

**Undergraduate Curriculum Committee  
Undergraduate Curriculum Committee  
Minutes for Thursday, March 31, 2005**

**Meeting Attendees:**

**Committee Members:**

Mike Beach, BCP  
Joe Fadyen, MATH  
Herb Smith, HTC  
Julio Santander, MET  
Daren Wilcox, ECET  
Ronny Richardson, MGNT  
Ron Schroeder, CS

Barbara Thomas, SWE, UCC Chair  
Fred Hartfield, IT  
David Pierce, CNST  
Thomas Currin, CET  
Albert Churella, SIS, UCC Secretary  
Mary McShane-Vaughn. IET

**Ex-officio:**

Wayne Unsell, ETM

Dave Hornbeck, VPAA

**Visitors:**

Steve Hamrick, Registrar's Office  
Bill Barnes, ACC  
Tim Zeigler, CET  
Tom Rotnem, SIS  
Rich Bennett, SIS  
Lance Crimm, ECET  
Tom Fallon, ECET

Dave Cline, Registrar's Office  
Scott Tippens, ECET  
Carlos Ortiz, CET  
La Juana Cochrane, SIS  
William Hodges, ECET  
Nancy Reichert, HTC / Honors Program

The meeting was called to order by Barbara Thomas, UCC Chair, at 12:01 PM in room J-381

**Old Business:**

- 1.) Approval of minutes of February 24, 2005 meeting

Minutes **approved**

**New Business:**

- 1.) Industrial Engineering Technology, Change in number of hours, IET 2227

General Learning Outcomes for the course:

The student will learn the application of basic statistics to business and industrial problems.

- 2.) Industrial Engineering Technology, Change in number of hours, IET 2305

General Learning Outcomes for the course:

The student will become acquainted with basic manufacturing alternatives and processes.

3.) Industrial Engineering Technology, Change in number of hours, IET 3322

General Learning Outcomes for the course:

The student will learn how to determine the labor content of jobs in the business and service industries.

4.) Industrial Engineering Technology, Change in prerequisites, IET 3334

General Learning Outcomes for the course:

The student will learn how to forecast annual demand, plan monthly production schedules, and determine labor and equipment requirements.

5.) Industrial Engineering Technology, Change in prerequisites, IET 4422

General Learning Outcomes for the course:

The student will learn the basic options for designing a manufacturing facility.

6.) Industrial Engineering Technology, Change in prerequisites, IET 4427

General Learning Outcomes for the course:

The student will learn how to use a standard data system to determine the time required to perform a manual task.

Agenda items 1–6 were considered together. The Industrial Engineering Technology Department representative brought modified course proposals to the meeting, containing course learning outcomes. These are listed, above, in conjunction with their relevant course. Discussion as to whether these learning outcomes were sufficient or whether they were too vague – relates to the ongoing issue of accreditation. IET representative expressed willingness to provide more detailed learning outcomes in the future, if so desired by the Committee.

Motion to approve agenda items 1– 6. **Motion passed**, with one abstention.

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7.) Electrical and Computer Engineering Technology, Change course number of ECET 3610 to ECET 4610

8.) Electrical and Computer Engineering Technology, Change course number of ECET 4620 to ECET 3620

9.) Electrical and Computer Engineering Technology, Change the number of EET technical elective hours from 14 to 13

10.) Electrical and Computer Engineering Technology, Increasing retention by adding an hour of contact to ECET 1010 (Fundamentals)

- 11.) Electrical and Computer Engineering Technology, New course, ECET 4450, RF Electronics
- 12.) Electrical and Computer Engineering Technology, Revising the CpET Degree Program Curriculum
- 13.) Electrical and Computer Engineering Technology, Modification of ECET 4840 prerequisites
- 14.) Electrical and Computer Engineering Technology, Replacement of Digital III with ECET elective
- 15.) Electrical and Computer Engineering Technology, Increase TCET elective to 6 hours
- 16.) Electrical and Computer Engineering Technology, Create new elective course: ECET 3640, Intro to System Engineering and Robotics (*NB: this was a late addition to the portfolio of ECET submissions, and is sent as a separate Word file / document*)

Agenda items 7–16 were considered together. In general, the course proposals addressed all of the issues related to each proposed change. Several specific issues came up for additional discussion, however. First, in regard to item 14, ECET representative stressed that the Department did desire to eliminate Digital III, but they no longer wanted to replace it with a 3-hour ECET elective (this is a revision of the original submission). Second, in regard to item 16, this has already been offered successfully as a pilot course, employing a real-world design to master system-engineering principles. The Committee did request that a course description (for the University catalog) be forwarded to the Registrar's Office.

