

CURRICULUM COMMITTEE

Approved Minutes

September 2021

Present: Ms. Amanda Baron, Dr. Andrew Blauch, Dr. Amanda Butler, Dr. Marc Embler, Mr. Joseph Fox, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Prof. Kerri Nelson, Dr. David Perry, Dr. Christina Sinisi, Prof. Mark Sterbank, Dr. Linda Warren, Dr. Annie Watson, Prof. Mark Williams, and Dr. Scott Yarbrough

Ex-officio: Dr. Todd Ashby, Dr. Julie Fernandez, Dr. David Palmer, and Dr. Benjamin Phillips

1. Opening Prayer: Dr. Perry began the meeting with prayer.

2: Review: Website, Curriculum Page, Curriculum Process

3: Level One Report Attached

REPORT ON LEVEL 1 ACTIONS

September 14, 2021

I: CATALOG CHANGES AND COURSE REVISIONS*:

AERONAUTICS:

- AERN 270: Commercial Pilot Certification. Change pre-requisite from AERN 261L to AERN 162L to allow for students to progress to Commercial ground school prior to completing Instrument training in accordance with FAA regulations and Part 141 syllabi. Increases options for out-of-sequence students and improves schedule flexibility.
- AERN 460: Multi Engine Rating. Change pre-requisite from AERN 373L to AERN 162L to align with FAA regulations (14 CFR 61) and increase student options for course availability and flight training progression.

ENGINEERING:

- ENGR 341: Thermal Fluids Engineering I. Change pre-reqs from MATH 351 & ENGR 202 (grades of "C" or better) to MATH 351 & ENGR 302 (grades of "C" or better). ENGR 202 as changed to 302 last year; this update to the pre-reqs reflects that earlier change.
- ENGR 350: Communication Systems. Change pre-reqs from ENGR 212 and ENGR 213 (grades of "C" or better) to ENGR 325 (grade of "C" or better). ENGR 212/213 were combined and replaced by 325 last year; this update to the pre-reqs reflects that earlier change.
- ENGR 360: Control systems. Change pre-reqs from ENGR 212 and ENGR 213 (grades of "C" or better) to ENGR 325 (grade of "C" or better). ENGR 212/213 were combined and replaced by 325 last year; this update to the pre-reqs reflects that earlier change.

II: NEW COURSE APPROVAL

GENERAL EDUCATION (ELI):

- GNED 303: Service Experiential Learning. (0). Pre: advisor approval. (Student must be in 2021 catalog or later). "Students earning more than 15 contact hours of service learning (to include mission work and church service) may contract with their advisors to be pre-approved to earn non-academic ELR credit pending submission of a reflection paper or project." Notes: With the second ELR, students are to have an option to earn one of the

requirements through service learning. This creates a process and placeholder; it is not an actual course. The process: 1) student seeks pre-approval from advisor, including the nature of the reflective project; 2) no academic credit; 3) 15 minimum hours of service/experience.

III: SPECIAL/ADVANCED TOPICS

ENGINEERING:

- ENGR 280: Special Topics: Introduction to 3D Printing. (1). Pre: None. “An introduction to 3D printing. This course will explore the history of 3D printing, types of modern 3D printers, and the technology involved in making 3D objects. Students will have the opportunity to print their own 3D objects.”

Prof. Hiott motioned to approve. Prof. Sterbank seconded the motion. All approved.

4: Brief discussion of Special, Advanced, Rotating Topics.

Members were reminded that the levels are “180: Introductory Topics; 280: Special Topics, and 480: Advanced Topics.” Classes with “Rotating Topics” designations are not required to be approved by Curriculum for each topic change, but the Registrar should be notified.

5. Other business: The Committee discussed developing section numbers for various departments to assist with adding students to GNED 303 and grading them.

Respectfully,

Amanda Baron
Office of the Registrar

CURRICULUM COMMITTEE

Approved Minutes

October 2021

Present: Ms. Amanda Baron, Dr. Andrew Blauch, Dr. Amanda Butler, Dr. Marc Embler, Mr. Joseph Fox, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Prof. Kerri Nelson, Dr. David Perry, Dr. Nicholas Holland proxy for Prof. Mark Sterbank, Dr. Linda Warren, Dr. Annie Watson, Prof. Mark Williams, and Dr. Scott Yarbrough

Absent: Dr. Christina Sinisi

Guest: Prof. Christopher Will

Ex-officio: Dr. Todd Ashby and Dr. David Palmer

1. Opening Prayer Dr. Blauch opened the meeting with prayer.

2: Review: new rubric for online course creation Dr. Yarbrough discussed working with Dr. Embler to update this outdated document.

