

**Undergraduate Curriculum Committee  
Meeting Minutes  
April 11, 2024  
EH 128**

**Members Present:** Sarah Lanci, Scott Andrews, Blake Bickham, Evan Curtis, Geoffrey Gurka, Brian Hosterman, Olga Grisak, Cecilia Battauz, and Jeremy Hawkins for Sloane Milstein

**Members Absent:** Stephen Stern, Andrew Bajorek, Jessica Herrick, and Wayne Smith

**Guests Present:** Britt Mathwich, Tevfik Demirciftci, and Suzanne Owens-Ott

**Ex-officio members present:** Amber D'Ambrosio, Maggie Bodyfelt, Johanna Varner, Janel Davis, Morgan Bridge, and John Stewart

**Recording Secretary:** Lisa Bessette

Chair Lanci called the meeting to order at 3:30 pm.

**I. Announcements**

A. None.

**II. Ex-Officio Reports**

- A. Associate Vice President of Academic Affairs for Assessment and Accreditation
  - i. AVPAA Bridge thanked the committee for their work this year. She encouraged the committee to continue to get SLOs for courses entered into CIM next year.
- B. Registrar's Office
  - i. The Registrar's Office is continuing to work on getting all changes processed. Proposal initiators will be receiving notifications from CIM as proposals finish workflow.
- C. Financial Aid Deputy Director Stewart
  - i. Nothing to report.
- D. Librarian D'Ambrosio
  - i. Librarian D'Ambrosio thanked the committee for their work this year and announced that Jessie Hawkes will be the librarian representative for the committee next year.
- E. Catalog Description Reviewer Varner
  - i. Catalog Description Reviewer Varner requested that departments who are going to be submitting several courses into CIM this fall that they submit those all together at one time to her for review so that any issues with the catalog description can be addressed before they are in CIM workflow.

- F. Essential Learning Scott Andrews
  - i. Nothing to report.

### **III. Old Business**

- A. Chair Lanci asked the committee for nominations for Chair for next year. Chair Lanci volunteered to continue with her position next year if no one else was nominated. The committee unanimously voted to keep Chair Lanci in her position for the next academic year.
- B. Chair Lanci asked the committee for nominations for Vice Chair for next year. Olga Grisak volunteered. The committee unanimously elected Olga Grisak to the position of Vice Chair for the next academic year.

### **IV. Curriculum Proposals**

- A. Curriculum proposals begin on page 3.

### **V. Information Items**

- A. Chair Lanci asked the committee if any department representatives would be leaving the committee for AY 2024-25 to please let her know who their replacements will be.
- B. The course modification for THEA 116 was approved during the March committee meeting. At that time, it was known that there was a course description issue with both THEA 116 and THEA 216 having identical catalog descriptions, but THEA 116 was approved before the Catalog Description Evaluator received a response about how to address the issue. The Catalog Description Evaluator updated the THEA 216 description, and the executive committee added “for first year students” to the THEA 116 catalog description.
- C. The course modification for THEA 117 was approved during the March committee meeting. At that time, it was known that there was a course description issue with both THEA 117 and THEA 118 having identical catalog descriptions, but THEA 117 was approved before the Catalog Description Evaluator received a response about how to address the issue. The Catalog Description Evaluator updated the THEA 118 description, and the executive committee added “plays in the fall semester” to the THEA 117 catalog description.

### **VI. New Business**

- A. Last meeting of the year! See you in the fall.

Bickham moved to adjourn and with no objections from the committee, Chair Lanci adjourned the meeting at 4:07 pm.

Respectfully submitted, Lisa Bessette, 4/12/2024.

## UCC Proposals April 11, 2024

### Effective Term - Summer 2024

### Programs

The following is a summary: Additional information can be found on the individual curriculum proposals.

