

Joint Curriculum Council

3-18-2021 Minutes

The meeting was called to order by Chris Davis 3/4/2021 at 3:03 PM.

Attendees: Chris Davis, Jennifer Miller, Patricia Harveson, Gina Stocks, Jeffrey Myer, Michael Ortiz, Edison Moura, Oguzhan Basbuyuk, Avram Dumitrescu, Matt Moore, Pam Pipes, Karla Flores, Suzzanne Robinson at 3 pm CST.

Jennifer went over the process for reviewing forms. Each team went over their assigned forms shared with the group ones that had issues.

Michael Ortiz and Patricia reviewed CJ and CRIM change forms. Michael shared that most were clerical and the team felt all could be easily corrected with the exception of CJ 4309. CJ 4309 will be sent back to the program coordinator for clarification.

Matt Moore asked for clarification on catalog definition. Is the catalog the printed catalog or the dynamic banner catalog definition? Pam shared that the catalog on banner is not current. The committee was unaware of how corrections were handled by the administration office.

Patricia brought up that CJ 4309 does not match to CRIM 4309 course description and prerequisite. Jennifer shared that the curriculum committee was not provided current cross listings to check so it will be difficult for the committee to check for alignment.

Oguzhan reviewed multiple issues with Accounting and General Business courses. Clerical issues will be addressed by the committee. The following major issues will be asked for clarifications via an email to chairs and deans for clarifications on the following General Business forms.

ACC 332: First page contains NO course number for ID purposes _Prerequisite was not checked, _new course title typo, _"What is the expected number of hours per week that students will spend on assigned course work outside of class?" is 9. Should it be 6? _New course description is different in pg. 2 and 3.

ACCT 332: From the committee: I think this indicates that 3332 from RGC will have a course number change. What is Alpine prefix? _Prerequisite was not checked, _Is the old course subject ACC or ACCT? _new course tittle typo, _"What is the expected number of hours per week that

students will spend on assigned course work outside of class?" is 9. Should it be 6? _New course description is different in pg. 2 and 3 _Campus Alpine? The form shows it is an Alpine course but it is submitted by Dr. Matula. Is it Correct? From registrar: form indicates new course number will be ACC 3332? Should be ACCT 3332?

FIN 3340: _Course description is same there is no change. -Campus Alpine? The form shows it is an Alpine course but it is submitted by Dr. Matula. Is it Correct?

FINA 3340: Catalog currently lists both FIN/FINA 3340 as Corporation Finance. This shows that the RGC class will change to Corporate Finance. Is this correct?

GBA 3340: "Sul Ross Only"? Is that indicating alignment? _"What is the expected number of hours per week that students will spend on assigned course work outside of class?" is 9. Should it be 6? -Campus Alpine? The form shows it is an Alpine course but it is submitted by Dr. Matula. Is it Correct?

GBA 3351: What is course description change? All the same. It says change in description and number but there is no change on the form.

GBA 3352: What is the change? There are no changes listed here.

GBA 4360: Changing from MKT4379 to GBA 4360? I don't find a GBA or GBUS 4360 in current catalog? New course? Are they creating a new course?

GBUS 3350: Changing from MISY to GBUS? I don't find a GBUS 3350 in current catalog. Are they creating a new course?

GBUS 4355: _Prerequisite not checked . Are they creating a new course?

MGT 3322: Is this on the Alpine campus? The form shows it is an Alpine course but it was submitted by Dr. Matula. Is this correct? This form is not attached. Can you respond and let us know?

MKT 3307: Is this on the Alpine campus? The form shows it is an Alpine course but it was submitted by Dr. Matula. Is this correct?

ENG 2341- From registrar: Changing this course number removes an important core course from inventory. It also means that students that take ENGL 2341 at junior colleges will not be able to transfer an equivalent course (this is a TCCNS aligned course.) Do you really want to change the number? Or add ENG 3316 instead? Also ENG 3316 (ENGL 3316) is not correct - there is no TCCNS equivalent for a ANY upper level course. From council- Hesitant to clear with Pam's notes. Except the concerns of the Registration office the form is complete.