3: Level One Report Attached

I: CATALOG CHANGES AND COURSE REVISIONS*:

BUSINESS:

- BUSI 204: Business Communications. Remove pre-req of ENGL 111 and 112 to “prevent bottlenecking.”
- BUSI 455: International Business. Remove BUSI 305 (retain ECON 211/212) to “prevent bottlenecking.”

CHRISTIAN STUDIES:

- CHST 412: Christian Doctrine Study. Phrase “this is a rotating topic course” added to description to clarify that it is in actuality a rotating topics course.
- CHST 413: Historical Theology Study. Phrase “this is a rotating topic course” added to description to clarify that it is in actuality a rotating topics course.

II: NEW COURSE APPROVAL

AERONAUTICS:

- AERN 250: Air Traffic Management. (3). Pre: AERN 170. “This course provides students with a comprehensive view of the air traffic management (ATM) and national airspace systems. It includes a review of Federal Aviation Administration (FAA) and

*Catalog changes made as the result of more substantive changes are addressed in other sections.

International Civil Aviation Organization rules and regulations for ATM, the history of air traffic control, review of navigation systems, the ATM structure and procedures, and detailed discussion of the national airspace system. Students will learn about theory and fundamentals of radar operation, radar separation, oceanic and international air control structures, global positioning, aircraft reporting, reduced traffic separation and the future of the national and international airspace systems.”

- AERN 383: Aviation Maintenance Management. (3). Pre: MGMT 331. This course surveys issues foundational to the management of aviation maintenance operations. Students will study fundamentals of aviation maintenance, technical services, logistics and maintenance support, oversight functions, and learn how to establish and run an efficient, reliable, and cost-effective aircraft maintenance program. The course offers broad, integrated coverage of airline management, aircraft maintenance fundamentals, aviation safety, and the systematic planning and development of successful maintenance programs.
- AERN 385: Space Operations. (3). Pre: MGMT 331. “This course introduces the student to launch, mission operations, and facilities for manned and unmanned missions at U.S and foreign sites. Satellite and spacecraft launch facility system discussion covers safety, meteorology, communications and tracking, and navigation and control systems. Examples of mission control, operations, and systems include spacecraft project description, and control site operations. Computer-based simulation instruction provides mission and site-specific operation detail. Additionally, students will explore principles of space navigation and the space environment and its interactions with orbiting bodies.”
- AERN 469: Aerospace Internship. (2). Pre: 60 semester hours, 2.75 GPA, and permission of the department chairperson. “The 2 internship hours may be applied to the 17 hours of electives needed for the following degree: Bachelor of Science in Aeronautics: Aerospace Management. An intern must work at least 76 hours to receive credit. Note: Grading is on a pass/fail basis. Counts for ELR credit. This course cannot be challenged.”
- AERN 489: Aviation Leadership Seminar. (3). Pre: AERN 440. “This seminar serves to introduce flight leadership concepts and training to future aviators, managers and leaders in aerospace. It meets the intent of the Federal Aviation Administration’s Advisory Circular 121-42, “Leadership and Command Training for Pilots in Command” (PIC), with the stated purpose to “develop PICs as capable leaders with knowledge of their position and responsibilities within the air carrier/operator/program manager, the regulatory environment, and air carrier/operator/program manager culture within which they must operate.” Students will not only study leadership theory but will engage in discussion with current and former leaders in aerospace industries, government agencies and public service.”
- AERN 498: Aerospace Management Capstone. (3). Pre: Senior standing and Chair permission. “This course serves as a capstone course for students majoring in Aeronautics Management. Each student will complete an intensive study of a pre-approved topic in aerospace management or a related field in conjunction with a faculty supervisor. The student will write a research paper or do a project in which the topic is explored and analyzed in-depth. The student must also present his or her findings on the topic orally to a faculty committee to receive credit for the course.”

BUSINESS:

Note: Business has proposed changing prefixes to financial classes to “FINA” instead of BUSI. See elsewhere in report.

