

**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**December 9, 2014**  
**1:40 p.m.**

**Present:** Rob Gordon (College representative) Seung Won Hyun, Friedrich Littman, Guodong Liu, Lisa Montplaisir (AA representative), Clay Routledge, Bernie Saini-Eidukat, Orven Swenson, and Andriy Voronov.

**Absent:** Ken Magel (Chair) and Adam Lewis

The following proposals were acted upon:

1. **MS Degrees Inactivation in Botany and Zoology.** The Department of Biological Sciences is in the process of consolidating degree offerings at the graduate levels. As part of that process, they ask for inactive status for the MS degrees in Botany and Zoology, which will allow current students in those programs to finish their current degrees. Ultimately, they will request termination of these programs and continue with a single MS level in “Biological Sciences”. Friedrich Littman motioned to approve. Lisa Montplaisir seconded the motion. All approved and the motion carried.
2. **Proposal for an Accelerated MS Program in Biology.** The Biological Sciences Department proposes the development of an Accelerated Master of Science Program for zoology, botany, and biology majors. These programs will provide opportunity for students to initiate their thesis research starting their junior year and simultaneously pursue their BS and MS in biology, botany or zoology. Friedrich Littman motioned to approve. Orven Swenson seconded the motion. All approved and the motion carried.
3. **Graduate Curriculum Revision Request – MS in Computer Science Plan C.** Bernie Saini-Eidukat moved this request be tabled until the January meeting when a representative from the Computer Science Department will be present. All approved and the motion carried.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary

**Curriculum Committee  
E-meeting  
April 2, 2015**

From: Professor Kenneth Magel - kenneth.magel@ndsu.edu <do-not-reply@ndsu.NoDak.edu>  
Sent: Tuesday, March 31, 2015 3:41 PM  
Subject: College of Science and Math Curriculum Committee: MEETING OF cURRICULUM cOMMITTEE Wednesday, April 1

There will not be a meeting of the College Curriculum Committee on April 1st. Instead, we will handle the single course pending through email. Starting Wednesday at 7 a.m. until Friday at noon, we will have comments, concerns, and questions on the course. Please use reply all to this email to send all Committee members any feedback you might have. Then starting Friday, April 3rd, at noon through Tuesday, April 7th at 5 p.m., please send your vote either in favor of the course (with suggested changes, if any, or to send the course back to the Department. Remember that Friday is a University holiday and Monday is a no class day. Thank you.

**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**February 4, 2015**  
**10:00 a.m.**

**Present:** Rob Gordon (College representative) Seung Won Hyun, Adam Lewis, Friedrich Littman, Guodong Liu, Ken Magel (Chair), Wendy Reed, Clay Routledge, Orven Swenson, and Andriy Voronov.

**Absent:** Lisa Montplaisir (AA representative)

The following proposals were acted upon:

1. **Graduate Curriculum Revision Request – Proposal for Master of Science in Computer Science Plan C.** This program is intended for students who have the goal of working in industry and want to strengthen their qualifications, without necessarily having the theoretical research ambitions of pursuing a Master thesis nor paper. Ken Magel moved to approve this request. Friedrich Littman seconded the motion. All approved and the motion carried.

Ken Magel reminded the committee members departments need to appoint an alternate committee member by August 20, 2015.

Ken Magel asked for volunteers to help write a portion of the Curriculum Committee working manual.

The meeting adjourned at 10:15 a.m.

Respectfully submitted,

Diane Goede  
Recording Secretary

College Curriculum Committee 18 Feb 2015

Present: Lisa Montplaisir, biol; Yarong Yang – stats; Adam Lewis – geo; Friedrich Littmann – math; Guodong Liu – chem; Kenneth Magel – csci; Clay Routledge - psych; Orven Swenson - phys; Andriy Voronov - cpm; Robert Gordon – Assoc. Dean

Course Inactivations: have not been offered recently and no longer part of curriculum requirements

CSCI 448/648 Digital Image Processing,  
CSCI 468/668 Database Systems Design,  
CSCI 475 Operating Systems Design, there is no 675 that has ever been offered  
CSCI 737 System Simulation,  
CSCI 802 Performance Evaluation,  
CSCI 808 Foundations of Programming,  
CSCI 822 Compiler Constructions,  
CSCI 834 Expert Systems,  
CSCI 373 Assembly Programming,  
CSCI 861 Integer Programming, and  
CSCI 275 Digital Systems

Ken moved, Friedrich seconded. Unanimous approval.

