CLAYTON STATE UNIVERSITY
Undergraduate Curriculum Committee (UCC)
MEETING MINUTES

TOPIC	DISCUSSION	ACTION
CALL TO ORDER	T. Krivosheev called meeting to order at approx. 12:00p.m. • Motion to accept 5.4.12 minutes	• 5.4.12 minutes approved
OLD BUSINESS *CIMS*: **IT: Program Revisions**	• B. Jeff explains IT Curriculum Committee worked on program revision updating IT and CNET programs; charged with meeting Complete College GA goals. Misalignment with transfer students; desire to increase program flexibility and accessible for accelerated and increase completion rates. Program revisions at each level.	
2 program changes of CNET in certificate and AAS level	• 1): Computer networking certificate: 54 hours = 2 years. Courses specifically for CNET and elective courses. Decision: streamline curriculum to 40 hours and align CNET curriculum with IT curriculum. CNET and IT had similar objs; merged into one for both CNET and IT students for better alignment. Modified certificate will enable students move into AAS or BS program in IT with no course loss. • New curriculum: 40 hours; elective IT classes transferred up into remaining in certificate. • 2) Program merge as a result of COPS disbanded led to AAS in Computer Networking and IT. Better course alignment over the course 3 years between the 2 AAS degrees. Desire students to have flexibility with courses from rigid structure. Proposal to freeze admission into AAS-CNET; following last graduate deactivate AAS-CNET = having only AAS-IT with concentration in CNET.	• Approved program hour change. • Approve program deactivation.

	• Motion to approve change in hours. • C: Must start deactivation now. • Motion to deactivate program.	
Lower Division – IT **New Courses** • **ITFN 2214 Web Application Development** **Courses Removed** • **ITFN 2211 Database Design** • **ITFN 2411 WebMaster** • **ITFN 2123 Project Management** • **ITFN 2001 Professional Development**	• AAS-IT application to lower division of B-IT. Objective to provide opportunity for students to take elective courses in other disciplines by opening slots and apply to program. Rationale: Movement IT program towards informatics (the application of IT to other disciplines). • Change rigid items to allow open elective slots. • ITNF 2211 and ITNF 2411 – database learning and web programing and design: similar courses. Instead of individual courses, integrate into single course. Opens 3 hours for free electives. • C: These are not equivalent. • R: In transitional period, students who have both they could graduate under current curriculum. --- discussion about courses, equivalents, replacements, etc. --- • C: Make course not open if already have credit • ITNF 2214 – new course in lower division • ITFN 2123 and ITFN 2001 moved into one 3 hour course into upper division. Rearranged content. • C: Students stopped at AAS, are they missing important part of degree program? • R: No. Faculty felt in lower division, while project mgmt. important not critical. Critical for overall BS. • Prior to motion, question about if new course proposal ITFN 2214 has been approved. • Lower division program changes tabled until new course ITFN 2214 proposal explained and approved.	• Lower division program changes (new course and course removals) tabled.

Upper Division – Bachelors in IT: **New courses** • **ITFN 3003 Professional Developments and Ethics*** • **ITFN 3144 Informatics Project Management **** • **ITFN 4433 Web Integration**** • **ITFN 4154 Informatics Integration**** **Courses Removed** • **ITFN 3134** • **ITFN 4003** • **ITSD 4303** • **ITSD 4312** • **ITMM 4413** • **ENGL 3900**	• 4 concentrations currently, students required to complete 1 concentration and complete 2 courses in another. Found separate areas, reality has blending. • 4 concentrations: networking and security; e-commerce; software development; database • CS program addition caused significant number of students to be for CS majors since it involves software development. Drop-off of IT students in concentration = discontinuation. • Lower division has database. E-commerce incorporates security and has better alignment with networking and security than web design. Desire to drop e-commerce track; take one course and place into networking track. • Want to have informatics; create deeper understanding in another discipline. New track: informatics. Not necessary IT courses; collection of upper division courses in another discipline (i.e. healthcare, biology). Lower division with free electives for foundational courses and upper division emphasis = facilitates students minor in another discipline. • Ends with 3 concentration: networking and security; database; informatics • ITFN 3144 has ITNF 2321 (lower division) content • ITFN 4154 Capstone course pulling all content • ITFN 3134 content moved to concentration; all students have to do lower division in network and security • ITSD 4303 and 4312 content moved into main curriculum • ITMM 4413 was in e-commerce; content moved into networking and course ITFN 4433 • ITFN 4003 (and ITNF 2001)content merged into ITFN 3003 • ENGL 3900 – technical writing course and is important in IT; agree need methods to assess technical writing. Used course as centralized method for assessment. B. Jeff references NCSU publication for outcome-based assessment for programmatic thinking; observation – writing across curriculum appropriate than just centralized; diffuse writing within discipline than general approach. Issue is assessment; outcome-based can facilitate and validate. How applied? Each program has communications and writing outcome for assessment. A centralized course does not mean it meets all needs.	• Upper division program changes (new course and course removals) tabled.

- Q: Do you think faculty will grade papers on English structure (i.e. grammar)? In other disciplines, looking for content and not structure. By removing course, are you removing structure?
- R: Technical writing more than just structure. It is in ENGL 1101 and 1102.
- B. Jeff invites ideas if ENGL 3900 is kept as centralized assessment course of technical writing, but cannot have 123 hour program, so something else would need to be adjusted
 -------- discussion about writing, communications, etc. --------
- Support for ENGL 3900 removal: Nursing does not have upper division ENGL writing course; has entrance essay and addressed every semester. Must have faculty support. Courses do integrate writing and use ENGL and writing lab for evaluation.
- Q: How will the program be implemented? Students will switch programs if a new one is started. Problem: a student hasn't taken the course and transitions, then do not have technical writing piece. How will the program ensure students have this component?
- R: Students would not have the upper division where it would be incorporated since courses are new. There are multiple courses that are writing intensive. In lower division, less courses having a significant amount of writing. If students transition, the new courses would be rich in writing to do assessments and training.
- Q: Have the courses been developed?
- R: No. Proposed.
- Q: The integration of ENGL 3900 would be developed into courses.
- R: Implementation would be Fall 2013.
- Q: Students could start taking courses if transitioning.
- R: Yes, Fall 2013.
- Q: Would you see transfer students going into these upper division courses?
- R: No.
- C: Suggestion, if implemented in Fall 2013, encourage faculty to work with ENGL faculty using engaged learning innovations program.

	B. Jeff requests new course to be on Spring schedule; unsure if enough time for development. Upper division implemented in Fall 2013. - C/Q: Deactivating AAS-CNET, BOR has specific procedures, just FYI. Concern of transfer students courses being applied to free electives. Do you need guidelines? - R: 2 populations – students focus on particular discipline and use free electives as focus for discipline. 1) Students come in IT major, BIO minor and that's how slots filled; 2) have wide variety and take internal concentrations and focus on IT. Students cannot plug in free electives and do upper division courses related to electives; have decision to fill with minor pre-reqs or use courses taken and have IT concentrations. Advising issue to guide students. -------- discussion about banner, pre-reqs, C as min., etc. -------- - Request to table and clean up course proposals for October meeting along with course description along with course name from other schools and find other USG system course descriptions. 5 courses proposals: 1 lower and 4 upper; will get requested items prior to meeting.	
ADJOURN	Meeting adjourned at approx. 1:15p.m.	

Next Meeting: October 5, 2012 at 12:00p.m. University Center (UC) Room 260 – moved to UC 121 due to room lighting repairs