Program	Degree	Committee Action	Motion   Second
<b>3163: Hospitality Management</b>	<b>BAS</b>	<b>Program Modification - Approved</b>	<b>Gurka   Bickham</b>
<p><b>UCC Discussion:</b> 1) Due to limited faculty resources in Hospitality Management, HMGT 200 (Management and Supervision in the Hospitality Industry), previously an optional required core course, is being removed from this program. Relevant content is adequately covered in other courses in this program. 2) &amp; 3) Removed HMGT 410 (Hospitality Facilities Management) because we have replaced it with the new hospitality operations class, HMGT 417 (Hospitality Operations), which will incorporate full-service hotel simulations and experiential learning through shadowing in Hotel Maverick and is a more appropriate course. 4) Relevant and necessary content from HMGT 371 (Managing Quality Events) has been added to other required courses so it is not necessary to specifically recommend that course to students as a general elective. Specifying "Upper division electives to be approved by advisor" increases the quantity of available restricted electives and will allow students more options. 5) Added spaces between course prefix and number in SLO mapping to be consistent with typical course prefix/number format. 6) Updated wording in suggested course plan to reflect General Elective offerings and recommendation of MANG 499 the last semester. 7) Removed HMGT 101 and BUGB 349 from suggested course plan (these were included in error and are not required for the program, thus not necessary to list in the plan). Adjusted general elective credits to total 10.</p>			

#### Change Item Description

List all proposed changes to the program:

#### Department Justification

- 1) Removed HMGT 200 (Management and Supervision in the Hospitality Industry) from the suggested course plan and footnote in Program-Specific Requirements.
- 2) Removed HMGT 410 (Hospitality Facilities Management) from Program-Specific Requirements and the suggested course plan.
- 3) Added HMGT 417 (Hospitality Operations) to Business Courses section in Program-Specific Requirements and to the suggested course plan.
- 4) Deleted "HMGT 371 Events Management (3 credits)" in the General Electives section text. Added "Please see advisor for recommendations." to Program Specific header.
- 5) Added spaces between course prefix and number in SLO mapping to be consistent with typical course prefix/number format.
- 6) Updated wording in suggested course plan to reflect General Elective offerings and recommendation of MANG 499 the last semester.
- 7) Removed HMGT 101 and BUGB 349 from suggested course plan (these were included in error and are not required for the program, thus not necessary to list in the plan). Adjusted general elective credits to total 10.

Describe discussions about this proposal within the department and outcomes:

Proposed changes were discussed in a faculty meeting on 10/4/23 and followed up with a poll vote. The poll vote ended on 10/17/23 with 18 approvals and 3 abstentions.

**3264: Theatre Arts (General)**

**BA**

**Program Modification - Approved**

**Bickham | Gurka**

**UCC Discussion:** 1) THEA 331 will be inactivated next year. 2) THEA 332 will be inactivated next year. 3) THEA 231 replaces THEA 331 because the content is better suited for lower-division students - getting the material earlier will better prepare students. 4) THEA 232 replaces THEA 332 because the content is better suited for lower-division students - getting the material earlier will better prepare students. 5) Raising the UD restricted elective hours compensates for the loss of 6 built-in UD credit hours eliminated by recreating THEA 331 and 332 as THEA 231 and 232. 6) Credit adjustments due to changes 1-5. 7) Removing DANC 280 was missed during the last program modification and is being corrected now.

**Change Item Description**

List all proposed changes to the program:

**Department Justification**

1) Remove THEA 331 Theatre History I from History options and SLO map.  
 2) Remove THEA 332 Theatre History II from History options and SLO map.  
 3) Add THEA 231 Theatre History I to History options.  
 4) Add THEA 232 Theatre History II to History options.  
 5) Change Restricted Elective hours from 3 to 9.  
 6) Updated program-specific credit total, general elective credit total, and range of needed upper-division credits.  
 7) Removed DANC 280 from program-specific requirements.  
 10-09-23 departmental Curriculum committee meeting discussed reasons/impact for changing numbering/level of course sequence, instigated by Dept Head. All agree to move forward.

