University Committee on Courses and Curricula

Meeting Minutes – March 11, 2014

In attendance were:


Not in attendance were:

AbdurRahman Alsamman, Jamie Blanch, Tony French, Matt Moore, Vincent Prior, Bill Sharpton, Richard Speaker

Minutes from the previous meeting on 2-27-14 were reviewed, there were no corrections, and the minutes were approved.

The following proposals were approved.

ANTH 4330 Gender and Power in Latin America Add
BA 2780 Application Software for Business Change
BIOS 4173 Molecular Biotechnology Add
COBA Business Administration, BS Curric Change
COBA Finance, BS* Curric Change

*Please note that FIN 4222 has been de-activated, but it is listed in this curriculum.

COBA Management, BS** Curric Change

**ECON 1203 should be listed in the general education section for a total of 39 credit hours.

CHEM 1002 Life, The Universe and Everything: Chemistry of our ... Add
COS Chemistry, BS Curric Change
COBA BS Requirements Curric Change
COS Computer Science, BS Curric Change
EES 4949/5949 Natural Resource Management Fast Track
COS EES Curric Change/FT
ENCE 2301-2 Civil Engineering Computing and Graphics Change
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENCE 3318</td>
<td>Principles of Hydraulics</td>
<td>Fast Track</td>
</tr>
<tr>
<td>ENCE 3356</td>
<td>Structural Analysis</td>
<td>Fast Track</td>
</tr>
<tr>
<td>ENCE 4323</td>
<td>Design of Water and Wastewater Treatment Plants</td>
<td>Fast Track</td>
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<tr>
<td>COE</td>
<td>Civil Engineering, BS</td>
<td>Curric Change</td>
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<tr>
<td>FIN 3300</td>
<td>Principles of Financial Management</td>
<td>Change</td>
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<tr>
<td>FTCA 4542</td>
<td>History of Documentary Film</td>
<td>Add</td>
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<tr>
<td>HIST 4800</td>
<td>Historical Thought and Writing</td>
<td>Fast Track</td>
</tr>
<tr>
<td>IDS</td>
<td>Interdisciplinary Studies, Bachelor</td>
<td>Curric Change</td>
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<tr>
<td>MANG 4710</td>
<td>Management of Technology and Innovation</td>
<td>Change</td>
</tr>
<tr>
<td>MATH 2114</td>
<td>Calculus I</td>
<td>Add</td>
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<tr>
<td>MATH 2124</td>
<td>Calculus II</td>
<td>Add</td>
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<tr>
<td>MATH 2134</td>
<td>Calculus III</td>
<td>Add</td>
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<tr>
<td>MATH 3511</td>
<td>Introduction to Linear Algebra</td>
<td>Change</td>
</tr>
<tr>
<td>MATH 4511</td>
<td>Linear Algebra</td>
<td>Change</td>
</tr>
<tr>
<td>MATH</td>
<td>2221, 3221, 4101, 4102, 4224, 4230, 4251, 4270, 4280...</td>
<td>Fast Track</td>
</tr>
</tbody>
</table>

The following proposals were **approved pending the following changes, clarifications, or additions:**

- **EES 4125**  
  Toxicology of Metals  
  Add

  Please omit EES 5115 as prerequisite. Please omit “3 credit hours lecture.” Please condense description, if possible.

- **ENCE 2301-3**  
  Civil Engineering Computing and Graphics  
  Change

  A new course must be created, therefore an add course proposal, including syllabus, must be submitted. Please revise prerequisites to state “credit for or registration in ENCE 2302.” Please consider whether the last sentence is necessary and/or misleading.

- **ENCE 3323-5**  
  Introduction to Environmental Engineering  
  Change

  The course number 3325 has already been used. Please indicate whether you would like to retain 3323 or create a new course number.
ENCE 3323-6  Introduction to Environmental Engineering  Change
A new course must be created, therefore an add course proposal, including syllabus, must be submitted. Please revise prerequisites to state “credit for or registration in ENCE 3325.”

FA 4276  Prospect New Orleans  Add
Please add standard statement on accommodations for students with disabilities that is included in the UNO Syllabus Requirements document.

FTCA 4500  Film Development and Planning  Change
Please clarify intention of prerequisites, perhaps by phrasing as such, “FTCA 2250 or FTCA 2260, and FTCA 3530.” Please omit “required for FTCA 4530.”

FTCA 1620  Introduction to Film Arts  Change
Please revise second sentence of course description to begin, “Non-FTCA majors” instead of “others.”

HIST 2520  History of American Sports  Add
Please include the standard statements on academic integrity and accommodations for students with disabilities that are included in the UNO Syllabus Requirements document.
You are welcome to elaborate on these statements. (Creative syllabus!)

MANG 4750  Knowledge Management  Change
Prerequisite should be singular. Please omit “students may not receive credit for both…” sentence. There will be a blanket statement in the catalog explaining the purpose and rules for 4000/5000 courses.

The following proposals should be resubmitted with the following changes:

HIST 4531  Seeing History through Film  Add
The committee expressed concerns regarding the intention to have this course be repeatable. Perhaps a Special Topics course might be a better fit? If course themes are rotated, how will the department monitor whether a student has completed the course with Theme A or B? Please include the standard statement on accommodations for students with disabilities that is included in the UNO Syllabus Requirements document.
The repeat limit described in the last sentence of the course description should be revised for clarity so that it can be programmed – is permission of the department only needed for a student taking the course a second time?
**Discussion Items**

**Curricula Changes**

All curricula changes will be cross-checked with the degree requirements templates that were submitted via Academic Affairs to the Office of the Registrar. Discrepancies identified by the Office of the Registrar will be communicated to the departments and rectified. Any revised templates will be re-sent to OCPRM for publishing on the website. Effective 2014-15, curricula adds, drops, and changes will require the new template to be completed.

**Syllabus Requirements**

It was suggested that one committee member check all syllabi related to course add proposals in advance of the meetings so as to expedite the review process. The committee member will review each syllabus to ensure that all required components are included. Any missing or incomplete components will be noted. Florence Jumonville volunteered to handle this responsibility.