

**Curriculum Committee
Meeting Minutes
February 2, 2017**

Present: John Buncher, Josef Dorfmeister, Seung Won Hyun, Ken Magel, Lisa Montplaisir, Clay Routledge, Bernie Saini-Eidukat and Andriy Voronov

Absent: Robert Gordon, Svetlana Kilina and Ben Laabs

1. **CSCI 485/685 – Autonomous Command and Artificial Intelligence for Robots and Other Cyber-Physical Systems – new course:** Despite the growing prevalence of cyber-physical systems and robots in society, a course that teaches students how to develop software to command them is not offered at NDSU. Rolled back to Jeremy Straub for minor changes. Merge the 485 and 685 into one syllabus, add ADA link, and add a clear graduate student objective. Ken Magel moved to approve the new course after the minor changes. Josef Dorfmeister seconded the motion. All approved and the motion carried.

2. **GEOL 201 – The Geology of Climate Change and Energy – new course:** This course will be open to all NDSU students and is anticipated to attract students outside of the geoscience degree programs. It does not change objectives in the geosciences program, but enhances learning of the dynamics of earth surface processes, and geological record of earth history, the development of models to understand and explain geologic phenomena, and the development of earth resources used for energy production. Bernie Saini-Eidukat moved to approve the new course. John Buncher seconded the motion. All approved and the motion carried.

3. **PSYC – Judgment and Decision Making – name change:** The new course title more accurately describes the course. Clay Routledge moved to approve the title change after the link for the ADA is added. Ken Magel seconded the motion. All approved and the motion carried.

Any curricular changes that are needed by 2017 fall semester must be submitted through Course Leaf by February 15, 2017.

Submitted by,

Diane Goede

**Curriculum Committee
Meeting Minutes
February 14, 2017**

Present: Josef Dorfmeister, Robert Gordon, Seung Won Hyun, Svetlana Kilina, Andrei Kryjevski, Ben Laabs, Ken Magel, Lisa Montplaisir, Clay Routledge, Sangita Sinha (UCC Representative) and Andriy Voronov

Absent: John Buncher

1. **CSCI 413: Principle of Software Engineering – prerequisite change:** CSCI 213 currently introduces many of the topics covered in this course and it is felt that making this a prerequisite the course can be taught in such a manner that assumes a basic understanding of the core topics. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried. This was rolled back to the department to include a weekly schedule.

2. **CSCI 428/628 – Environmental Informatics – name change:** The shorter title is more accurately reflecting the course. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried. This was rolled back to the department to include university statements and to explain the workshop assignment between graduates and undergraduates.

3. **CSCI 459/659 – Foundations of Computer Networks – add prerequisite:** This course did not have a prerequisite and freshman students could enroll in this course. Ken Magel moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

Discussion occurred on whether or not the committee should continue to review syllabi. The University Curriculum Committee will only be reviewing syllabi for new courses. It was decided the College Curriculum Committee would continue to review syllabi for all courses.

Submitted by,

Diane Goede

**Curriculum Committee
Meeting Minutes
March 21, 2017**

Present: Mark Clark, Josef Dorfmeister, Robert Gordon, Seung Won Hyun, Svetlana Kilina, Ben Laabs, Ken Magel, Clay Routledge, Sangita Sinha (UCC Representative)