CSCI 488 - Human Computer Interaction - change in prerequisites/co-requisites

Per NDSU policy, need distinct learning objectives for the graduate portion of a 400/600 course.

Ken moved, Lisa seconded. Changes for learning outcomes would be submitted to Diane before moving up to the next level. Unanimous

Biol 865, Biological Rhythms – new course

Lisa moved, Ken seconded motion to accept and approve. Unanimous

No exams so why is there a makeup section. Need to evaluation breakdown of 90-80 70-60

What does grammar/typo deductions mean? Changes have been fixed and resubmitted to Diane.

Other: from University Academic Affairs.

There is still intent for a syllabus review to clean up course descriptions. While no formal request has yet been made, departments are encouraged to start that process now and submit changes as they occur.

There is intent for training on CourseLeaf this spring for Curriculum Committee members at all levels for launch in the fall. If departments have fall elections they may want to consider spring for training purposes only. No firm dates have been set.

Meeting adjourned 10:15

**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**November 18, 2014**  
**1:40 p.m.**

**Present:** Rob Gordon (College representative) Seung Won Hyun, Adam Lewis, Friedrich Littman, Guodong Liu, Ken Magel (Chair), Lisa Montplaisir (AA representative), Clay Routledge, Orven Swenson, and Andriy Voronov.

The following proposals were acted upon:

1. **PSYC 221 – Psychology at Work – course title change.** The Psychology Department recently changed the title of this course to better represent the material being presented in current versions of the course, however, from talking with students, it has become apparent the students did not understand the content involved in the course from that title. Clay Routledge moved to approve this course. Friedrich Littmann seconded the motion. All approved and the motion carried pending the above changes to the syllabus.
2. **STAT 451/651 – Bayesian Statistical Decision Theory – catalog change, bulletin description change, and prerequisite/corequisite change.** The course covers Bayesian approach for statistical inference, not only about Bayesian statistical decision theory. The level of the course material covered in this course is advanced enough for it to be listed as an 800-level course. Add updated version of Americans with Disabilities Act and Academic Honesty Statement to the syllabus. Clarify whether or not there is a final exam. Seung Won Hyun moved to approve this course. Orven Swenson seconded the motion. All approved and the motion carried pending the above changes to the syllabus.
3. **STAT 451 - Bayesian Statistical Decision Theory – course inactivation.** Seung Won Hyun moved to approve this course. Orven Swenson seconded the motion. All approved and the motion.

Discussion occurred regarding the Curriculum Committee member terms. For the implementation of the new policies, the Dean randomly selected one third of departments to serve one-year term, another third for a two-year term, and the final third for a three-year term from the current Curriculum Committee. Below is the outcome of the random selection. Departments will also need to select alternates who can stand in for the primary representative when necessary.

Fall 2015	Statistics Physics Computer Science	Fall 2016	Chemistry and Biochemistry Mathematics Geosciences
Fall 2017	Biological Sciences Psychology Coatings and Polymeric Materials		

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary

**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**October 14, 2014**  
**1:40 p.m.**

**Present:** Seung Won Hyun, Adam Lewis, Friedrich Littman, Ken Magel (Chair), Lisa Montplaisir (AA representative), Clay Routledge, Orven Swenson, and Pinjing Zhao (alternate for Chemistry and Biochemistry).

**Absent:** Guodong Liu, Andriy Voronov

The following proposals were acted upon:

1. **GEOG 105 – Fundamentals of Geographic Information Systems – new course.** Ken Magel suggested the “impact on resources” should include a statement that no further funds will be needed from the department or college for the instructor’s salary. Under “Technology Requirements” it was recommended to make clear whether there will be an additional fee for the ARcGIS software. Adam Lewis moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried.
2. **CHEM 429 – Inorganic Chemistry Laboratory - course change – prerequisite change.** Pinjing Zhao moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried.