- FINA 320: Financial Planning for Professionals. (3) Pre: BUSI 203, FINA 305. This course is the first of seven in the CFP® program that prepares students to take the CFP® exam. It provides an overview of the financial planning process including practice management and building client relationships. It introduces the fundamentals of income tax, investments, estate, retirement, and risk management planning. It also introduces the legal and ethical standards of the financial planning profession. The Biblical principles of managing money are integrated throughout the course.
- FINA 340: Estate Planning. (3). Pre: FINA 320. This course is one of seven in the CFP® program that prepares students to take the CFP® exam. Students learn the primary elements of estate planning from the perspective of a financial advisory professional. It focuses on the conservation and transfer of wealth, consistent with the goals of a financial planner's clients. It is a study of the legal, tax, financial and non-financial aspects of this process. Students will develop a biblical perspective of wealth and wealth transfer.
- FINA 450: Retirement Savings and Income Planning. (3) Pre: FINA 320. This course is one of seven in the CFP® program that prepares students to take the CFP® exam. Students learn the fundamentals of retirement planning from the perspective of a financial advisory professional. They learn to conduct a retirement needs analysis and to use the various government and private vehicles available to meet those needs. They learn the Biblical perspective of retirement.
- FINA 460: Capstone in Financial Planning. (3). Pre: FINA 320. This course is the last of seven courses in the CFP® program that prepares students to take the CFP® and CKA® exam. This course will require students to synthesize and apply elements of comprehensive financial planning within a biblical context. The course will require students to perform all functions of the financial planning process and apply the CFP Board’s Practice Standards. Additionally, this course will satisfy the educational requirements for the Certified Kingdom Advisor, CKA® designation.

CRIMINAL JUSTICE/SOCIOLOGY:

- CRIM 320: Sex Crimes: Victimization and Sex Offender. (3). Pre: COMM 110, or PSYC 110, or SOCI 101. Cross: SOCI 320/PSYC 320. “This course will examine the topic of sex crimes by different types of offenders and victims of sex crimes. The relationship of sex crime victimization to other principle social institutions and the criminal justice system will be explored.”
- SOCI 376: Human Services Program Development. (3). Pre: SOCI/PSYC 375. A general introduction to human service program development, including assessment of knowledge base and skill development: in systematic analysis of service needs; planning appropriate strategies. services, and implementation; and evaluation of outcomes. This course cannot be challenged. Cross: PSYC 376.
- SOCI 455: (3). Human Services Program Evaluation. Pre: SOCI/PSYC 375. A general introduction to human service program evaluation, including making program objectives measurable; determining appropriate methodology and techniques to evaluate effectiveness, efficiency, and process variables; practice problems of program evaluation. This course cannot be challenged. Cross: PSYC 455.

- SOCI 456: (3). Social Advocacy & Community Resource Development. Pre: SOCI/PSYC 375. This course introduces students to the contexts, challenges and opportunities of social advocacy and community resource organizing. It will provide students with frameworks, tools and practical skills to analyze and develop a deeper understanding and practical knowledge of community organizing and advocating of various human service programs. It seeks to engage students in learning communities to collaboratively develop a broader application of community organizing (or human service agency sustainability). Cross: PSYC 456.

GEOLOGY:

- GEOL 106 & 106L: Planetary Geoscience (and attendant lab). (4). Pre: none. Co: the class and lab are co-requisites. LAC core option. “An introduction to the history of planetary and solar system exploration and the science of the formation of planetary bodies and moons. In addition to examining the processes involved in the formation of planetary bodies, geologic processes including wind and liquid erosion, volcanism, and body impact which continue to alter and transform planetary surfaces will also be examined. As the best studied body in our solar system (outside of the Earth itself), the Moon will receive special emphasis.” Lab: “This is an introductory level lab for students with little or no experience in geology. Students will have the opportunity to study minerals found in lunar rocks and meteorites as well as conduct computer exercises using maps of remote-sensing data of the Earth, Moon, and other planets.”

NURSING:

- NURS 319: Palliative Care Nursing. (3). Pre: Enrollment in the BSN program. “completion of semesters 1 and 2.” “This course is designed to introduce Palliative Care Nursing to the undergraduate BSN student. It will provide an overview of the role of the Registered Nurse in palliative care including the nursing process, ethical considerations, family care and patient advocacy.

