Curriculum Committee Organization Meeting Minutes
9/28/05

Member present: Sharon Blythe, MS, FNP, Dr. Sharon Fernland, Dr. Nat Hardy, Dr. MaryRose Hart, Dr. Jeff Laub, Dr. Richard Ronin

Dr. Ronin opened the meeting and shared his knowledge from last year’s committee.

Main points:
   - Committee looks at all proposed changes in curriculum
   - Kept meetings to 1 hour
   - May meet more frequently/longer if needed during crunch times

Nominated Dr. Laub for chair.

Dr. Laub accepted the nominations, no other nominations were made. Passed by acclamation.

It was suggested that Dr. Patricia Seward be invited to the next meeting to share her knowledge of procedure and mission.

Dr. Laub stated that he would invite her and reserve the HS conf. room for meetings on Wednesday afternoons for the duration of the fall semester. Further, he will arrange for an administrative assistant to be present at meeting and assist with paperwork and organization.

Next meeting set for October 5, 2005.

Adjourned by acclamation.
Rogers State University
Curriculum Committee Minutes
October 5, 2005

Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. MaryRose Hart, Dr. Richard Ronan, Dr. Patricia Seward (Guest)

- Minutes from September 28, 2005, were approved after some slight edits. Approved via acclamation.

- Dr. Patricia Seward discussed the mission of the committee and the procedures for approving curriculum changes, including the required forms/supporting documentation.

- Dr. Richard Ronan suggested making all required forms available via soft copy. These forms would be exact copies of the Regents' forms in terms of information but would be in a more efficient format.

- Dr. MaryRose Hart suggested that the current committee have all the minutes from the previous two years. Sarah Winzenburg will look into that matter.

- Dr. MaryRose Hart will obtain the most recent curriculum proposal changes from the School of Business and Technology.

- Next meeting is set for October 19, 2005.

The meeting was adjourned. Dr. Richard Ronan motioned; Dr. MaryRose Hart seconded; motion passed.

Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Rogers State University
Curriculum Committee Minutes
October 26, 2005

Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. MaryRose Hart, Sharon Blythe, Dr. Sharon Fernlund, Dr. Bruce Garrison (Guest), Dr. Bert Tollison (Guest), Dr. Johnny Carroll (Guest), Dr. Peter Macpherson (Guest)

- **BS in Game Development**
  Completed first reading of Proposal 1-05 proposing a new program entitled Bachelors of Science in Game Development. Second reading will begin at next meeting.

- **AA in Business Administration (004)**
  **BS in Business Administration (113)**
  Completed first reading of Proposal 27-04 to delete BUS 1213 Business Mathematics, BUS 1223 Business English, BUS 1290 Seminar in Business, BMA 2323 Human Resources Management, BUSA 2190 Seminar in Office Administration, BUSA 2223 Office Administration, and BMA 4793 Leadership and Change Dynamics and to change the course codes of BMA 3353 Organizational Theory to MGMT 3353, BUS 1203 Introduction to Business to BADM 1203, and BUS 2013 to Personal Finance to BADM 2013. Motion was made to waive second reading and accept this proposal. Sharon Fernlund moved; MaryRose Hart seconded; motion passed.

- **BS in Business Administration (113)**
  Completed first reading of Proposal 26-04 to delete course BMA 4213 Marketing Information and Decision Support Systems and add course MKTG 4333 Marketing Research. Motion was made to waive second reading and accept this proposal. MaryRose Hart moved; Sharon Fernlund seconded; motion passed.

- **BS in Business Administration (113)**
  Began first reading of Proposal 2-05 requesting a new option of entrepreneurship in the BS degree. First reading will continue at next meeting.

The meeting was adjourned via acclamation.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. MaryRose Hart, Dr. Sharon Fernlund, Dr. Peter Macpherson, Dr. Johnny Carroll (Guest)

Dr. Peter Macpherson agreed to serve as a proxy for Dr. Rich Ronan.

- **BS in Game Development**
  The second reading of Game Development Program was initiated. A minor change was made to the assessment box for the art classes which specifies that we have given the assessment plan to the assessment committee. The Capstone CS 4164 course number was changed to CS 4504. The Seminar CS 4603 course number was changed to CS 4403. Data Structure was added as a prerequisite for Game Programming I. Sequential Art and English 333 Creative Writing were added as prerequisites for 4403 Game Development. A lot of time was spent making minor editorial corrections. Nat Hardy moved; MaryRose Hart seconded; motion passed.

