Present: John Buncher, Martin Coleman (alternate), Josef Dorfmeister, Seung Won Hyun, Svetlana Kilina, Ben Laabs, Ken Magel, Lisa Montplaisir, and Mohiuddin Quadir (alternate)

1. BOT-MS: MS Botany and ZOO-MS: MS Zoology. These programs have been deactivated. This request is to remove from the bulletin. Lisa Montplaisir moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

Announcements:

At the end of the academic year, CourseLeaf will purge any course proposals/program changes at the College or lower level from the system. According to Registration and Records, course proposals/program changes that make it to the Grad School or Faculty Senate will not be purged.

The University Curriculum Committee asked for feedback on implementing a cap on the number of times a student may repeat a course and if so how many times to allow the student to repeat a course.

When this policy is established, there will be a process for students to appeal. The UCC also asked for input on who should be in charge of the appeal process: department, advisor, or College.

Discussion occurred which lead to questions from the CCC (below). The feedback will be forwarded to the College UCC representative.

1. Part of this revolves around the late date to Withdraw that we have issue with for impacting this decision. Is there any conversation happening about adjusting that as well?

2. Is there a way to let students who have NOT received a DFW in the past for that course be allowed to register before those who are repeating a course? The Committee finds that to be a big impediment in our college as the students doing repeats are taking the place of students who are moving through the program.

3. Or, can we reserve spots for new students as some summer sections to make sure incoming students get the spots?

The UCC asked for feedback on moving from 39 to 36 general education credits by reducing the communication category form 12 to 9 credits, (by removing the upper
Curriculum Committee  
Meeting Minutes  
October 25, 2017

Present: John Buncher, Josef Dorfmeister, Seung Won Hyun, Leah Irish, Svetlana Kilina, Ken Magel, Lisa Montplaisir, Mohiuddin Quadir (alternate) and Bernie Saini-Ediukat (alternate)

1. **GEOL 312: Geomorphology and Geoscience Writing – new course.** The course has two functions. One to teach upper level writing in a disciplinary context and to provide needed structure and transitional course work for sophomore/junior students. Questioned why pre reqs and co reqs option not available on course proposal form in CourseLeaf. Rhonda Kitch stated this is not available at this stage. The Gen Ed Committee will insert this information. The English Department provided two letters of support. Josef Dorfmeister moved to approve. Mohi Quadir seconded the motion. All approved and the motion carried.

2. **STAT 774 – Generalized Linear Models – title change.** The title change has been requested to represent the main topics covered in the course. Josef Dorfmeister moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

Announcements:

The UCC asked for more feedback on moving from 39 to 36 general education credits by reducing the communication category form 12 to 9 credits, (by removing the upper division writing requirement), removing the wellness credits and a reduction of the science and technology credits from 10 to 9. The Committee does not have an objection to removing the wellness credits. The Committee stands by the opposition not to drop the lab. The Committee would support going to 37 credits.

The UCC asked for more feedback on how many times a student should be allowed to repeat a course. The Committees’ consensus is that when a student wishes to repeat a class a third time (fourth total time registering for the course) they would need Department Chair approval where the course is housed. The limit is contingent upon the understanding the student who withdraws late in the course counts as a one of the attempts. The “W” appearing on the transcript counts as an attempt of the course.

The meeting adjourned at 2:00 p.m.

Submitted by,

Diane Goede  
College of Science and Mathematics
Present: John Buncher, Josef Dorfmeister, Seung Won Hyun, Leah Irish, Svetlana Kilina, Ben Laabs, Ken Magel, Lisa Montplaisir (Chair), and Andriy Voronov,

1. **BIOC 721: Genomics Techniques – proposal to change course status.** This course has been taught by the Biochemistry Department since 2008. Seeking to inactivate course. Course will only be listed as PLSC 721; it will no longer be cross-listed. Josef Dorfmeister moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

2. **CSCI-DEG: Master of Computer Science – new program.** This program provides an option for graduate students who do not wish to complete a thesis or project. This will allow the Computer Science Department to retain students who complete their coursework but might otherwise not complete their thesis or project and not complete the M.S. degree. It also facilitates degree completion for students from industry who already have significant project and hands-on experience and only need and seek the formal/theoretical coursework component. Josef Dorfmeister moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

Lisa Montplaisir asked committee members to speak to the departments on moving forward curricular changes that are in CourseLeaf.

The meeting adjourned at 1:30 p.m.

Submitted by,

Diane Goede
College of Science and Mathematics
division writing requirement), removing the wellness credits and a reduction of the science and technology credits from 10 to 9.

The College Curriculum Committee does not have an objection to the removing the wellness credits. There was a firm NO on the science and tech and sort-of upper division writing. However, the committee would like to see the upper-division writing offered in the content areas as an option.

Lisa Montplaisir was selected as the committee chair.