III: SPECIAL/ADVANCED TOPICS

LANGUAGES:

- SPAN 480: Advanced Topics— Hispanic Caribbean Literature. (3). Prerequisite: SPAN 331 or SPAN 332 with a C or better or permission of instructor. This course will supplement the students’ knowledge of Spanish-language literatures and enhance their cultural awareness. It will explore Hispanic Caribbean Literatures situated in their historical-political contexts and complemented by music, art and film.

IV: PROGRAM REVISION

BUSINESS:

- Finance courses: Change “BUSI” label to “FINA” for finance classes 305, 315, 327, 437, 445, and 457.
- Revision to Business Administration Minor: BUSI 203, Personal Finance, cannot count for both a required LAC social science and the minor’s required business electives.

Dr. Jenkins motioned to approve. Prof. Hiott seconded the motion. All approved.

4: Level 2 Requests

I: BS in Aerospace Management

a) Required LAC Courses: Math 111, ECON 211 (Social Science), BUSI 204 (for Communication), AERN 240 (Aviation Weather); CSCI 211.

b) 61 hours:

Leadership & Management Core (30 hrs.):

- (3) ECON 212 - Macroeconomics
- (3) ECON 224 - Bus. & Econ. Statistics
- (3) BUSI 305 - Business Finance
- (3) MRKT 310 - Prin. of Marketing
- (3) MGMT 310 - Prin. of Management
- (3) MGMT 331 - Operations Management
- (3) MGMT 340 - HR Management
- (3) BUSI 481 - Business Ethics
- (3) ACCT 210 – Accounting I
- (3) ACCT 211 – Accounting II

Aeronautics Requirements (31 hrs.):

- (3) AERN 160 – Private Pilot Certification
- (3) AERN 170 – Flight Safety
- (3) AERN 330 – Aerodynamics
- (1) AERN 360 – Unmanned Aerial Sys
- (1) AERN 361 – UAS Lab
- (3) AERN 380 – Airport Management
- (3) AERN 385 – Space Operations
- (3) AERN 390 – Aviation Regulation
- (3) AERN 440 – Safety Management Sys
- (3) AERN 470 – Aviation Law
- (2) AERN 489 – Aviation Leadership Sem
- (3) AERN 498 – Aerospace Mgt Capstone

c) Suggested Electives:

- (2) AERN 161L - Private Pilot Lab I**
- (2) AERN 162L - Private Pilot Lab II**
- (3) AERN 260 - Instrument Pilot Rating
- (2) AERN 261L - Instrument Rating Lab**
- (3) AERN 340 - Advanced Aircraft Systems
- (3) AERN 350 - Global Navigation
- (2) AERN 469 - Aerospace Internship
- (3) AERN 250 – Air Traffic Management
- (3) MATH 209 - Business Calculus
- (3) MGMT 320 - Org Behavior
- (3) BUSI 314 - Information Systems Concepts
- (3) ACCT 330 - Cost Accounting
- (3) MGMT 411 - Org Change and Develop

- (3) MRKT 415 - Intro. to Supply Chain Mgmt.
- (3) BUSI 455 - International Business
- (4) MATH 130 – Precalculus

d) No minor.

Dr. Blauch motioned to approve. Dr. Watson seconded the motion. All approved.

II: BT in Aviation Maintenance Management

a) Required LAC Courses: Math 111, ECON 211, AERN 240 (Aviation Weather); suggested BUSI 204 (for Communication)

b) 33 hours in major

Business and Math Courses (18 Credit Hours)

- (3) ECON 212 – Macroeconomics
- (3) MGMT 310 – Prin. of Management
- (3) MGMT 331 – Operations Management
- (3) MGMT 340 – HR Management
- (3) BUSI 481 – Business Ethics
- (3) ECON 224: Business and Economics Statistics

Aeronautics Courses (15 Credit Hours)

- (3) AERN 170 – Flight Safety
- (3) AERN 383-- Aviation Maintenance Management
- (3) AERN 390 – Aviation Regulation
- (3) AERN 440 – Safety Management Systems
- (3) AERN 470 – Aviation Law

c) AS/or AAS rather than minor

Dr. Watson motioned to approve. Prof. Hiott seconded the motion. All approved.

III: BUSINESS: Removal of Program:

Delete Minor in Economics

No current students to teach out.