The meeting was adjourned via acclamation.

**Minutes taken by** Kara Krumwiede, Student Worker, Department of Business and Technology.
Rogers State University
Curriculum Committee Minutes
November 16, 2005

Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Dr. Peter Macpherson (Proxy), Dr. Bert Tollison (Guest), Dr. Gary Moeller (Guest)

- **BS in Business Administration (113)**
  Completed second reading of Proposal 2-05 requesting a new option of entrepreneurship in the BS degree. Motion was made to accept this proposal and send it to Academic Council. Peter Macpherson moved; Nat Hardy seconded; motion accepted.

- **Communications and Fine Arts**
  Completed first reading of Proposal 3-05 to delete ART 1853 Intermediate Black and White Photography, ART 2473 Advanced Three-Dimensional Art, ART 2953 Graphics Animation, ART 3103 Graphics Media, ART 4113 Communication Graphics IV. Motion was made to waive second reading, accept this proposal, and send it to Academic Council. Nat Hardy moved; Sharon Fernlund seconded; motion accepted.

- **Communications and Fine Arts**
  Began first reading of Proposal 4-05 to add ART 4533 Art Studies- At-Large. Second reading will continue at next meeting.

The meeting was adjourned via acclamation.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Sharon Blythe, Dr. MaryRose Hart, Dr. Peter Macpherson (Proxy), Linda Andrews (Guest), Dr. Gary Moeller (Guest)

- Communications and Fine Arts
  Completed second reading of Proposal 4-05 to add ART 4533 Art Studies- At -Large. Motion was made to accept this proposal and send it to Academic Council. Peter Macpherson moved; MaryRose Hart seconded; motion accepted.

- BS in Nursing
  Completed first reading of Proposal 5-05 proposing a new program entitled Bachelor of Science in Nursing. Second reading will begin at next meeting.

Next meeting is scheduled for Wednesday, December 7th.

The meeting was adjourned via acclamation.

Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. Nat Hardy, Sharon Blythe, Linda Andrews (Guest)

- BS in Nursing
  Completed second reading of Proposal 5-05 proposing a new program entitled Bachelor of Science in Nursing. Motion was made to accept this proposal and send it to Academic Council. Sharon Blythe moved; Nat Hardy seconded; motion accepted.

The meeting was adjourned via acclamation.

Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Rogers State University
Curriculum Committee Minutes
February 16, 2006

Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Sharon Blythe, Dr. Rich Ronan, Dr. Keith Martin (Guest)

- **AS in Biological Science**
  Completed first reading of Proposal 6-05 to delete the Associate in Science in Biological Science Pre-Medical/Dental Option (003M). Motion was made to accept this proposal and send it to Academic Council. Rich Ronan moved; Nat Hardy seconded; motion accepted.

- **Liberal Arts**
  Completed first reading of Proposal 7-05 requesting to create a minor in Humanities. Discussed if the minor should not be open to all Bachelor of Arts in Liberal Arts students or just Bachelor of Arts in Liberal Arts with Global Humanities concentration students. Second reading will begin at next meeting.

- **BS in Biology**
  Completed first reading of Proposal 8-05 to add BIOL 4554 Aquatic Biology. Motion was made to accept this proposal and send it to Academic Council. Rich Ronan moved; Sharon Blythe seconded; motion accepted.

- **BS in Biology**
  Completed first reading of Proposal 9-05 to add BIOL 4602 Biology Research Methods I and BIOL 4801 Biology Research Methods II and delete BIOL 4702 Senior Research. Second reading will begin at next meeting.

- **AA in Liberal Arts – Native American Studies Option**
  Completed first reading of Proposal 10-05 to change the Native American Law course code from NAMS 2263 to NAMS 3263. Second reading will begin at next meeting.

- **AS in Physical Science**
  Completed first reading of Proposal 11-05 to change the core requirements and the support and related courses for the following options: Chemistry (028C), Geology (028G), and Engineering/Physics/Math (028E). The core requirements will become the same for all three options and the support and related courses will change for each option. Second reading will begin at the next meeting.

- **BFA in Visual Arts**
  Completed first reading of Proposal 12-05 proposing a new program entitled Bachelor of Fine Arts in Visual Arts. Second reading will begin at next meeting.

Next meeting is scheduled for Thursday, February 23, 2006.

The meeting was adjourned via acclamation.

Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Dr. Rich Ronan, Dr. MaryRose Hart, Dr. Gary Moeller (Guest), Dr. Jeffery Gentry (Guest), Dr. Hugh Foley (Guest), Dr. Bert Tollison (Guest), Dana Gray (Guest)

- **Liberal Arts:** Completed second reading of Proposal 7-05 requesting to create a minor in Humanities. Motion was made to accept this proposal and send it to Academic Council. Rich Ronan moved; Nat Hardy seconded; motion accepted.

- **BS in Biology:** Completed second reading of Proposal 8-05 to add BIOL 4554 Aquatic Biology. Motion was made to accept this proposal and send it to Academic Council. Jeff Laub moved; Rich Ronan seconded; motion accepted. Proposal will be forwarded to Academic Council pending changes made to the course description.

- **BS in Biology:** Completed second reading of Proposal 9-05 to add BIOL 4602 Biology Research Methods I and BIOL 4801 Biology Research Methods II and delete BIOL 4702 Senior Research. Motion was made to accept this proposal and send it to Academic Council. Rich Ronan moved, Sharon Fernlund seconded; motion accepted.

- **AA in Liberal Arts – Native American Studies Option:** Completed second reading of Proposal 10-05 to change the Native American Law course code from NAMS 2263 to NAMS 3263. Motion was made to accept this proposal and send it to Academic Council. Nat Hardy moved; Rich Ronan seconded; motion passed.

- **AS in Physical Science:** Completed second reading of Proposal 11-05 to change the core requirements and the support and related courses for the following options: Chemistry (028C), Geology (028G), and Engineering/Physics/Math (028E). The core requirements will become the same for all three options and the support and related courses will change for each option. Motion was made to send the proposal back to the Assessment Committee for further review and information. Rich Ronan moved; Nat Hardy seconded; motion passed.

- **BT in Applied Technology:** Completed first reading of Proposal 13-05 to delete the following courses: BUSA 1103 Keyboarding I, BUSA 1113 Word Processing I, BUSA 1203 Keyboarding II, BUSA 1413 Records and Database Management, BUSA 2113 Word Processing II, and BUSA 2433 Office Machines. Motion was made to waive second reading, accept proposal, and send it to Academic Council. Rich Ronan moved; Nat Hardy seconded; motion passed.

- **BFA in Visual Arts:** Completed second reading of Proposal 12-05 proposing a new program entitled Bachelor of Fine Arts in Visual Arts. Proposal was sent back to department for more information and clarification.

- **BS in Business Administration:** Completed first reading of Proposal 14-05 requesting a new Marketing option in the Bachelor of Science in Business Administration degree. Second reading will begin at next meeting.

Next meeting is scheduled for Thursday, March 2, 2006, at 12:30 PM in HS 172. The meeting was adjourned via acclamation. Minutes taken by Sarah Winzenburg, Administrative Assistant, Dep of Business and Technology.
Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Dr. Rich Ronan, Dr. MaryRose Hart, Dr. Gary Moeller (Guest), Dr. Jeffery Gentry (Guest), Dr. Bert Tollison (Guest), Cathy Coomer (Guest)

- **BS in Business Administration**
  Completed second reading of Proposal 14-05 requesting a new Marketing option in the Bachelor of Science in Business Administration degree. Motion was made to accept this proposal and send it to Academic Council pending editorial changes. Rich Ronan moved; Sharon Fernlund seconded; motion accepted.

- **AS in Physical Science**
  Completed first reading of Proposal 15-05 to change the course code for Environmental Chemistry from CHEM 2515 to CHEM 3515 as well as the course description. Second reading will begin at next meeting.

- **General Education**
  Completed first reading of Proposal 16-05 to add BIOL 3104 Plants and Civilization to the Global Studies requirement within the university General Education Curriculum. Second reading will begin at next meeting.

- **BFA in Visual Arts**
  Completed third reading of Proposal 12-05 proposing a new program entitled Bachelor of Fine Arts in Visual Arts. Discussed student demand and summary of survey results as well as budget and faculty requirements. Motion was made to accept this proposal and send it to Academic Council pending editorial changes. MaryRose Hart motioned; Sharon Fernlund seconded; motion accepted.

Next meeting is scheduled for Thursday, March 9, 2006, at 12:30 PM in HS 172.