The next meeting will be held on October 25th at 1 p.m. in Minard 206.

The meeting adjourned at 2:00 p.m.

Submitted by,

Diane Goede
College of Science and Mathematics
Curriculum Committee  
Meeting Minutes  
January 26, 2018  

Present: John Buncher, Josef Dorfmeister, Leah Irish, Svetlana Kilina, Ben Laabs, Ken Magel, Lisa Montplaisir (chair), Mohi Quadir (alternate for CPM), and Gang Shen  

Absent: Andriy Voronov  

1. **CSCI 125: Beginning COBOL - inactivate.** This course is no longer required. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.  

2. **CSCI 126: Beginning FORTRAN – inactivate.** This course is no longer required. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.  

3. **CSCI 454: Operations Research – inactivate.** This course is no longer required. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.  

4. **CSCI – 834: Knowledge Based Systems – title change.** The change is being requested to reflect a change in terminology used in the field. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.  

5. **CSCI 403/603: Defensive Network Security – new course proposal.** This course is needed to support a growing department focus in cybersecurity as well as to support an ongoing application to be recognized as a national NSA/DHS Center for Academic Excellence in this area. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried with minor editorial changes. The graduate student expectations need to be clarified along with adding the exam dates.  

6. **CSCI 404/604: Ethical Hacking – new course proposal.** This course provides students with the skills needed to secure computer systems, a key societal need. The Computer Science Department has previously taught this course as special topic. The Department plans to offer it recurrently and assign a permanent number. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried with minor editorial changes. The graduate student expectations need to be clarified along with adding the exam dates.
Curriculum Committee  
Meeting Minutes  
February 2, 2018

Present: John Buncher, Josef Dorfmeister, Leah Irish, Dmitri Kilin (alternate for Chemistry and Biochemistry) Ken Magel, Lisa Montplaisir (chair), Gang Shen, Andriy Voronov

Absent: Ben Laabs and Svetlana Kilina

1. CSCI-MS:  MS-Computer Science, CSCI-MS: MS-Software Engineering, CSCI-PhD: PhD-Computer Science and CSCI-PhD: PhD-Software Engineering – program changes: The department is requesting to add a cybersecurity option to all listed programs. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

2. MATH 451/651: Real Analysis II – inactivate course: This course has been replaced by another course in the curriculum. Josef Dorfmeister moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

3. MATH 429/629: Topics in Linear Algebra – title change, bulletin description change, and prerequisite change: These requested changes reflect the variety of topics addressed in the course. Josef Dorfmeister moved to approve. Ken Magel seconded the motion. All approved and the motion carried.

Announcements:

Lisa Montplaisir stated that any curricular changes that need to be on the books for fall 2018 must be submitted to the College Curriculum Committee by the end of February 2018 in order to make it through the committee approval process.

Respectfully submitted,

Diane Goede  
College of Science and Mathematics
Curriculum Committee
Meeting Minutes
March 9, 2018

Present: John Buncher, Martin Coleman (alternate for Psychology) Josef Dorfmeister, Svetlana Kilina, Ben Laabs, Lisa Montplaisir (chair), Gang Shen, Sangita Sinha (UCC representative) Andriy Voronov, and Gursimran Walia (alternate for Computer Science)

Absent: Leah Irish and Ken Magel

1. GEOG 465/665: Remote Sensing of the Environment – new course (crosslisted with GEOL): This course will focus on developing practical skills for using various types of accessible remote sensing technologies as applied to environmental sciences. The class will cover topic relevant to both geology and geography students and use technology relevant to both programs. Geology relevant topics will include use of technology for measuring change through time and using data to investigate both small and large scale landscape changes. Geography relevant topics will include spatial reasoning and the use of technology to investigate both the natural and built environments. Ben Laabs moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

2. CSCI 141: Introduction to Computer Security – new course: This course provides an introduction to the basic principles of information security. It is critical for all computer science majors and many non-majors to be exposed to this subject matter. No new resources are requested or required for this course. The department plans to shift students from taking CSCI 114 to taking CSCI 130 and will move the corresponding teaching resources as students are shifted. Rollback: Clarification as there are 2 different course numbers being used; there is explanation of it being online and as face to face so a bit confusing in the syllabus; is the 114 course going to continue to be offered; since 114 is Gen Ed will this be Gen Ed as well; how will departments know if 114 is being removed?

3. CSCI 414/614: Principles of Cybersecurity – new course: This course is part of the Computer Science Department efforts to increase cybersecurity offerings. Cybersecurity is a key area of national need and a significant growth area in computer science. Rollback: Grading scale is missing; explanation needed for the group project; objectives missing to distinguish grad from undergrad; need grading policy for the group project.

5. **CSCI-BSBA: BS Software Engineering – new program:** Rollback: Rollback per department request.