Describe discussions about this proposal within the department and outcomes:

**: Accounting Practice**

**PCT**

**Program Addition - Approved**

**Gurka | Bickham**

**UCC Discussion:** The Accounting faculty presented the proposed Certificate of Accounting Practice to the Accounting Advisory Board on Nov. 2nd, 2023, and obtained their unanimous support. DWC is eagerly participating in a pilot of the program in Fall 2023 and is eager to expand the program in the future. Initial conversations with accounting employers in the Valley and Denver (CSD, Plante Moran, PBG, Eide Bailly) have been extremely positive. CMU has an increasing number of Accounting graduates that do not complete the 150 credit hours to be licensed as a CPA even though they completed the Public Accounting program and are working for CPA firms. This program will allow them to earn 12 credits toward the 150 needed.

**Change Item Description**

New program proposal

**Department Justification**

See UCC Discussion above.

**: Art History MNR Program Addition - Approved Gurka | Bickham**

**UCC Discussion:** While a formal survey has not been conducted, interest for an art history minor has been expressed to faculty and other members of the department. Many students love art history, but want to major in something else. This allows them to do both. Currently, the courses required have about 50% capacity, not including ARTE 118 and ARTE 119 which often fill up in the Fall, but are only at about 40% capacity Spring semesters. These two courses are also offered online. It would be good for the department to see a boost in enrollment in its art history course offerings. The minor provides an in-depth understanding about art broadly and also specifically, familiarizing students with various artworks and various cultures from various time periods. The minor provides this unique opportunity without a student having to commit to a major. It offers great combinations when students studying business, communications, psychology, or art that provide unique job opportunities, such as art therapist, grant writer, and more.

<b>Change Item Description</b>	<b>Department Justification</b>
New program proposal	See UCC Discussion above.

**: Spanish: Translation and Interpreting BA Program Addition - Approved Bickham | Gurka**

**UCC Discussion:** In informal conversations and meetings with students, several have shown interest in having a track that is focused on Translation and Interpreting. In the Fall of 2023, we offered a FLAS 396 topics course titled "Introduction to Translation and Interpreting" that provided an introduction to these two fields, and 14 students have completed the course. This course will be added as a permanent course offering as FLAS 334, which is included in this proposal. This track will be very similar to our general Hispanic Studies track but will add a more specific focus on the skills needed for those interested in becoming trained translators and interpreters. At the state level, to our knowledge this is the only such BA that focuses on both Translation and Interpreting. Metro State University does have a BA that focuses solely on interpreting. No other program on our campus or at the BA-level in the state provides education and training in translation and interpreting.

<b>Change Item Description</b>	<b>Department Justification</b>
New program proposal	See UCC Discussion above.

**Effective Term - Summer 2024 Courses**

The following is a summary: Additional information can be found on the individual curriculum proposals.

<b>Title</b>	<b>Credits</b>	<b>Committee Action</b>	<b>Motion   Second</b>
<b>ACCT 480: Accounting Externship</b>	<b>1-12</b>	<b>Course Addition - Approved</b>	<b>Gurka   Driskell</b>

**UCC Discussion:** This program is modeled after the National Association of State Boards of Accountancy's (NASBA'S) Experience, Learn, & Earn (ELE) program. Students have obtained their degree and are working as staff accountants at their firm while simultaneously finishing the credits needed to become a licensed CPE.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
New Proposal: No differences to report		