Prof. Hiott motioned to approve. Dr. Link seconded the motion. All approved.

5. Other business: There was no further business to discuss and the meeting was adjourned.

Respectfully,

Amanda Baron
University Registrar

CURRICULUM COMMITTEE

Approved Minutes

November 2021

Present: Dr. Scott Yarbrough, Dr. Andrew Blauch, Dr. Marc Embler, Mr. Joseph Fox, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Prof. Kerri Nelson, Dr. David Perry, Dr. Christina Sinisi, Prof. Mark Sterbank, Dr. Linda Warren, Prof. Mark Williams, Ms. Amanda Baron, and Dr. Annie Watson

Absent: Dr. Amanda Butler

Guest: Dr. Tonya Houston, Dr. Sean Hayes, and Dr. Karen Fonkert

Ex-officio: Dr. David Palmer and Dr. Julie Fernandez

1. Opening Prayer: Prof. Mark Sterbank opened the meeting with prayer.

2: Review: new rubric for online course creation (distributed in October Meeting)
Prof. Emory Hiott motioned to approve. Dr. Peter Link seconded this motion. All approved.

The Rubric is attached below in the minutes.

3: Level One Report:

I: CATALOG CHANGES AND COURSE REVISIONS*:

BUSINESS:

- FINA 446: Investments and Securities Analysis. Add a “I” to the title to indicate that a second class will be forthcoming and available.

CAPS:

- LEAD 202: Duty, Virtue, and Leadership: The Content of Character. Remove LEAD 101 as pre-req to allow more students and scheduling flexibility.
- LEAD 203: A Leader’s Legacy: The Power of Relationship and Commitment. Remove Lead 101 and 202 as pre-reqs; “[n]either 101 nor 202 are necessary and it will only serve as a hinderance to enrollment.”
- LEAD 304: The Call and Purpose of the Leader (etc): Change Pre-req to “One or more of the following LEAD 101, LEAD 202, or LEAD 203 (or permission of the chair).” (*Note: who is chair of Leadership? Should this say instructor or director?*)
- LEAD 305: Preparing for Leadership, Contribution, and Impact. Change Pre-req to “One or more of the following LEAD 101, LEAD 202, or LEAD 203 (or permission of the chair).”

MUSIC:

*Catalog changes made as the result of more substantive changes are addressed in other sections.

- MUSI 121-61: Change title from “Elevate Music Ensemble” to “Holy City Worship.” “There are two purposes: (1) to separate and eliminate confusion regarding all worship ensembles on campus—including the weekly Campus Ministries’ “Elevate” event and (2) for branding/marketing.”

II: PROGRAM REVISION

COMPUTER SCIENCE:

- Revision to Applied Computing—Graphic Arts Concentration BA. “ART 318 has a prerequisite of ART 316 which is not part of the program. Dropping ART 318 leaves room for students to take ART 215 Beginning Design. Prof. Andrea Glover recommends adding this ART 215 because it prepares students for ART 216 and ART 221. She emphasized that ART 215 is essential for students to be successful in these other required classes.”

Dr. Peter Link motioned to approve. Prof. Kerri Nelson seconded the motion. All approved.

4: Level 2 Requests

I: EDUCATION: Program Revision to Middle Grades Education Math and Social Studies Emphasis. Add MATH 208 to requirement; increases major by 3 hours, increasing total to 58 overall hours and the Math concentration from 13 to 16 hours.

Prof. Mark Sterbank motioned to approve. Dr. Christina Sinisi seconded the motion. All approved.

II: MUSIC: Add new program: BA in Music. 38 hours beyond LAC.

Specified LAC requirements:

- MUSI 241 - Introduction to Language Diction (3 hours)
- MUSI 228 - Music Technology I (3 hours)
- MUSI 371 - Music History and Literature I (3 hours)
- BIOL 210 - Human Anatomy and Physiology (3 hours)
- BIOL 210L - Human Anatomy and Physiology Laboratory (1 hour)

Music requirements (19 hours):

- MUSI 198 - Musicianship I (4 hours)
- MUSI 199 - Musicianship II (4 hours)
- MUSI 298 - Musicianship III (4 hours)
- MUSI 301 - Elementary Conducting (2 hours)
- MUSI 302 - Advanced Conducting (2 hours)
- MUSI 372 - Music History and Literature II (3 hours)

Area Specific Studies: Studio, Piano and Ensemble Requirements (19 hours)

- Studio (minimum 8 hours)
- Studio Piano (3 hours) or secondary instrument/voice for piano primaries
- Ensembles (8 hours)

Dr. Andrew Blauch motioned to approve. Prof. Emory Hiott seconded the motion. All approved.

