Members Present: Kim Craft, Brian Heuett, Suzanne Larson, Maxine Stolk, Artis Grady, Michael Richards, Terry Lewis, Diana Graff (chair), Sheri Butler (secretary)

Guests: Mikail Bouniaev, Terry Schwaner, Andreas Weingartner, and Eric Freden

Excused: Verlinda Angell Absent: Jim Harrison

Curriculum Changes:

FCS 2400: Marriage and Family Relations Course Description change.
FCS 4980: Student Teaching New Course description

Business changes:
Original Course #   Course Name ChangeTitle New Course # Change descrip Delete Course
BE 1000 Basic Keyboarding ISA 0900 x
BE 1050 Skillbuilding Keyboarding ISA 0950 x
BE 1100 Business Applications Keyboarding x
BE 1200 Business Machines math ISA 1200
BE 1300 Business English ISA 1300
BE 1400 Overview of Computers ISA 1050
BE 1500 Records Management ISA 1500 x
BE 1600 Applied Accounting ISA 1600 x
BE 1950 Professional Business Leadership ISA 1950
BE 2000 Business Correspondence/ Transcription x
BE 2200 Resume/Interview Preparation ISA 2200 x
BE 2400 Word Processing ISA 2400 x
BE 2600 Database ISA 2100, x
BE 2700 Office Procedures ISA 2700 x
BE 2900 Special Topics ISA 2850 x
BE 3000 Administrative Office Management x
BE 3100 Desktop Publishing ISA 2400 x
BE 3200 Multi-Media Presentations ISA 2450 x
BE 3300 Written Business Communication ISA 2300 x
BE 3400 Advanced Computer Applications ISA 2800 x
BE 3500 Advanced Spreadsheets ISA 2500 x
BE 3600 Advanced Database x
BE 3800 Computer Tutorial Internship ISA 2900 x
BE 3900 Principles of Business and Marketing Education x
BE 4700 Special Topics x
BE 4840 Co-Operative Education x
BE 4900 Teaching Business and Marketing Education IS 4900 x
BE 4950 Teaching Office & Computer Subjects x
Forward these changes to the dean's council with the following questions and recommendations:

- Are there too many classes?
- Is there redundant curriculum?
- Is there really a need for lower division and upper division when the upper division does not include pre-requisites?
- Do they meet the IS 2000 national accreditation standard?
- A lot of classes that could be combined for example: ISA 1050 and ISA 2800
- ISA 2400 and ISA 2100.

PE 3040: Motor Development New course
PE 1880: Physical activities for Elementary Schools
What about quid-pro quo? Are these courses NCATE requirements? These courses are approved as long as there are resources and facilities to teach it.

MGMT 4250: prerequisites/co-requisites change only
MKTG 6000: Foundations of Marketing and Marketing Research - new course.
HIST 4490: Hitler and Nazi Germany - title change and course description
UNIV 2120: Service Learning - contact hours changed to .5 credits and .5 contact hours and it can be repeated twice for a total of 1 hour credit. Not sufficient contact hours for 1 credit.

Approved all course as submitted with the exception of IS 4600, which does not have a syllabus, and the recommendations and questions with the BE/CIS courses.

Bachelor of Science in Mathematics with emphasis in Bioinformatics and Actuarial Science:
Mikail Bouniaev, Terry Schwaner, Andreas Weingartner, and Eric Freden attended the meeting
and presented these two emphases. These emphases were changed to address the many concerns of the committee. These were unanimously approved.

**Elementary Education:** The committee discussed changing concentrations to minors for eleven elementary education areas and deleting 8 concentrations. Each change needs a curriculum change form with signatures from the department chair, Dean and chair of the PECC.

**Special ED:** Reviewed curriculum changes submitted and could not act on them without the approval of the PECC.

The titles are too long in many of the courses and the committee would like to make a recommendation to the College of Education to shorten the titles. These long titles appear in abbreviated form on the students' transcripts and this makes it difficult for people to read what courses were taken.

Next meeting will be Wednesday at 7:00am to review all curriculum for GE and the university catalog. If we don't have curriculum forms, the committee will be notified on Tuesday afternoon.

Meeting adjourned at 8:50am.