The meeting was adjourned via acclamation.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Rogers State University
Curriculum Committee Minutes
March 9, 2006

Present: Dr. Jeff Laub, Dr. Nat Hardy, Dr. Sharon Fernlund, Sharon Blythe, Dr. Jeffery Gentry (Guest), Cathy Coomer (Guest)

- **BFA in Visual Arts**
  Proposal 12-05 was approved during the previous Curriculum Committee meeting on March 2, 2006. The proposal was to be forwarded to Academic Council after the final corrected version with the approved Curriculum Committee edits had been received. At this time, the final version had not yet been received so motion was made to send the current version of the proposal to Academic Council and allow the Liberal Arts department to deliver the final version when it was ready. Jeff Laub motioned; Nat Hardy seconded; motion approved. However, a few hours after the meeting Jeff Laub called Sarah Winzenburg letting her know that the final version had been completed by the Liberal Arts department and that we would no longer forward the old version. Sarah Winzenburg received the final version from Shelly Borgstrom and forwarded it to Academic Council.

- **BA in Communications**
  Completed first reading of Proposal 17-05 requesting various changes to the Bachelor of Arts in Communications degree including adding a new option, adding new courses, changing existing course descriptions, deleting courses, and changing existing course prerequisites. Second reading will begin at next meeting.

- **AS in Physical Science**
  Second reading of Proposal 15-05 to change the course code for Environmental Chemistry from CHEM 2515 to CHEM 3515 was postponed until the next meeting.

- **General Education**
  Second reading of Proposal 16-05 to add BIOL 3104 Plants and Civilization to the Global Studies requirement was postponed until the next meeting.

Next meeting is scheduled for Thursday, March 23, 2006, at 12:30 PM in HS 172.

The meeting was adjourned via acclamation.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
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Present: Dr. Jeff Laub, Dr. Rich Ronan, Dr. MaryRose Hart, Dr. Sharon Fernlund, Sharon Blythe, Dr. Jeffery Gentry (Guest), Cathy Coomer (Guest), Dr. Abe Marrero (Guest), Dr. Monica Varner (Guest)

- **AS in Physical Science**  
  Completed second reading of Proposal 15-05 to change the course code for Environmental Chemistry from CHEM 2515 to CHEM 3515 as well as the course description. Motion was made to accept this proposal and send it to Academic Council. Rich Ronan moved; Sharon Fernlund seconded; motion accepted.

- **General Education**  
  Completed second reading of Proposal 16-05 to add BIOL 3104 Plants and Civilization to Global Studies requirement within the university General Education Curriculum. Rich Ronan moved; Sharon Fernlund seconded; motion accepted.

- **BA in Communications**  
  Second reading of Proposal 17-05 was postponed until the next meeting to allow members who were not present during the previous meeting to read the proposal. Second reading will begin at next meeting.

- **BS in Community Counseling**  
  Completed first reading of Proposal 18-05 requesting creation of a new program entitled Bachelor of Science in Community Counseling. Second reading will begin at next meeting.

Next meeting is scheduled for Thursday, March 30, 2006, at 12:30 PM in HS 172.

The meeting was adjourned via acclamation.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Rogers State University  
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March 30, 2006

Present: Dr. Jeff Laub, Dr. MaryRose Hart, Dr. Sharon Fernlund, Dr. Nat Hardy, Dr. Jeffery Gentry (Guest), Cathy Coomer (Guest), Dr. Abe Marrero (Guest), Dr. Monica Varner (Guest)

- **BA in Communications**  
  Completed second reading of Proposal 17-05 requesting various changes to the Bachelor of Arts in Communications degree including adding a new option, adding new courses, changing existing course descriptions, deleting courses, and changing existing course prerequisites. Motion was made to accept proposal and forward it to Academic Council pending receiving the final version with the Curriculum Committee edits. Nat Hardy motioned; Sharon Fernlund seconded; motion accepted.

- **BS in Community Counseling**  
  Completed second reading of Proposal 18-05 requesting creation of a new program entitled Bachelor of Science in Community Counseling. Motion was made to accept proposal and forward it to Academic Counsel pending receiving the final version with the Curriculum Committee edits. Sharon Fernlund motioned; MaryRose Hart seconded; motion accepted.

The meeting was adjourned via acclamation.

