

Curriculum Committee Minutes September 20, 2019

Location: Brenham – BK136, Bryan – F223, RELLIS

Present:

(Bryan) Linda Richardson, Debbi Vavra, Craig Jeffrey, Jay Anderson, Dickie Jones, Kristine McCoy, John Schaeffer, Janice Lapaglia, Pat Westergaard, Michelle McGehee, Michelle Shoemaker, and Keith Sylvester.

(Brenham) Alan Lehmann, Todd Quinlan, Brandon Franke, Rachel Gallardo, Bryn Behnke, Nathan Krueger, Max Hibbs, Shelly Peacock, Elmer Godeny, and Robert Lovelidge.

(RELLIS) David Fleeger

Meeting Notes:

- The Meeting was called to order by Alan Lehmann
- Elmer Godeny moved that we approve the minutes from the last meeting (April 12, 2019). Max Hibbs seconded it. No corrections were noted. The minutes were approved.

Old Business

- Alan shared that there were welding course changes submitted for electronic vote this summer (6.7.19). All changes were approved. The courses submitted for changes were as follows: QCTC 1446, WLDG 1425, 1428, 1430, 1434, 1435, 1457, 2447, 2451, and 2453.
- Linda Richardson asked if there had been clarification on the length of term of the CC Chair as it related to the information that Alan had shared during the last meeting that the Chair Elect, Shelly Peacock had asked to step down (see adjournment from the April Minutes). Shelly Peacock stated that the Chair's term was two years and that she was surprised by this information. She shared that the information was a miscommunication and Shelly remains as the committee's Chair Elect.
- Linda then asked about her own term as the ANS faculty representative and if she was being replaced as she had completed her 2 years. If so, the committee would need to select a replacement as Secretary. Members of the committee said only if I wanted to. Linda said she would continue to serve as Secretary for the committee.
- Linda then asked about recent Division changes and if new representatives had been appointed for the new Divisions. For example, Agriculture was split from Natural Science. Max shared that Marcello Bussiki was aware of the additional representation needed but that he would need to appoint those. The divisions for which new representation is needed includes: Agriculture and Engineering, Computers, & Technology, and Math & Business.

New Business

- SPCH 2333 and 2335
 - Debi Vavra shared that the changes to these two courses represented changes to the Student Learning Outcomes only.
 - Todd Quinlan moved that we vote on these course changes as a batch. Pat Westergaard seconded it. The motion was approved.
 - Elmer Godeny then moved that we accept the course changes as presented. Pat Westergaard seconded it. No further discussion was had. The course proposals were approved.

- BIOL 2316
 - Michelle McGehee present this new course proposal. This is an existing course in the ACGM that has never been offered at Blinn. The request to add it comes from the prerequisite requirement by professional schools to have 3 hours of Genetics. They are finding that while students take their other science prerequisites at Blinn, they go elsewhere to obtain their Genetics credit as Blinn does not offer it.
 - Linda Richardson asked if they accepted the 200 level course in lieu of the 300 level course offered at most 4-year schools. Michelle said that yes, many schools do accept the 200 level. These included both Texas A&M and Texas Tech.
 - Pat Westergaard moved that we approve the addition of this new course. Max Hibbs seconded it. No further discussion was had. The course proposals were approved.

- CTEC 1205 and 1441
 - Elmer Godeny asked if these two new course proposals could be discussed and voted on together.
 - Max Hibbs moved that we vote on these two new course proposals as a batch. Pat Westergaard seconded it. The motion was approved.
 - Elmer Godeny explained that these two WECM courses (1205 – Chemical Calculations and 1441 – Applied Instrument Analysis) were being created in hopes of starting a Chemical Technology Program on the RELLIS Campus. The latter course involves the theory behind the equipment, how they work, how to analyze the data. These courses would feed into either a Certificate or an AAS Degree.
 - Linda Richardson asked what kind of job fields this program would prepare students for. Dr. Godeny said they would be involved in Industry Monitoring and Chemical Processing.
 - Max Hibbs moved that we approve these two new courses. Pat Westergaard seconded it. No further discussion was had. The motion was approved.

- GEOL 1147 and 1347
 - Elmer Godeny asked again if these two new course proposals could be discussed and voted on together.
 - Linda Richardson moved that we vote on these two new course proposals as a batch. Tod Quinlan seconded it. The motion was approved.

- Elmer Godeny shared that these were the only two ACGM Geology courses that Blinn did not currently offer. Branson Franke asked if there was reason for offering the lab and lecture separately. Dr. Godeny explained that since students only needing 9 hours of Science credit to complete the CORE that not all students were looking to take the lab. It was then asked if there was an issue for those students trying to take the lab without the Lecture. Elmer said that it did not seem to be and that in our other science courses the lecture is either a co- or prerequisite.
 - Tod Quinlan moved that we approve the addition of these new courses. Max Hibbs seconded it. No further discussion was had. There was one dissenting vote. The motion was approved.
 - Brandon Franke shared that his decision was not on the courses themselves but the offering of the lecture and lab separately.

VTHT 1349 and 2321

- Elmer Godeny presented these two courses which were actually contact hour changes to reflect the actual time that was being used for lecture and lab. VTHT 1349 was previously VTHT 1249. This course was actually only using the lab time for lecture. Since the lecture has greater contact hours they propose going from 1249 to 1349. In the case of VTHT 2321, there was too much lecture time and not enough lab time. Since lab has less contact hours this course change proposes going from 2421 to 2321.
 - Linda Richardson asked why the courses were set up this way to begin with. Dr. Godeny was not sure but to his knowledge this is how the course has been taught for some time.
 - Todd Quinlan moved that we vote on these course changes as a batch. Brandon Franke seconded it. The motion was approved.
 - Max Hibbs then moved that we accept the course changes as presented, Todd Quinlan seconded it. No further discussion was had. The course proposals were approved.