III: BUSINESS: Add new program—BBA in Personal Financial Management.

Course requirements for the BBA in Personal Financial Management:

Liberal Arts Core (47 Hours):

- Mathematics in the Liberal Arts Core:
- MATH 110 or higher satisfies the Liberal Arts Core minimum requirement in Mathematics for this major.
- Higher mathematics courses may be required as prerequisites for certain courses. Check Course Descriptions for specific requirements.
- Does not change from other BBA degrees in 2021-22 catalog and forward

Bachelor of Business Administration Core (40 hours):

- Does not change from other BBA degrees in 2021-22 catalog and forward

Major in Personal Financial Management (24 hours):

ACCT 320: Federal Taxation I (3 hours)

FINA 315: Risk Management and Insurance (3 hours)

FINA 446: Investments and Securities Analysis (3 Hours)

FINA 320: Financial Planning for Professionals (3 hours)

FINA 340: Estate Planning (3 hours)

FINA 450: Retirement Savings & Income Planning (3 hours)

FINA 460: Capstone in Financial Planning (3 hours)

BUSI 469: Business Internship, other ELR course, or

FINA 457 Peer-to-Peer Coaching (3 hours)

Dr. Annie Watson motioned to approve. Dr. David Perry seconded the motion. All approved.

IV: BUSINESS: Delete Program: BBA Emphasis in Economics. There are currently only 3 students in this emphasis. They will be advised to change majors or, if need be, taught out.

Dr. Annie Watson motioned to approve. Prof. Emory Hiott seconded the motion. All approved.

November 30, 2021 Addendum, approved by e-mail vote

III: CATALOG CHANGES AND COURSE REVISIONS:

EDUCATION

- EDUC 325: Reading and Writing Across the Content Areas. Increase internal practicum hours to 10 from 5.
- EDUC 423: Assessment Strategies for Reading and ELA for ECE/EE. Decrease internal practicum hours in course from 10 to 5.

All approved.

5. There being no other business, the meeting was adjourned.

Respectfully,

Laura Rochester

Office of the Registrar

CURRICULUM COMMITTEE

Approved Minutes

February 2022

Present: Dr. Scott Yarbrough, Dr. Andrew Blauch, Dr. Marc Embler, Dr. Julie Fernandez (proxy for Dr. Amanda Butler), Mr. Joseph Fix, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Prof. Kerri Nelson, Dr. David Perry, Dr. Ben Phillips, Dr. Christina Sinisi, Prof. Mark Sterbank, Dr. Linda Warren, Dr. Mark Williams, and Dr. Annie Watson

Absent: Dr. Amanda Butler

Ex-officio: Dr. Todd Ashby, Dr. John Kuykendall, Dr. David Palmer, Dr. Gabby Poole, and Ms. Amanda Baron

1. Opening Prayer – Prof. Mark Sterbank opened the meeting with prayer.

2: Review: revision to Academic Policy R-5 – Dr. Andrew Blauch motioned to approve. Prof. Emory Hiott seconded this motion. All approved.

Note: Revision of Academic Policy R-5 required the removal of Academic Policy R-56: International Baccalaureate Diploma Program Credit. Added to R-5 International Baccalaureate Diploma Program Credit information and deleted R-56; made language consistent.

3: Level One Report– Prof. Emory Hiott motioned to approve. Dr. Annie Watson seconded this motion. All approved.

4: There were no Level 2 requests

5. There being no other business, meeting was adjourned.

Respectfully,

Laura Rochester
Office of the Registrar

CURRICULUM COMMITTEE

Approved Minutes

March 2022

Present: Dr. Scott Yarbrough, Dr. Andrew Blauch, Dr. Amanda Butler, Dr. Lindsay Egli, Dr. Marc Embler, Mr. Joseph Fox, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Dr. Kerri Nelson, Dr. David Perry, Dr. Ben Phillips, Dr. Christina Sinisi, Prof. Mark Sterbank, Prof. Linda Warren, Dr. Mark Williams, and Dr. Annie Watson

Absent:

Ex-officio: Dr. Todd Ashby, Dr. John Kuykendall, Dr. David Palmer, Dr. Benjamin Phillips, and Ms. Amanda Baron

1. Opening Prayer -- Dr. Peter Link opened the meeting with prayer.

2: Approval of February Minutes – Prof. Mark Sterbank motioned to approve. Dr. Peter Link seconded this motion. All approved.