<b>NURS 492: Pharmacology for Nurses II</b>	<b>2</b>	<b>Course Modification - Approved</b>	<b>Driskell   Gurka</b>
<p><b>UCC Discussion:</b> 1) Co-requisites removed to simplify registration into all courses. Once in the program, students must take specified courses in a specified order, which ensure all co-requisites are met. 2) Reworded course description to better reflect current course content. 3) Added topical course outline, SLOs, overlapping content justification, student engagement and preparation minutes and typical semester offered since information did not transfer when CIM was implemented.</p>			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	
Corequisites:	NURS 482, NURS 487/NURS 487L, NURS 490/NURS 490L, and NURS 493/NURS 493L		
Course description for the catalog:	Application of concepts of clinical pharmacology including preparation for the NCLEX exam. Emphasis on major drug classifications, nursing considerations, and patient education. Exploration of ethical, legal, and economic factors. Foundation courses required. See program sheet for details.	Integration of established pharmacology concepts from foundational nursing courses into the nursing process in preparation for clinical practice and the NCLEX-RN exam for the nursing profession. Emphasis on nursing considerations, and patient education and application of critical concepts.	
<b>THEA 118: Play Production</b>	<b>1</b>	<b>Course Modification - Approved</b>	<b>Bickham   Gurka</b>
<p><b>UCC Discussion:</b> 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented. 2) Engagement minutes and Contact Hours adjusted to reflect Instructional Activity. 3) Justification for repeatability added.</p>			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	
Course description for the catalog:	A practical course in stagecraft concerned with the production of plays. The student works in all phases of production. Students will work three hours per week unless other arrangements are made with the instructor.	Practical course in stagecraft concerned with the production of plays in the spring semester. Students will work in all phases of production. Students will work three hours per week unless other arrangements are made with the instructor.	
<b>THEA 216: Music Theatre Workshop</b>	<b>1</b>	<b>Course Modification - Approved</b>	<b>Bickham   Gurka</b>
<p><b>UCC Discussion:</b> 1) Academic engagement minutes and student preparation minutes. typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented. 2) Removed an article from the beginning of the Course Description. 3) Contact Hours</p>			

corrected to reflect Type of Instructional Activity. 4) Permission of Instructor removed from Prerequisites to align with curriculum manual guidelines.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
Course description for the catalog:	A performance-based ensemble that combines musical theatre singing, acting, and dancing into a unified performance. Through focus on the works of specific composers and/or stylistic eras, students will produce and perform a musical revue for a public audience. Intended for Music Theatre majors, but students from other disciplines are invited to enroll.	Performance-based ensemble that combines musical theatre singing, acting, and dancing into a unified performance. Through focus on the works of specific composers and/or stylistic eras, students will produce and perform a musical revue for a public audience. Intended for Music Theatre majors, but students from other disciplines are invited to enroll. For second year students.
Prerequisites:	THEA 153, MUSL 137, or permission of instructor	THEA 153 or MUSL 137

**THEA 231: Theatre History I: 400 BCE to 1642 CE**      **3**

**Course Addition - Approved**

**Bickham | Gurka**

**UCC Discussion:** THEA 231 will replace THEA 331 with same content and SLOs for the following reasons:

1) Course content/SLOS would be appropriate to lower-division classification. THEA 331 will be inactivated next year. 2) Content is more properly placed earlier within suggested course sequencing to provide students with fundamental knowledge earlier within their studies. 3) Re-classification as a lower-division class will streamline transfers into the department. Theatre History is often offered in 2-year programs as a lower division course, creating a crediting and classification challenges to Junior transfers into the program who are then forced to re-take the same material for upper-division credit.

**Change Item Description**

**Old**

**New**

New Proposal: No differences to report

**THEA 232: Theatre History II: 1642 CE to Present**      **3**

**Course Addition - Approved**

**Bickham | Gurka**

**UCC Discussion:** THEA 232 (Theatre History II) will replace THEA 332 (Theatre History II) with same title, content, and SLOs for the following reasons:

1) Course content/SLOS are appropriate to lower-division classification. THEA 332 will be inactivated next year. 2) Content is more properly placed earlier within suggested course sequencing to provide students with fundamental knowledge earlier within their studies. 3) Re-classification as a lower-division class will streamline transfers into the department; Theatre History is often offered in 2-year programs as a lower division course, creating a crediting and classification challenges to Junior transfers into the program, who are then forced to re-take the same material for upper-division credit.

**Change Item Description**

**Old**

**New**

New Proposal: No differences to report