Absent: Lisa Montplaisir, Andrei Voronov

1. **CHEM 732: Advanced Analytical Chemistry – name change and bulletin description change:** The new CHEM 732 will be aimed at introducing analytical methods to all graduate students in the Chemistry and Biochemistry Department. Change “Repeatable for Credit” to no and add appropriate disability and student honesty statements to syllabus. Svetlana Kilina moved to approve with the minor changes to the syllabi and in CourseLeaf. Ken Magel seconded the motion. All approved and the motion carried.
2. **CHEM 759: Intermediate Physical Chemistry – credit change:** As a response to new university rules regarding minimum enrollments, the Department of Chemistry and Biochemistry is revising curricular requirements for graduate programs in the Chemistry and Biochemistry Department. Add to the syllabus how many hours per week the class will be meeting. The grading scale needs to be made clearer for students to understand. Svetlana Kilina moved to approve with the minor changes to the syllabus. Ken Magel seconded the motion. All approved and the motion carried.
3. **STAT 762: Messy Data Analysis – proposal to change course status, inactivate course:** The Statistics Department would like to eliminate this course because it has not been taught for four years and there isn't a faculty member willing to teach this course. Seung Won Hyun motioned to approve. Ken Magel seconded the motion. All approved and the motion carried.
4. **STAT 852: Longitudinal Data Analysis – new course:** The Statistics Department is focusing on the fields of biostatistics and sports statistics for graduate programs. This course fits within the department objective and adds strength to the Biostatistics program for graduate students. It was suggested a statement should be added to the “impact of resources” stating this course fits with existing faculty expertise and will be part of their regular teaching load. Seung Won Hyun motioned to approve with minor changes to the proposal. This was rolled back to department for changes. Ken Magel seconded the motion. All approved and the motion carried.
5. **BOT – BSBA: BS/BA Botany and ZOO-BSBA: BS/BA-Zoology Programs – program change request:** These programs have been deactivated last year. This request is to remove from the bulletin. Mark Clark moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

6. BIOL – BSBA: BS/BA Biological Sciences Standard Option – add course:

An additional course has been added as an option for the research courses. Mark Clark moved to approve. Josef Dorfmeister seconded the motion. All approved and the motion carried.

Announcements:

UNIV 189 – Skills for Academic Success will no longer be required by all programs. Departments can create a version of this class and use their own prefix or eliminate it from the program.

The total number of credits for undergraduate degrees from 122 to 120. This is more in line with NDUS policy.

Submitted by,

Diane Goede

**Curriculum Committee
Meeting Minutes
April 6, 2017**

Present: John Buncher, Josef Dorfmeister, Robert Gordon, Seung Won Hyun, Svetlana Kilina, Ken Magel, Lisa Montplaisir, Bernie Saini-Eidukat, Andriy Voronov,

Absent: Ben Laabs, Clay Routledge, Sangita Sinha (UCC Representative)

1. **CHEM 725: Advanced Survey of Inorganic Chemistry – name change, credit change, bulletin description change, and course prerequisites.** In order to address impending enforcement of minimum enrollments in graduate courses, CHEM 725 is being revised to better provide core competency to graduate students in all emphasis areas of the Chemistry and Biochemistry Department graduate program. Svetlana Kilina motioned to approve these changes. Ken Magel seconded the motion. All approved and the motion carried.
2. **CSCI BS Computer Science Program Change.** The proposed changes add omitted courses which are being manually approved on a case-by-case basis to the Computer Science electives list and adds instructions for students to have their capabilities in cyber-security documented. The NSA/DHS Center of Academic Excellence program requires the department to operate before being nationally recognized. The informal department recognition of achievement that will be given out in the interim will be replaced by a NSA/DHS certificate when the department is approved as a CAE.
3. **CSCI 160: Computer Science I – change in prerequisite.** This change was made based on a decision by the department curriculum committee in response to data from institutional research which showed students who had not completed MATH 103 prior to taking the course to have substantially worse performance than students who had completed or were taking at last MATH 105. Ken Magel motioned to approve this change. Josef Dorfmeister seconded the motion. All approved and the motion carried.
4. **CSCI 429: Network Applications and Environments – new course.** This course has been offered as a “special topics” course for several years and should become permanent. Ken Magel motioned to approve this change. Josef Dorfmeister seconded the motion. All approved and the motion carried.
5. **CSCI 467: Algorithm Analysis.** Ken Magel requested this course proposal be rolled back to the Computer Science Department.
6. **CSCI 485/685: Autonomous Command and Artificial Intelligence for Robots and other Cyber-Physical Systems – new course.** Ken Magel motioned to approve this change. Josef Dorfmeister seconded the motion. All approved and the motion carried.

Announcements:

University bulletin changes must be made before April 18, 2017, to be included in the new version of the bulletin.

Respectfully Submitted,

Diane Goede

**Curriculum Committee
E-Meeting
April 18, 2017**

From: Goede, Diane
Sent: Tuesday, April 18, 2017 8:27 AM
To: Buncher, John; Dorfmeister, Josef; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Magel, Kenneth; Montplaisir, Lisa; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Curriculum Committee meeting

There is only one proposal for consideration at today's meeting. Given that it is a change to the curriculum that is minor in a clarification I propose we take an electronic discussion and vote. If someone could make a motion (and a vote) and then next person to respond as second, we could do it by the end of the day tomorrow.

