce Development Plan. Neil Nickerson was present to answer any questions. The committee agreed to edit the catalog text description to indicate the location of the course as Ketchikan. A. Staack moved to pass first reading. B. Urquhart seconded.

15-52 ENGL 217 Introduction to Film Studies – Category B New Course Proposal (tape count 1:39:35 – 1:46:56)
This proposal adds Introduction to Film Studies to the course offerings as UAS. It is designed to introduce students to the practice of film analysis. It has been modeled after the content of the UAF course, ENGL F217 Introduction to the Study of Film. A few changes to the proposal were made (wording from course description was moved to rationale). The committee confirmed that this course is an elective. A Staack moved to pass first reading as amended. A. Jones seconded.

15-53 HIM AAS – Category B Curriculum Change (tape count 1:36:25)
This proposal was unanimously tabled and postponed until L. Gordon and B. Hegel can meet to discuss the details.

Student Learning Outcomes (tape count 1:52:08): The committee decided that the 16-XX proposals will be reviewed more closely now that SLO information and training has been provided. The course designators handout previously emailed was reviewed. B. Hegel confirmed that she is taking care of the course tracking list. The committee will focus on the measurability of the outcomes, and offer the committee observations to the departments (and copy Faculty Senate). For the next meeting,
committee members are to review the A’s and B’s using the Curriculum Committee Handbook, SLO appendix as a guide.

Other (tape count 1:47 – 1:51): B. Hegel cautioned faculty to not advertise a curriculum or course until it has been fully approved.

Next meeting date: February 20, 2015, 3:00 pm

The meeting adjourned at 5:06 PM (tape count 2:04:44).