Motion to approve items 7-16. **Motion passed.**

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- 17.) Social and International Studies, Replacing MATH 1113 with MATH 1111 in Core Area A for International Studies: Global Technology Major; replacing MATH 2240/2253 options with MATH 1113 in Core Area D for International Studies: Global Technology Major

Social and International Studies representative pointed out that the IS:GT major does not require anything beyond MATH 1113, that department heads are in full support of this change, that students will augment their quantitative skills by eliminating MNGT 2201 as a substitution possibility for SIS 2100, that the resulting math options are similar to those employed by HTC, and that the new requirements would be as strong or stronger than those in place at other universities

Motion to approve. **Motion passed.**

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- 18.) Civil Engineering Technology, New course, CET 4364, Water and Wastewater Treatment Plant Design
- 19.) Civil Engineering Technology, New course, CET 4484, Hydraulic Analysis and Design
- 20.) Civil Engineering Technology, Eliminate course, CET 4442, Industrial / Hazardous Waste Treatment
- 21.) Civil Engineering Technology, Eliminate course, CET 4464, Air Pollution Control

Agenda items 18-21 were considered together. Civil Engineering Technology representative emphasized that the department was eliminating items 20 and 21 on account of a lack of demand, and adding items 18 and 19 in response to student interest – these had previously been offered as special topics courses.

Motion to approve items 18-21. **Motion passed.**

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- 22.) Mathematics, Change in prerequisites, MATH 3310

Proposal is in response to the need to lower the prerequisite for Calculus I so that students can take the class earlier in their college careers, because they need it as soon as possible; students will not need MATH 2254 or MATH 2345 to do well in MATH 3310.

Motion to approve. **Motion passed.**

- 23.) University Honors Program, New Junior-level interdisciplinary course

Honors Program students will take six upper-division hours. Three of these hours will be represented by Junior-level interdisciplinary courses. These are the only courses that will be created new by the Honors Program (lower-division courses consist of enhanced versions (Honors sections) of courses currently in the catalog, while the senior capstone courses will be developed by Honors students' respective departments. The junior-level courses will be special-topics courses similar to ES 1100 and STS 2400. The Honors Committee will determine course content, as per the Honors Program P&P. Students may take multiple sections of this course if they wish (assuming that the topic is different). This will not create any difficulties for the Registrar's Office, since the course topic and title will be different.

Motion to approve. **Motion passed.**

- 24.) Mechanical Engineering Technology, Change prerequisites for MET 4124: Vibrations and Advanced Dynamics

25.) Mechanical Engineering Technology, Change Prerequisites for MET 4421: Instruments and Controls

Items 24 and 25 were considered together.  
Motion to approve. **Motion passed.**

26.) Course Substitution Petition, Kiabuta Morris, MATH 2254 for CNST elective credit

This item was considered after item 27. This represents a not-uncommon situation in which students have fulfilled all of the coursework necessary for the degree, but who have not accumulated sufficient departmental credit hours to graduate – since the department had made revisions to the curriculum in the intervening period. The VPAA's office had adopted a policy of allowing students to substitute up to three hours of elective credit in lieu of departmental credit. The student in question requires the substitution of five hours of elective credit. Registrar emphasized that the UCC and the academic departments might want to consider establishing new guidelines to deal with these situations.

Motion to approve the petition. **Motion passed.**

27.) Course Substitution Petition, Shawn Vereen, MNGT 4075 for MKTG 4100

This item was considered before item 26. These two course descriptions are vastly different. Situation was complicated by the fact that student originally wrote "MNGT 4100" (a course that does not exist at SPSU) instead of MKTG 4100. Some question as to why the Management Department approved this petition.

Motion to return the petition to the originating department for further clarification. **Motion passed.**

Motion to suspend the rules to consider three items that arrived after the deadline for submissions. **Motion passed.**

1.) Revision of CNST Degree Program Requirements, replace old course MGNT 3505 with new course MGNT 3205

Construction representative emphasized that this was a critical issue, since the old course (MGNT 3505) did not meet accreditation requirements.

Motion to approve. **Motion passed.**

2.) Add CNST 3620 Construction Finance and Feasibility to the approved electives for the specialty certificate

Committee recommended that these be listed as DEFINED elective courses, since there are clear limits as to the number and type of courses that students may take as part of a certificate program.

Motion to approve. **Motion passed.**

3.) Suggestion from Dean Gabrielli involving "C-" grades for course credit, text of his e-mail follows, in italics:

*UCC Members,*

*I realize it is past the deadline for getting an item on the UCC meeting agenda, but I at least want to get this issue on the table, namely, what to do with transfer grades of C-. Our published criteria for transfer credit says "C or better". My interpretation is that grades of C- should not be awarded transfer credit. I would prefer that there be a clear and direct faculty-approved policy on handling the C- grade.*

*Our catalog states :*

*"To be considered for transfer credit, courses must normally: Have been completed with a grade of "C" or better " I propose that the policy be amended to read "To be considered for transfer credit, courses must normally: Have been completed with a grade of "C" or better (grades of C- or lower are not awarded transfer credit)"*

*Thanks for your consideration,  
Alan*

Owing to lack of time, this issue was deferred to the next UCC meeting, during fall semester.

28.) Nominations for Secretary and Chair positions for 2005-2006 academic year

Tom Currin agreed to serve as Chair during the 2005-2006 academic year. Nominations for Secretary were left open, pending the convening of a new Honors Committee in the fall. Current UCC Secretary will accept curriculum proposals and establish the agenda for the first fall meeting.

Reminder from the Chair that all departments should pay particular attention to the "Course Outcomes" section of curriculum change proposals.

Meeting adjourned at 1:05 PM

Respectfully submitted

Albert Churella  
UCC Secretary