**Announcement:**

The University Curriculum Committee presentative for the College, Sangita Sinha, stated syllabi must be updated using the most current syllabus template. This applies to any changes being made in the course even a longstanding course.

Link to syllabus template:

[https://www.ndsu.edu/facultysenate/acadaffairs/syllabi/](https://www.ndsu.edu/facultysenate/acadaffairs/syllabi/)

Respectfully submitted,

Diane Goede
Present:  John Buncher, Josef Dorfmeister, Leah Irish, Svetlana Kilina, Ben Laabs, Lisa Montplaisir (chair), Gang Shen, and Andriy Voronov

Absent:  Ken Magel

1. **PHYS-BSBA : BS/BA-Physics Optical Sci & Eng Opt – Program Changes:** Minor edits were needed to the program. John Buncher moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

2. **PHYS-BSBA : BS/BA-Physics Standard – Program Changes:** Minor edits were needed to the program. John Buncher moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

3. **ME 436/636: Biopolymers and Biocomposites – proposal to change course status:** The course is intended to give undergraduate students an overall understanding of biobased material, bioproducts, new applications, and impact of these products on the environment. This course is intended to create a detailed understanding of the importance of biobased materials in the sustainable bioeconomy. Upon completion of this course the students will be able to: (a) Understand basic building blocks of biobased materials, their structure, properties and characterization methods. (b) Get insight into the synthesis and production of biomaterials. (c) Understand fundamentals of cellulosic materials and biopolymer resins. (d) Design biocomposites from natural fibers and biopolymeric materials (e) Evaluate the impact of biopolymers, and biobased materials on society and the environment. Andriy Voronov moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

4. **CSCI-CERT: Graduate Certificate in Computer Science Education – new program proposal:** This certificate is primarily aimed at high school teachers in need of credentials to teach "dual credit" courses in their schools. The Computer Science Department plans to attract AP Computer Science instructors. The Provost at NDSU passed along a message that such certificates were being requested by North Dakota educators. Lisa Montplaisir moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

5. **CSCI-MSE: MSE Software Engineering – program changes:** Minor edits were needed to the program. Lisa Montplaisir moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

Respectfully submitted,

Diane Goede
Curriculum Committee  
Meeting Minutes  
April 13, 2018

Present: John Buncher, Josef Dorfmeister, Leah Irish, Ben Laabs, Lisa Montplaisir (chair), Gang Shen, Sangita Sinha (UCC representative) and Andriy Voronov

Absent: Svetlana Kilina and Ken Magel

1. CHEM-Ph.D.: Ph.D. Chemistry – program change request. The representative from the Chemistry and Biochemistry Department was not present at the meeting. This program change request was tabled until the next meeting. The College policy states no action will be taken on any curricular changes unless that department’s representative or alternate is present.

Announcements:

CourseLeaf is currently unavailable to upgrade the system. Any special curricular requests can be sent to Rhonda Kitch.

Respectfully submitted,

Diane Goede  
Recording Secretary
1. **CHEM-PhD: Ph.D.-Chemistry – program changes.** Lisa Montplaisir requested Rhonda Kitch make the following changes. The required course list and the didactic paragraph are confusing. Add the 4 chemistry courses to the list (725, 732, 741, 759) and remove the first sentence of the paragraph in the didactic credits section that would leave the same meaning, clean up the typo on numbers, and provide clarity. In the "following departmental courses" section, please remove the 725, 732, 741, and 759 as they can't be repeated for credit. A tentative. It was also suggested to make clear the rotation schedule for students starting spring semester instead of fall semester. Svetlana Kilina made a tentative motion to approve pending the requested changes. Joseph Dorfmeister seconded the motion. All approved and the motion carried.

2. **CSCI-Certificate: CERT Software Engineering – new program.** Gursimran Walia made a motion to approve. John Buncher seconded the motion. All approved and the motion carried.

3. **BSBA: Computer Science and Physics – program request change.** John Buncher moved to approve minor change – adding an extra credit for computer science majors. Gursimran Walia seconded the motion. All approved and the motion carried.

John Buncher asked for a correction to the minutes BSBA: Computer Science & Physics - The change is to update the physics capstone from one 3-credit course to a 1-credit course and a 2-credit course. This only affects students taking the physics capstone (students may choose instead to take the computer science capstone, in which case they aren't affected by the change). No credit totals are changed for any students.

4. **BIOCHEM 460 – remove prerequisite.** The Biochemistry faculty would like to remove the CHEM 342 prerequisite. CHEM 342 is useful, but not essential for success in BIOC 460, which Biochemistry majors typically take in the Fall semester of their junior year. Currently, if Biochemistry majors are even slightly off-track with the recommended schedule of Chemistry courses in their first two years, the CHEM 342 prerequisite prevents students from enrolling in BIOC 460. Since the department requires BIOC 460 as a prerequisite for all other