3. Discussion: Curriculum Committee will hold responsibility in approving courses for ELR credit. The ELR form will be added to the new course form with a rubric.

4: Level One Report Attached—Dr. Andrew Blauch motioned to approve with minor amendments (spelling errors). Dr. Amy King seconded this motion. All approved.

5: Level 2 Requests

I: AERONAUTICS:

A) Program Revision to Aeronautics Prof Pilot core by adding the following:

- AERN 340 (Advanced Aircraft Systems)
- AERN 440 (Safety Management Systems)
- AERN 470 (Aviation Law)
- AERN 490 (Certified Flight Instructor)
- AERN 491 L (Certified Flight Instructor Lab)
- AERN 230 (Crew Resource Management)

Delete the following:

- AERN 460 (Multi-Engine Rating)
- AERN 461L (Multi-Engine Rating Lab)

B) Revise Commercial Track to show shifting of courses to Core by deleting AERN 460, 461L from the track, and delete AERN 380 (Airport Management).

Dr. Andrew Blauch motioned to approve. Dr. Christina Sinisi seconded this motion. All approved.

C) Add New Track: Military:

- AERN 385 (Space Operations) - 3hrs
 - AERN 450 (Military Aviation) - 2 hrs
 - AERN 451L (Military Aviation Lab) - 2 hrs
- D) Add New Track: Missionary
- AERN 383 (Aviation Maintenance Management) - 3hrs
 - AERN 420 (Missionary Aviation) - 2 hrs
 - AERN 421L (Missionary Aviation Lab) - 2 hrs

Prof. Emory Hiott motioned to approve. Dr. Annie Watson seconded this motion. All approved.

II: BUSINESS:

Revision to BBA in Financial Management major: Changes to the degree to include Personal Financial Management courses as electives and eliminate ECON courses no longer to be taught:

- A) Add FINA447 as elective
- B) Delete from the electives for Financial Management
- BUSI 203 – Personal Finance
 - FINA 412 – Principles of Real Estate
 - ECON 314 – International Trade
 - ECON 331 – Economic Development
 - ECON 422 – Intermediate Macroeconomic Theory
 - BUSI 473 – Business Senior Project
- C) Add to major requirements
- ECON 311 – Money and Banking
 - FINA 315 – Risk Management and Insurance
 - FINA 327 – Intermediate Business Finance
 - FINA 446 – Investments and Securities Analysis I
 - ACCT 450 – Financial Statement Analysis
 - 3-hour approved elective
 - 3-hour approved elective
 - BUSI 469 – Business Internship, or FINA 457 – Peer-to-Peer Coaching, or other ELR Course
- E) New List of available Financial Management Electives
- ACCT310 – Intermediate Accounting I
 - BUSI314 – Information Systems Concepts
 - FINA 437 – Entrepreneurial Finance
 - FINA 457 – Peer-to-Peer Coaching
 - FINA 320 – Financial Planning for Professionals
 - FINA340 – Estate Planning
 - FINA 447 – Investments and Securities II
 - FINA 450 – Retirement Savings and Income Planning
 - MGMT 330—Introduction to Business Analytics

Dr. Annie Watson motioned to approve. Dr. Andrew Blauch seconded this motion. All approved.

III: COMMUNICATION:

A: Add COMM 250, Interpersonal Communication, to LAC options in Communication:

“To keep up with our competitors and offer the best possible learning experience to CSU students, the department would like to open the LAC communication requirement to include COMM 250, Interpersonal Communication. This would give students the opportunity to choose between COMM 110, Public Speaking, and COMM 250. The decision to add COMM 250 was made after a vote within the department. Other classes for consideration included COMM 115, Media Literacy, and COMM 214, Mass Media.”

Dr. Andrew Blauch motioned to split the items below into two motions. Dr. Andrew Blauch motioned to approve. Dr. Lindsay Egli seconded this motion. All approved.

