Meeting was called to order at 4:00 p.m.

1. Announcements/Additions to the Agenda

None

2. Approve Minutes: February 24, 2010

Dawn Drake moved to approve the minutes of February 24, 2010, and Adam Stanley seconded the motion. The motion passed. Chuck Cornett moved to amend the minutes of February 10, 2010, to reflect that the members of the council voted to recommend the continuation of the English program, and Bernie Harris seconded the motion. The motion passed.

3. New Business:

   a. Business Administration Program Review

   Steve Kleisath presented the program review for business administration. Dr. Kleisath stated that he had made several attempts to locate a copy of the last APC review, but no office had a copy on file.

   The following points were highlighted during the presentation:
   • Internships are now required (a change made since the last review). All employers surveyed have indicated that they want students to have an internship. Business administration has put significant resources into the internship program.
   • The program is in need of another faculty member in management/marketing, more computer resources, and more office space. Dr. Kleisath noted the
growth in academic staff in recent years, but he also pointed to the efforts the program has made to fill faculty positions.

- Dr. Kleisath highlighted the variety of assessment activities in the program and the importance of keeping the major valuable to both students and employers.

The vote on the business administration program review will be conducted at the next meeting when all of the materials have been submitted.

b. Psychology: Proposed New Submajor

Elizabeth Gates presented the proposal for a new emphasis in substance abuse counseling through the psychology program. She noted that the plan had been through the LAE college curriculum committee, the UUCC (where the term “certificate” was changed to “emphasis”), and the UABC. Dr. Gates gave some background information on the state requirements for certification in substance abuse counseling. She noted that only one new course would be required for this emphasis. If the proposal is approved on campus, Dr. Gates will take the proposal to the state licensing office. The psychology program has already been given a new academic staff position for fall 2010; the person hired will cover the new course as part of his/her load. In response to a question about resources for future growth if the emphasis proved to be very popular, Dr. Gates indicated that faculty in psychology could rearrange their teaching loads to cover the courses required for the emphasis.

Adam Stanley moved to approve the plan, and Chuck Cornett seconded the motion. The motion passed.

c. Industrial Studies: New Building Construction Safety Emphasis

Warner Smidt, Linda Bouck, and David Heimerdinger presented a proposal for a new emphasis in building construction safety through the industrial studies program. Copies of checksheets were distributed and discussed. The proposal has been through the BILSA college curriculum committee and will be submitted to UUCC. Dr. Bouck indicated that students needed a background in construction safety in order to be more marketable. No new courses will be needed; students will be taking a “package” of courses that are already part of the curriculum. In response to a question about the possibility of meeting student demand if the emphasis proved to be very popular, Mr. Heimerdinger indicated that the program was currently “strapped” in terms of resources, but that they would consider the possibility of needing to meet future demands. There was also a question about the overlap between the program in occupational safety and the program in building construction. The response was that occupational safety has an
internship requirement that is separate from the internship requirement for building
management; if students do both majors, they must do two separate internships.

Dawn Drake moved to approve the plan, and John Tembei seconded the motion. The motion
passed.

4. Old Business: None

While there was no official old business, there was a short discussion about 1) the
Chancellor’s report and the need to receive the report in advance of the meeting, and 2) the
issue of new resources that might be needed in the future to support new sub-minors that are
being proposed now.

5. Adjourn

The meeting adjourned at 5:00 p.m.

Submitted by:

Laura Anderson