Chairperson Danny McGuire called the meeting to order at 4:01 p.m. In the first order of New Business, Dr. John McArthur, Vice President for Academic Affairs, introduced new Regents’ policies and forms related to new program request forms. He emphasized the need to avoid unnecessary program duplication, both at the institutional level and the state level in relationship to other regional universities. Also, McArthur noted the need for a more accurate assessment of new program demand, both in terms of student interest and potential employment data within our 11-county service area. Finally, McArthur pointed out that the Regents would like to see a more complete statement of funding requirements for the initial five years of a new program’s existence. Overall, the new forms and requirements are intended to improve the efficiency related to requesting and providing funding for new programs and to ensure their effectiveness in offering viable degree programs to students. McArthur also introduced a draft of a flowchart used at the University of Oklahoma to track the progress of curriculum requests. He suggested that the Curriculum Committee look into the creation of a similar tracking system to let those making requests have an idea where their requests stand in the approval process.

Next, Dr. Keith Vitense, Professor in the Department of Physical Sciences, introduced a series of curriculum requests, which included:

1. a request to modify the course numbers for CHEM 2113, Fundamentals of Analytical Chemistry, and CHEM 2232, Quantitative Analysis Laboratory, to CHEM 3113 and CHEM 3232, respectively. This action attempts to more accurately reflect the fact that most students that enroll in the course have junior-level standing. The course descriptions would also change to reflect the fact that CHEM 3232 would require either prior completion of or concurrent enrollment in CHEM 3113.

2. a request to modify the course number for CHEM 4024, Instrumental Analysis, to CHEM 4025 to reflect the desire to increase the lecture component from two hours to three. It would also include the proposed newly modified CHEM 3232 and CHEM 3113 as prerequisites in the course description.

3. a request to modify the course descriptions for CHEM 4351, Physical Chemistry I, and CHEM 4401, Biochemistry I, to reflect the proposed newly modified CHEM 3232 and CHEM 3113 courses as prerequisites.
4. a change to the course descriptions for CHEM 1364, General Chemistry I, CHEM 1361, General Chemistry I Laboratory, CHEM 1474, General Chemistry II, and CHEM 1471, General Chemistry II Laboratory. The change entails assigning grades when students complete each individual course, rather than assigning grades in the lecture or laboratory only upon the successful completion of the other.

After a brief discussion, Guthridge moved to accept the set of changes, with a second from McClure. The motion passed unanimously.

In Old Business, Frisby moved to accept the minutes from the September 18, 2008, meeting, with a second from McClure. The motion passed unanimously, and the meeting adjourned at 5:05 p.m.

faithfully submitted,

Russell Graves
Secretary, Cameron University Curriculum Committee