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary

**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**October 28, 2014**  
**1:40 p.m.**

**Present:** Rob Gordon (College representative) Seung Won Hyun, Adam Lewis, Friedrich Littman, Guodong Liu, Ken Magel (Chair), Lisa Montplaisir (AA representative), Clay Routledge, Orven Swenson, and Andriy Voronov.

The following proposals were acted upon:

1. **GEOL 219 – Oceanography – new course.** This course is being offered to expand the undergraduate course offerings in the Geoscience Department and to utilize the unique strengths of a recent faculty hire. Adam Lewis moved to approve this course. Friedrich Littmann seconded the motion. All approved and the motion carried.
2. **MATH 102 – Intermediate Algebra – catalog number change.** The SBHE policy 403.9 requires that developmental courses be numbered less than 100. This change is necessary to be in compliance with this policy. Friedrich Littmann moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried.
3. **MATH 329 – Advanced Linear Algebra – new course.** This course fills an ongoing gap in linear algebra between the 100 and 400 levels. The gap makes it difficult to use linear algebra in 400 level math courses. Under “Impact on Resources”, make it clear that current faculty members will be teaching this course. Under “Rationale for New Course” explain why academically this new course is needed. The title of this course needs to be changed since a course already exists with this title. On the syllabus, clarify exam dates. Friedrich Littmann moved to approve this course. Orven Swenson seconded the motion. All approved and the motion carried pending the editorial changes to the syllabus and course proposal form.
4. **MATH 346 – An Introduction to Topology” – new course.** This course together with MATH 329 will serve as a smooth transition for students into higher mathematic courses. The title of this course needs to be changed since a course already exists with this title. Elaborate on “Impact of Resources” that recent hires or current instructors will teach this course. Add honesty statement to syllabus. Template for syllabus on AA website - <http://www.ndsu.edu/facultysenate/acadaffairs/>. Friedrich Littmann moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried pending the editorial changes to the syllabus and course proposal form.

The meeting adjourned at 2:10 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary

**Curriculum Committee  
Meeting Minutes  
September 9, 2014**

Present: all here. Clay comes late and Lisa (sometimes) will leave early. Ping Jing is a substitute for Chem/Bioc.

Future meeting dates: Sept 23; Oct 14; Oct 28; Nov 11; Dec 9; Jan 13; Feb 10; Feb 24; Mar 10; Mar 31; Apr 14; May 5 Start time will be at 1:40.

Talks about Dean's desires: a charge for us, rotating terms, rotating chairs who eventually becomes the Assoc Chair. He will be meeting with us on September 23rd.

**New Course Proposals**

Stats 859: Impact statement that addresses how you are going to do it; concerns with Geosciences in terms of overlap or not and potential conflicts with courses they offer; need some form of a letter of support; need approved statements on syllabus. Motion from stats and second from Math to address concerns before moving forward. If agreement met, it is Approved and can be advanced.

Psyc 457/657: A conversation with Management in terms of overlap (letter of support needed), have some impact on resources statement, cannot have 12 credits requisite. Course will be accepted and approved given those changes. Clay moved Lisa seconded.

Chemi 121: change rationale to fit which dropping for academic reasons; asking for a separate letter to address impact of added student enrollment (as would on new course form); add required statements and objectives including Gen Ed required components on the syllabus. Ken moved and Lisa seconded given those changes.

Csci 732: only dropping prereqs, that is the only change in bulletin description. Need support letter from Stats as well. Ken moved and Lisa seconded.

CSci: course inactivations can be made immediately once approved. Ken moved and Lisa seconded.

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**Present:** Rob Gordon (College representative) Seung Won Hyun, Adam Lewis, Friedrich Littman, Guodong Liu, Ken Magel (Chair), Lisa Montplaisir (AA representative), Clay Routledge, Orven Swenson, and Andriy Voronov.