The next meeting has not yet been scheduled.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. MaryRose Hart, Dr. Rich Ronan, Dr. Nat Hardy

- **AS in Biological Science:** Completed first reading of Proposal 19-05 requesting to remove BIOL 2124 Microbiology from the program requirement courses and replace it with CHEM 1415 General Chemistry II as well as remove CS 1113 Microcomputer Applications, CS 1213 Introduction to Computing, and CHEM 1415 General Chemistry II from the support and related courses and add MATH 2843 Statistics, CHEM 3125 Organic Chemistry I, and the option to take an additional 2000 level biology course. Motion was made to waive the second reading, accept this proposal, and send it to Academic Council. Rich Ronan moved; Nat Hardy seconded; motion accepted.
- **BA in Liberal Arts:** Completed first reading of Proposal 20-05 requesting the addition of HUM 3113 Studies in Africa – American Culture to the Global Humanities concentration. Motion was made to waive the second reading, accept this proposal, and send it to Academic Council. Rich Ronan moved; Nat Hardy seconded; motion accepted.
- **AA in Art:** Completed first reading of Proposal 21-05 requesting to change the option name Graphics to Graphic Design. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.
- **AA in Art:** Completed first reading of Proposal 22-05 requesting multiple and various course changes/deletions/additions. Please see the proposal for specifics. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.
- **AA in Art:** Completed first reading of Proposal 23-05 requesting the following: title and prerequisite change for ART 2033, course number change for ART 1923 to ART 2353, and course number change for ART 2223 to ART 3223. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.
- **BA in Liberal Arts:** Completed first reading of Proposal 24-05 requesting to add ART 3103 and ART 4223 to the Fine Arts Concentration. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.
- **Liberal Arts:** Completed first reading of Proposal 25-05 asking for creation of a Graphic Design minor. Second reading will begin at next meeting.
- **AA in Early Childhood/Elementary Education:** Completed first reading of Proposal 26-05 requesting to add a Cameron/OU/OSU Option and an NSU Option to provide a smooth transition into a Bachelor program. Motion was made to waive the second reading, accept this proposal, and send it to Academic Council. MaryRose Hart moved; Rich Ronan seconded; motion accepted.
- **Social and Behavioral Sciences:** Completed first reading of Proposal 27-05 requesting creation of a Legal Assisting minor. Second reading will begin at next meeting.
- **Social and Behavioral Sciences:** Completed first reading of Proposal 28-05 requesting creation of a Criminal Justice – COP minor. Second reading will begin at next meeting.
- **AA in Criminal Justice Studies:** Completed first reading of Proposal 29-05 requesting the course number change of CJ 3024 to CJ 3023. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.
- **AA in Criminal Justice Studies:** Completed first reading of Proposal 30-05 requesting the course number change of CJ 2712 to CJ 2711. Additional information has been requested from the
originating department, and the second reading will take place once that information has been received.

- **BS in Justice Administration:** Completed first reading of Proposal 31-05 requesting the course prefix change of POLS 3113 to POLS/LA 3113. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.

- **AA in Legal Assisting:** Completed first reading of Proposal 32-05 requesting that the course POLS 3113 be cross listed with Legal Assisting. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.

- **AA in Legal Assisting:** Completed first reading of Proposal 33-05 requesting deletion of POLS/LA 2033 American Legal System and addition of POLS/LA 3113 American Court System. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.

- **AA in Criminal Justice Studies:** Completed first reading of Proposal 34-05 requesting additional prerequisites be added to the course descriptions of the following courses: CJ 2563, CJ 3113, CJ 2721, CJ 2721, and CJ 2731. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.

- **BS in Justice Administration:** Completed first reading of Proposal 35-05 requesting deletion of the Law Enforcement option. Additional information has been requested from the originating department, and the second reading will take place once that information has been received.

The meeting was adjourned via acclamation. The next meeting is scheduled for Thursday, April 20, 2006, in HS172. Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
Present: Dr. Jeff Laub, Dr. MaryRose Hart, Sharon Blythe, Dr. Bert Tollison (Guest), Dr. Diana Clayton (Guest), Bryce Brimer (Guest)

- **Criminal Justice Studies:** All Criminal Justice Studies proposals are put on hold until more information is received from the originating department. All of the changes in the current proposals hinge on changes requested by a proposal that was sent to last year’s Curriculum Committee. We will be able to proceed with the current proposals when we find out what became of last year’s proposal.

- **BS in Justice Administration:** Completed second reading of Proposal 31-05 requesting the course prefix change of POLS 3113 to POLS/LA 3113. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **AA in Legal Assisting:** Completed second reading of Proposal 33-05 requesting deletion of POLS/LA 2033 American Legal System and addition of POLS/LA 3113 American Court System. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **AA in Legal Assisting:** Proposal 32-05 was tabled because its request is a duplicate of Proposal 31-05 – to cross list POLS 3113 with Legal Assisting and make it POLS/LA 3113.