- **ENGL 3315-** From registrar: This appears to be a course number reuse. Will ENGL 3315 satisfy a specific requirement if taken prior to title change? From council: Not sure on "reuse". Except the concerns of the Registration office the form is complete.
- **ENGL 4304-** From registrar: This appears to be a course number reuse as the topics are completely different. Will credit be accepted if a student took the course prior to title and topic change? From council: Except the concerns of the Registration office the form is complete.

HIST 2309: _course title change checked but the title is same, no change? Please clarify.

HST 4316: Do you wish to put permission of instructor required?

Avram and Edison reviewed their forms. The following mistakes were identified and major issues were shared with clarifications requested for the following courses.

SPAN 3302-From registrar: If SPAN 3302 does not exist, this is a request to ADD SPAN 3302. Paperwork says it's a lecture (it's listed as 3-0) but is listed as a Lab. From council: If SPAN 3302 does not exist, this is a request to ADD SPAN 3302. Paperwork says it's a lecture (it's listed as 3-0) but is listed as a Lab. - Needs course number, name, and hours added to "how it will appear" description.

SPAN 3316- From registrar: Listed as a lecture but taught as a LAB. From council: Please clarify if a lecture or lab.

SPAN 4303- From registrar: The new title and topic indicate that this is a new course on the Alpine campus and as such - you can't use this number. I suggest that SPN/SPAN 4304 be used - which will require a request to change the SPN 4303 course number to SPN 4304 and create a NEW course for SPAN 4304. Listed as a lecture but taught as a LAB.

Note: Biology was reviewed but a new group of biology forms were sent to Chris and Jennifer on 3/15 so Chris and Jennifer will review these new forms prior to addressing the issues addressed by Avram and Edison.

Chris reviewed forms with the following major clarifications needed.

ED7312: "Prerequisite removed from the old description but ""Prerequisite"" box was not checked expected number of hours per week.... is missing Submission date should be 1/23/2021"

EDUC 5308"missing information in the table under ""how it will appear in the catalog"" section _course subject, number, and credit hours are missing in the new description _The box under the new course decryption left blank what is the expected number of hours.... is missing. Submission date should be 1/23/2021"

EDUC 6311: "_what is the expected number of hours.... is missing. Submission date should be 1/23/2021"

EDUC 6313"missing information in the table under ""how it will appear in the catalog"" section. The box under the new course decryption left blank _what is the expected number of hours.... is missing. Submission date should be 1/23/2021"

EDUC 6314"_what is the expected number of hours.... is missing. Submission date should be 1/23/2021"

EDUC 6317"_what is the expected number of hours.... is missing, submission date should be 1/23/2021"

EDUC 7312"_what is the expected number of hours.... is missing. Submission date should be 1/29/2021"

GBUS 5311: The council was confused. Is this a prefix change? Are you adding a course? Check numbers here. - course number/title and (hours) need to be added to the form to provide clarity.

MGMT 5301: From registrar-No number change that I can see. From council: There does not appear to be a number change. Course number/title and hours need to be added to provide further clarity here.

MGMT 5304: From registrar: MGT or MGMT? Both? I can't tell what they are trying to change. From council: Information is very vague and confusing. Is this a MGT course? - course number/title and (hours) need to be added to the form to provide clarity.

Jennifer shared next steps with us contacting the deans and program coordinators for major corrections.

Jennifer shared that the joint curriculum committee was not provided complete crosswalks and as a result it is difficult understand what was changed of both programs and actually align curriculum. It was decided that the committee would send an email to deans and program coordinators encouraging them to complete a coursewalk.

Chris shared that we would meet again in April to begin the process of creating a new curriculum change form.

The meeting adjourned at 4:12 pm.