If there are more curriculum changes coming we can handle those as necessary.

Thanks for your work all,

Lisa

Lisa Montplaisir, Ph.D.
Associate Professor and Assistant Head
Department of Biological Sciences
NORTH DAKOTA STATE UNIVERSITY
p: 701.231.6155 / f: 701.231.7149 / www.ndsu.edu

From: Dorfmeister, Josef
Sent: Tuesday, April 18, 2017 8:33 AM
To: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Magel, Kenneth; Montplaisir, Lisa; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

Hi

I'll make the motion.

Seppi

From: Voronov, Andriy
Sent: Tuesday, April 18, 2017 9:03 AM
To: Dorfmeister, Josef; Goede, Diane; Buncher, John; Hyun, Seung Won;

Kilina, Svetlana; Laabs, Benjamin; Magel, Kenneth; Montplaisir, Lisa;
Routledge, Clay; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

I second it. Andriy

From: Magel, Kenneth
Sent: Tuesday, April 18, 2017 9:19 AM
To: Dorfmeister, Josef
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana;
Laabs, Benjamin; Montplaisir, Lisa; Routledge, Clay; Voronov, Andriy;
Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

I'll move approval or second the motion. I vote to approve.

From: Laabs, Benjamin
Sent: Tuesday, April 18, 2017 9:34 AM
To: Magel, Kenneth; Dorfmeister, Josef
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana;
Montplaisir, Lisa; Routledge, Clay; Voronov, Andriy; Sinha, Sangita;
Gordon, Robert
Subject: Re: Curriculum Committee meeting

I vote to approve.

From: Laabs, Benjamin
Sent: Tuesday, April 18, 2017 9:34 AM
To: Magel, Kenneth; Dorfmeister, Josef
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana;
Montplaisir, Lisa; Routledge, Clay; Voronov, Andriy; Sinha, Sangita;
Gordon, Robert
Subject: Re: Curriculum Committee meeting

I vote to approve.

From: Hyun, Seung Won
Sent: Tuesday, April 18, 2017 10:44 AM
To: Dorfmeister, Josef; Laabs, Benjamin; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Kilina, Svetlana; Montplaisir, Lisa;
Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: RE: Curriculum Committee meeting

I vote to approve.

Best,

Won.

From: Montplaisir, Lisa

Sent: Tuesday, April 18, 2017 11:09 AM

To: Hyun, Seung Won; Dorfmeister, Josef; Laabs, Benjamin; Magel, Kenneth

Cc: Goede, Diane; Buncher, John; Kilina, Svetlana; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert

Subject: Re: Curriculum Committee meeting

Thank you all! I am advancing the Psych changes as we have met the needed votes.

Lisa

**Curriculum Committee
Meeting Minutes
October 24, 2016**

Present: John Buncher, Josef Dorfmeister, Seung Won Hyun, Svetlana Kilina, Ben Laabs, Ken Magel, Lisa Montplaisir, Clay Routledge, and Andriy Voronov

Absent: Rob Gordon

1. Master's Program in Applied Statistics and Ph.D. Program in Statistics –

Curriculum Change: Seung Won Hyun moved to approve the curriculum changes. Ken Magel seconded the motion. All approved and the motion carried.

2. ECE-BSEE: Electrical Engineering and Physics - Program Change: This program will be housed in the College of Engineering. Offering this program opens up options for engineering majors interested in physics. John Buncher made the motion to approve that the College of Science and Mathematics does not have any objections with the Physics Department providing this service to ECE. Ken Magel seconded the motion. All approved and the motion carried.

3. PHYS 417/617 Optical Signal Transmission – Course Change: Cross listed with ECE 417/617. The cross listing will provide students pursuing the proposed BS degree in Electrical Engineering with a tract in physics. This was rolled back to the Physics Department to add a graduate level objective and delineate the grading on the syllabus.

The meeting adjourned at 1:35 p.m.