B: Add COMM 250 back to Communication core requirements for Communication Studies
BA: “COMM 250 was removed as a requirement within the Communication Studies degree in Fall 2020. It has since been offered as an elective every semester. The department wanted to add COMM 120, Social Media, to the core requirements, yet keep the number of hours within the degree to 39. . . . With that said, the department would like to move COMM 250 back to the core requirements in the degree. Today’s students, regardless of discipline or future occupation, are missing the mark when it comes to communicating and formulating meaningful relationships at the professional level. By adding COMM 250 back to our core requirements, we are giving our students an opportunity to develop a deeper communicative understanding of the professional environment and hone these vital relational skills.”
Increases the number of credit hours in the degree from 39 to 42.

Dr. Christina Sinisi motioned to approve. Prof. Emory Hiott seconded this motion. All approved.

6. Other business: There was discussion concerning Interdisciplinary majors that minor in the same area as their major which leads to multiple courses counting in both the major and minor. Dr. Yarbrough suggested to discuss options in the next meeting to prevent students from minoring in the same area of study as their major.

Respectfully,

Laura Rochester
Office of the Registrar

CURRICULUM COMMITTEE

Approved Minutes

April 2022

Present: Dr. Scott Yarbrough, Dr. Andrew Blauch, Dr. Lindsay Egli, Dr. Marc Embler, Prof. Emory Hiott, Dr. Peter Jenkins, Dr. Amy King, Dr. Peter Link, Dr. Kerri Nelson, Dr. David Perry, Dr. Ben Phillips, Dr. Christina Sinisi, Prof. Mark Sterbank, Prof. Linda Warren, Dr. Mark Williams, and Dr. Annie Watson

Absent: Dr. Amanda Butler, Dr. Joseph Fox

Ex-officio: Dr. John Kuykendall, Dr. David Palmer, Dr. Benjamin Phillips, Dr. Michael Shipe, Ms. Amanda Baron

1. Opening Prayer—Dr. Marc Embler opened the meeting with prayer.

2: Approval of Minutes—Dr. David Perry motioned to approve. Dr. Peter Link seconded this motion. All approved.

3. Discussion: Policy R-55 updated—Dr. Andrew Blauch motioned to approve. Dr. Peter Link seconded this motion. All approved.

4: Note on Final Exam Test Time changes: Deans may now waive the fee: Registrar

5: Level One Report Attached—Prof. Emory Hiott motioned to approve. Dr. Lindsay Egli seconded this motion. All approved.

6: Level 2 Requests—Dr. Lindsay Egli motioned to approve. Dr. Peter Link seconded this motion. All approved.

I: Program Revision: Kinesiology (Strength and Conditioning Emphasis): Add KINE 403, “Practical/Applied Strength and Conditioning” (3 hours) to the required Kinesiology core for this emphasis. Will increase the major by 3 hours from 38 hours to 41 hours. “To provide a more comprehensive applied course so that the students have more thorough experience regarding strength training concepts and principles that readily align with the NSCA testing standards for the certified strength and conditioning certification. Starting Jan. 1, 2030, the NSCA is changing the standards for students to take the CSCS exam.” See Level 1 report for addition of KINE 403.

7. Other business—Dr. Perry asks to revisit the topic of allowing on-ground students to take online classes over the summer.

Addendum, Electronically Distributed May 4, 2022

I: CATALOG CHANGES AND COURSE REVISIONS*:

COMPUTER SCIENCE:

- CSCI 210: Introduction to Computer Science Through Robotics. Revise Description and increase lab fee from \$50 to \$100.00. “Need to establish a course fee to pay for the requisite robotics kits. The fee will be required for both on-ground and online students.” New description: “(3 hours) This course provides a hands-on overview of computer science through the use of educational robots. Topics include introduction to robot construction, programming, and an analysis of how these technologies are impacting our society. The course meets the LAC Computer Literacy requirement. (A lab fee is required.)”

CAPS:

- LEAD 304: The Call and Purpose of the Leader: Lessons from Antiquity. Revise title and description: The Leader as Shepherd: Leadership Lessons from the Holy Land. “Students will explore how shepherding translates into meaningful service using the Holy Land as backdrop. Students will connect their calling to servant leadership through historical examples in both ancient and modern Israel, and they will add this dimension to their own life plan for leadership.”

All approved.

Respectfully,

Laura Rochester

Office of the Registrar