The following proposals were acted upon:

1. **PSYC 221 – Psychology at Work – course title change.**
- 2.
- 3.
- 4.
5. **GEOL 219 – Oceanography – new course.** This course is being offered to expand the undergraduate course offerings in the Geoscience Department and to utilize the unique strengths of a recent faculty hire. Adam Lewis moved to approve this course. Friedrich Littmann seconded the motion. All approved and the motion carried.
6. **MATH 102 – Intermediate Algebra – catalog number change.** The SBHE policy 403.9 requires that developmental courses be numbered less than 100. This change is necessary to be in compliance with this policy. Friedrich Littmann moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried.
7. **MATH 329 – Advanced Linear Algebra – new course.** This course fills an ongoing gap in linear algebra between the 100 and 400 levels. The gap makes it difficult to use linear algebra in 400 level math courses. Under “Impact on Resources”, make it clear that current faculty members will be teaching this course. Under “Rationale for New Course” explain why academically this new course is needed. The title of this course needs to be changed since a course already exists with this title. On the syllabus, clarify exam dates. Friedrich Littmann moved to approve this course. Orven Swenson seconded the motion. All approved and the motion carried pending the editorial changes to the syllabus and course proposal form.
8. **MATH 346 – An Introduction to Topology” – new course.** This course together with MATH 329 will serve as a smooth transition for students into higher mathematic courses. The title of this course needs to be changed since a course already exists with this title. Elaborate on “Impact of Resources” that recent hires or current instructors will teach this course. Add honesty statement to syllabus. Template for syllabus on AA website - <http://www.ndsu.edu/facultysenate/acadaffairs/>. Friedrich Littmann moved to approve this course. Lisa Montplaisir seconded the motion. All approved and the motion carried pending the editorial changes to the syllabus and course proposal form.

The meeting adjourned at 2:10 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary



**CURRICULUM COMMITTEE MINUTES**  
**College of Science and Mathematics**  
**September 23, 2014**  
**1:40 p.m.**

**Present:** Seung Won Hyun, Adam Lewis, Friedrich Littman, Ken Magel (Chair), Lisa Montplaisir (AA representative), Clay Routledge, Orven Swenson, Andriy Voronov, and Dean Scott Wood.

**Absent:** Guodong Liu

Ken Magel called the meeting to order at 1:40 p.m. Dean Wood presented and explained the proposed guidelines for the Curriculum Committee. Dean Wood asked if there were any questions or if anyone had any feedback to give him. It was suggested that a supplemental form be added to answer the charge of the Curriculum Committee. It was also suggested to add a statement in the guidelines that the CC should review for potential conflicts with other colleges, such as overlapping courses.

The following proposals were acted upon:

1. **BIOL 825 – Biology of Aging – new course.** Ken Magel asked whether this overlapped with HD&E. Lisa Montplaisir stated there isn't an overlap with HD&E. Lisa Montplaisir moved to approve this course. Friedrich Littman seconded the motion. All approved and the motion carried.
2. **CSCI 848 – Empirical Methods in Software Engineering – new course.** Ken Magel moved to approve. Orv Swenson seconded the motion. Lisa Montplaisir stated that updates to the syllabus should occur before sending to Academic Affairs. All approved and the motion carried pending the updates to the syllabus. Minimum required information for syllabus - <http://www.ndsu.edu/facultysenate/acadaffairs/#c20238>.
3. **ZOO 465/665 – Hormones and Behavior – new course.** Lisa Montplaisir moved to approve. Ken Magel seconded the motion. All approved and the motion carried.
4. **BIOL 151 – General Biology II – course change - prerequisites. BIOL 151L – General Biology II Laboratory – course change- prerequisites. BIOL 221 – Human Anatomy and Physiology II – course change- prerequisites. BIOL 199 – course change – prerequisites and catalog.** Lisa Montplaisir moved to approve all courses. Friedrich Littmann seconded the motion. All approved and the motion carried.
5. **BIOL/BIOC/PHYS 303 - STEM 303 – The Science of Learning – course change - prefix.** Lisa Montplaisir moved to approve. Friedrich Littmann seconded the motion. All approved and the motion carried.

6. **CHEM 429 – Inorganic Chemistry Laboratory – course change – prerequisite change.** Defer discussion to next meeting when a representative from the Chemistry and Biochemistry Department is present.
7. **CSCI 445 – Software Projects Capstone – course change - prerequisites.** Lisa Montplaisir moved to approve. Orv Swenson seconded the motion. All approved and the motion carried.
8. **BIOL 659 – Evolution – course inactivation.** Lisa Montplaisir moved to approve. Orv Swenson seconded the motion. All approved and the motion carried.

The meeting adjourned at 2:15 p.m.

Respectfully submitted,

Diane Goede  
Recording Secretary