Submitted by,

Diane Goede
College of Science and Mathematics

**Curriculum Committee
Meeting Minutes
December 5, 2016**

Present: John Buncher, Josef Dorfmeister, Rob Gordon, Seung Won Hyun, Svetlana Kilina, Ben Laabs, Ken Magel, Lisa Montplaisir, Clay Routledge and Andriy Voronov

1. **CSCI 336 – Theoretical Computer Science – curricular changes:** CSCI 335 no longer exists. New pre-requisite CSCI 222: Discrete Math. Ken Magel moved to approve the changes. Josef Dorfmeister seconded the motion. All approved and the motion carried.
2. **CSCI 429 – Network Applications and Environments – new course:** This course has been offered as a “special topics” course for several years and should become permanent. This course is being rolled back per Ken Magel’s request to work out some of the confusing aspects about numbering, schedule, etc.
3. **CSCI 701 – Pedagogical Foundations of Computer Science Education – new course:** The Department of Computer Science is planning a graduate certificate program in Computer Science Education to prepare high school teachers to offer “dual credit” courses. This course will be the first in sequence necessary to achieve the certificate. Ken Magel moved to approve the changes. Josef Dorfmeister seconded the motion. All approved and the motion carried.
4. **CSCI-BS: BS-Computer Science – Program Change:** The Department of Computer Science will be removing restrictions of categories; instead allowing students a greater choice of electives influenced by their interests. Ken Magel moved to approve the changes. Josef Dorfmeister seconded the motion. All approved and the motion carried.
5. **PHYS 413/613- Lasers for Scientists and Engineers and PHYS 415/615 – Elements of Photonics – curricular changes:** Cross listing with ECE. Lisa Montplaisir will contact Charlene Wolf Hall to inquire about cross listing policy before this is approved. It was moved to vote to support this request if it follows policy. Ken Magel moved to approve the changes. Josef Dorfmeister seconded the motion. All approved and the motion carried.
6. **BIOL 272 – Research Experience: Learning in Biology – new course:** The new curriculum in the Biological Sciences Department requires all majors to complete a minimum of one “research experience” course. This course will fulfill this requirement. Lisa Montplaisir moved to approve the changes. Ken Magel seconded the motion. All approved and the motion carried.

7. **PHYS 488 – Senior Project I – new course:** This course is a result of splitting the original 3-credit course PHYS 489 Capstone Project into two individual courses. This will give students sufficient time to identify an advisor and complete a literature review and background research needed to plan and propose a suitable project for completion during the following semester. This has been rolled back to the Physics Department to upload support letters. Once this is completed an e-mail vote will be done in order to move this course onto the next level.

Submitted by,

Diane Goede

**Curriculum Committee
E-meeting
4/24/17**

From: Montplaisir, Lisa
Sent: Monday, April 24, 2017 1:44 PM
To: Goede, Diane; Buncher, John; Dorfmeister, Josef; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Magel, Kenneth; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

Hi all,

We need to have an email vote on some of the curriculum changes that have come up. This was supposed to go out this morning and it was stuck in my drafts!

The Certificate for Computer Science is being asked to be fast tracked. There are other dept's with minor edits as well.

Please review and vote by end of business tomorrow.

Lisa

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Associate Professor and Assistant Head
Department of Biological Sciences
NORTH DAKOTA STATE UNIVERSITY
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From: Magel, Kenneth
Sent: Monday, April 24, 2017 2:13 PM
To: Montplaisir, Lisa
Cc: Goede, Diane; Buncher, John; Dorfmeister, Josef; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

I vote in favor.

From: Dorfmeister, Josef
Sent: Monday, April 24, 2017 2:25 PM
To: Magel, Kenneth; Montplaisir, Lisa
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert

Subject: Re: Curriculum Committee meeting

Aye

From: Montplaisir, Lisa
Sent: Wednesday, April 26, 2017 8:38 AM
To: Dorfmeister, Josef; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

Hi all,

A reminder to provide input please; I've only heard from 3 people.

From: Magel, Kenneth
Sent: Wednesday, April 26, 2017 9:15 AM
To: Montplaisir, Lisa
Cc: Dorfmeister, Josef; Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Routledge, Clay; Voronov, Andriy; Sinha, Sangita; Gordon, Robert; Nygard, Kendall
Subject: Re: Curriculum Committee meeting

I am sorry to put the Committee in this position, but we really need a vote on the Cybersecurity certificate. UND and Minot State each have their stage 2 proposals on the System Academic Council agenda for their May 3rd meeting (last step before the State Board). If we lag too much, UND will find it much easier to take over the last leg of the NDUS Nexis-ND initiative they do not yet control.