PSYC 2389

- Rachel Gallardo shared that this course deletion was essentially a housekeeping issue as it was an old course no longer being taught.
 - Elmer Godeny moved that we approve the deletion, Pat Westergaard seconded it. No discussion was had. The motion was approved.
- Follow up to this vote:
 - Max Hibbs asked why course deletions needed to be approved by the committee as opposed to being dealt with as an FYI.
 - Brandon Franke shared that it was meant to keep all parties informed in case it inadvertently caused a problem with another program. Dr. Godeny added that it was essentially a way to close the loop.
 - Shelly Peacock said that she and Brandon had been working with the transitioning to the online program in terms of protocol and policy and they would consider making future deletions an FYI.

PSYC 2330

- Rachel Gallardo presented this new course as one that provide an additional option for the Psychology Field of Study and that it would be useful for those students planning to go into a clinical setting. IN addition, TAMU Kingsville requested that it is a part of a new degree that they are offering in Psychology with a Health emphasis.
 - Pat Westergaard ask where it fit into their program, and Rachel said that it was part of the 12 hours in the field of study.
 - Pat Westergaard then moved that we approve the course, Elmer Godeny seconded it. No further discussion was had. The motion was approved.

AGRI 1107, 115, and 1119

- Bryan Behnke ask if these courses could be presented and voted on as a group prior to presenting them.
 - Brandon Franke moved that we consider these three courses as a group, Todd Quinlan seconded it. The motion was approved.
- Bryan then shared that these three lab courses would complement the existing lecture courses and they were now being offered due to the addition of the new Livestock Handling Facility. This will enable them to offer both the Animal Science and Ag Business Fields of Study. He also shared that at present, Texas Tech will not take our current lecture courses without the lab.
 - Brandon Franke asked if these lab courses were being split from a 4r course offering. Nathan Krueger shared that Blinn has never offered the 4hr course and that they were just simply adding the labs for those that need it.
 - Elmer Godeny moved that we accept the addition of these three courses. Max Hibbs seconded it. No further discussion was had. The motion was approved.

AGRI 1309

- Nathan Krueger shared that this is a new course that involves the use of computers in agriculture. He said that this would enable Blinn to expand the agricultural courses being offered towards an associate degree.
 - It was noted that on the course proposal form that there was an error in the number of contact hours. At present it says 32 and it should be 48.
 - Nathan said he would make sure to get that changed.
 - Dr. Godeny then moved that we approve this course pending the correction to the contact hours. Todd Quinlan seconded it. No further discussion was had. The motion was approved.

ENGR 2332 and 2405

- Max Hibbs presented these two new courses. He noted that the division that these are in is a new one (ECIT) and at present there is no Assistant Dean. This is the reason that there is no Assistant Dean signature. He then shared that these courses would be parts of several Fields of Study being offered at the RELIS campus which would allow students to pursue Civil, Mechanical, and Electrical Engineering Degrees.
 - Elmer Godeny proposed that we vote on these new courses together. Brandon Franke seconded it. The motion was approved.

- Elmer Godeny moved that we approve these new courses. Brandon Franke seconded it. No further discussion was had. The courses were approved.

Other Business

- Craig Jeffrey asked the Chair why ARCH 2603 and 2604 had been left off the agenda. He said these were the third set of studio classes that are being planned to be taught in the spring.
 - It was determined that only the Field of Study map for Architecture had been sent out prior to the meeting.
 - Craig said that the course proposals had been sent earlier back in August for approval at this meeting.
 - Alan apologized for the oversight and said this is why it is important that the Deans check the Agenda that is sent out with the documents to make sure it is accurate. He proposed sending them out for electronic vote to the committee.
- Jay Anderson relayed to the committee that there would be approximately 150 new courses to be submitted for approval that would be a part of the PEN trade pathways. These courses would not be submitted all at once however. They would be presented in bundles of three associated with a particular trade such as carpentry. This will be the first submission presented. He refreshed the committee's memory that the template for the Trades and Applied Technology Program was approved by the CC back in February of this year.

Adjournment

- Brandon Franke shared that this meeting would be the last one where paper proposals were submitted via email. From now on proposals would be submitted electronically through Curriculog.
- Shelley Peacock asked a question over the format of the Master Course Syllabi. That it was not clear on the interpretation and she couldn't find clear information in the Faculty Handbook. She then asked if the Academic Standards Committee is responsible for the MCS. Dr. Keith Sylvester responded and said that he was on the committee and that they don't set them but just ensure they are clear. Dr. Peacock said that they weren't. Dr. Sylvester said he would bring her concern to the committee.
- Linda Richardson asked about training to use the online software to access proposals and that she assumed that faculty representatives should also have access to them. Brandon Franke said that they already had a training the first week of classes. Linda said she was unaware of any training and asked if a notice was sent out to all members of the committee. It was shared that only deans and assistant Deans had been invited but that Brandon had in fact recorded the training for anyone who did not have the training. He said he would send the link out to all members.
- Linda asked one final question as to why the meeting had been changed to 2pm when it had always been held at 1:30pm. It was shared that it was to avoid a conflict with the Division Leadership Committee which was scheduled from 12:15-1:45pm. Shelly then shared that we would have to address this because the CC Bylaws state that we will meet at 1:30pm.
- Elmer Godeny made a motion that we adjourn our meeting and Todd Quinlan seconded it. The meeting was adjourned.

Respectfully Submitted,

Linda R. Richardson, Secretary and PNS Faculty Representative