- **AA in Art:** Completed second reading of Proposal 21-05 requesting to change the option name Graphics to Graphic Design. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **AA in Art:** Completed second reading of Proposal 22-05 requesting multiple and various course changes/deletions/additions. Please see the proposal for specifics. Motion was made to accept the proposal and send it to Academic Council pending Curriculum Committee approved edits being made. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **AA in Art:** Completed second reading of Proposal 23-05 requesting the following: title and prerequisite change for ART 2033, course number change for ART 1923 to ART 2353, and course number change for ART 2223 to ART 3223. Motion was made to accept the proposal and send it to Academic Council pending Curriculum Committee approved edits being made. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **BA in Liberal Arts:** Completed first reading of Proposal 24-05 requesting to add ART 3103 and ART 4223 to the Fine Arts Concentration. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **Liberal Arts:** Completed second reading of Proposal 25-05 asking for creation of a Graphic Design minor. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; Sharon Blythe seconded; motion accepted.

- **Social and Behavioral Sciences:** Completed second reading of Proposal 27-05 requesting creation of a Legal Assisting minor. Motion was made to accept the proposal and send it to Academic Council. MaryRose Hart motioned; motioned approved via acclamation.

- **BS in Business Administration:** Completed first reading of Proposal 36-05 requesting the following course additions: BADM 4333 International Business and ACCT 3333 Accounting Ethics/BADM 3333 Business Ethics (cross listed). Motion was made to waive the second reading, accept this proposal, and send it to Academic Council. MaryRose Hart motioned; motioned approved via acclamation.

The meeting was adjourned via acclamation. The next meeting is scheduled for Thursday, May 4, 2006, in HS172. Minutes taken by Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.
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May 4, 2006

Present: Dr. Jeff Laub, Dr. Sharon Fernlund, Dr. MaryRose Hart, Dr. Nat Hardy, Dr. James Ford (Guest), Dr. Diana Clayton (Guest), Dr. William Hart (Guest), Lori Butler (Guest)

- **Communications and Fine Arts**
  Completed first reading of Proposal 37-05 requesting deletion of ENGL 0033 Basic Writing II as well as courses ENGL 1113H Composition I-Honors and ENGL 1123H Composition II-Honors. Motion was made to waive the second reading, accept the proposal, and send it to Academic Council. MaryRose Hart moved; Nat Hardy seconded; motion accepted.

- **Nursing**
  Completed first reading of Proposal 38-05 requesting addition of six new courses designed to support the 3-credit Nutrition Elective within the previously approved Bachelor of Science in Nursing degree. Motion was made to waive the second reading, accept the proposal, and send it to Academic Council pending Curriculum Committee approved edits being made. Nat Hardy moved; Sharon Fernlund seconded; motion accepted.

- **BA in Liberal Arts**
  Completed first reading of Proposal 39-05 requesting a new course addition of HUM 3733 Medical Humanities. Motion was made to waive the second reading, accept the proposal, and send it to Academic Council pending Curriculum Committee approved edits being made. MaryRose Hart moved; Sharon Fernlund seconded; motion accepted.

- **Communications and Fine Arts**
  Completed first reading of Proposal 40-05 requesting a new course addition of ENGL 1001 Essay Writing. Motion was made to waive the second reading, accept the proposal, and send it to Academic Council. Nat Hardy moved; Sharon Fernlund seconded; motion accepted.

- **Criminal Justice Studies**
  Completed third reading for Proposals 28-05, 29-05, 30-05, 34-05, and 35-05 with the understanding that they will be bundled and sent up to Academic Council with last year’s AA in Criminal Justice Proposal. Motion was made to approve these proposals and send them to Academic Council. Nat Hardy motioned; MaryRose Hart seconded; motion accepted.

- **BA in Liberal Arts**
  Completed first reading of Proposal 41-05 requesting addition of two new options: English and Global Humanities. Motion was made to waive the second reading, accept the proposal, and send it to Academic Council. Nat Hardy motioned; MaryRose Hart seconded; motion accepted.

The meeting was adjourned via acclamation.

The next meeting is has not yet been scheduled.

**Minutes taken by** Sarah Winzenburg, Administrative Assistant, Department of Business and Technology.