From: Routledge, Clay
Sent: Wednesday, April 26, 2017 9:23 AM
To: Montplaisir, Lisa; Dorfmeister, Josef; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Voronov, Andriy; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

I vote in favor as well.

From: Voronov, Andriy
Sent: Wednesday, April 26, 2017 9:25 AM
To: Routledge, Clay; Montplaisir, Lisa; Dorfmeister, Josef; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Hyun, Seung Won; Kilina, Svetlana; Laabs, Benjamin; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

I vote in favor as well.

From: Hyun, Seung Won
Sent: Wednesday, April 26, 2017 9:39 AM
To: Voronov, Andriy; Routledge, Clay; Montplaisir, Lisa; Dorfmeister, Josef; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Kilina, Svetlana; Laabs, Benjamin; Sinha, Sangita; Gordon, Robert
Subject: RE: Curriculum Committee meeting

I vote in favor.

From: Montplaisir, Lisa
Sent: Wednesday, April 26, 2017 1:23 PM
To: Hyun, Seung Won; Voronov, Andriy; Routledge, Clay; Dorfmeister, Josef; Magel, Kenneth
Cc: Goede, Diane; Buncher, John; Kilina, Svetlana; Laabs, Benjamin; Sinha, Sangita; Gordon, Robert
Subject: Re: Curriculum Committee meeting

Hi all,

I have advanced the 2 certificate programs to the next level our of Computer Science. I also advanced the two minors as they seemed connected as I read them.

I also advanced the Physics requested changes as we had approved the curricular changes earlier in the year and this is just housekeeping for that.

I did not advance the Psych 489 as the syllabus states grading will be on a letter grade basis but there is no indication on how that will be accomplished. Clay could you please followup on that syllabus?

Thanks all.

Lisa

College Curriculum Committee
E-meeting
December 12, 2016

I met with Charlene today as we had a different meeting in common. She asked that I roll it back. She has meet with ECE in person and explained that the rationale of convenience is not an acceptable rationale. If the accreditation is dependent upon the courses having ECE prefixes, that is a different issue; since there is no mention of accreditation in the rationale and this was advanced from ECE after she had already met with them, it goes back.

Also, we received the CS teaching certificate. As was discussed at the meeting, please review and we can have an electronic vote.

Lisa
Lisa Montplaisir, Ph.D.
Associate Professor and Assistant Head
Department of Biological Sciences
NORTH DAKOTA STATE UNIVERSITY
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From: Kenneth Magel
Sent: Monday, December 12, 2016 11:39 AM
To: Lisa Montplaisir; Diane Goede; John Buncher; Josef Dorfmeister; Seung Won Hyun; Svetlana Kilina; Benjamin Laabs; Clay Routledge; Andriy Voronov; Sangita Sinha
Subject: RE: College Curriculum Committee meeting

Thank you, Dr. Montplaisir. I move approval of the CS Teaching certificate program.

From: Lisa Montplaisir
Sent: Tuesday, December 13, 2016 7:51 AM
To: Kenneth Magel; Diane Goede; John Buncher; Josef Dorfmeister; Seung Won Hyun; Svetlana Kilina; Benjamin Laabs; Clay Routledge; Andriy Voronov; Sangita Sinha
Subject: Re: College Curriculum Committee meeting

Thanks Ken,

I will second the motion. Please email your vote.

Lisa

From: Benjamin Laabs
Sent: Tuesday, December 13, 2016 9:08 AM

To: Lisa Montplaisir; Kenneth Magel; Diane Goede; John Buncher; Josef Dorfmeister; Seung Won Hyun; Svetlana Kilina; Clay Routledge; Andriy Voronov; Sangita Sinha
Subject: Re: College Curriculum Committee meeting

Aye

From: Kenneth Magel
Sent: Tuesday, December 13, 2016 9:35 AM
To: Benjamin Laabs; Lisa Montplaisir; Diane Goede; John Buncher; Josef Dorfmeister; Seung Won Hyun; Svetlana Kilina; Clay Routledge; Andriy Voronov; Sangita Sinha
Subject: RE: College Curriculum Committee meeting

Yes