

**History of Action on Courses/Programs
Casper College Curriculum Committee
September 20, 2006, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	FINE ARTS DIVISION				
Create new course	ART 1XXX—Museum Studies	2 Lec, 2 Cr.	<p>This course is in response to student and community interest in development of professional training for those interested in working in a museum or gallery.</p> <p><i>The course provides an understanding of basic operations of a museum or gallery such as exhibit design, education, collections management, marketing, and an overview of the history and changing role of these facilities in society. The course also involves travel to Casper museums to explore their missions, services and collections.</i></p>	CC - Failed 9/20/06	1
Create new course	ART 2XXX—Museum Internship	9 Cr.	<p><i>This course is designed for practical experience in a museum in areas such as collections management, education, development, or exhibition design.</i></p>	CC - Failed 9/20/06	7
Create new course	MUSC 1310 - PSM: Brass Methods I	2 Lab, 1 Cr.	<p>Students who transfer after achieving the AFA in Music Education are reportedly two semesters behind in Public School Methods courses. The music unit proposes to offer a minimum of two year-long methods courses: strings and brass, thereby providing a smoother transfer, and providing a better basis for student retention in the music education program.</p> <p><i>Group instruction in brass instruments for the major in music education. Instruments are supplied. This course is designed to provide sufficient background, technique, materials and methods to assist the student in starting elementary and secondary brass players for their ensembles. Additionally, this course is designed to provide the student with ready-made references for their student teaching and future teaching experiences.</i></p>	<p>CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06</p>	11

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	MUSC 1315 - PSM: Brass Methods II	2 Lab, 1 Cr.	(See MUSC 1310 for justification) <i>Continued group instruction in brass instruments for the major in music education. Instruments are supplied.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	17
Create new course	MUSC 1330 - PSM: String Methods I	2 Lab, 1 Cr.	(See MUSC 1310 for justification) <i>This course is designed to provide music education majors the opportunity to develop performance skills necessary the classroom string instructions. Students will learn violin, viola, cello and bass during this course.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	23
Create new course	MUSC 1335 - PSM: String Methods II	2 Lab, 1 Cr.	(See MUSC 1310 for justification) <i>This course is designed to provide music education majors the opportunity to further develop performance skills necessary for teaching strings in a classroom setting. Students will learn advanced techniques on violin, viola, cello and bass during this course. Students will also learn how to play and conduct a classroom strings ensemble. Various levels of repertoire will be discussed and played.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	29
Modify existing course description	THEA 2350 - Musical Theatre	3 Lec, 3 Cr.	The syllabus has been reworked to make it more ongoing and applicable for all musical theatre/theatre/dance performance students. <i>This course covers the history and literature of the musical theatre, and emphasizes the ever-changing relationship between book, music and lyrics.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	35
Modify a degree	AFA - Music Education		REMOVE EDCI 1010 and ADD MUSC 1025. MUSC 1025 is a curricular requirement at the University of Wyoming and the University of Nevada, Las Vegas, where a transfer agreement is projected. Since the MUSC 1025 course includes specific public school music in-class observations in addition to music education seminars, it is appropriate to discontinue the EDCI course, which does not transfer to either school as a degree requirement.	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	47
Create new	AA – Museum/Gallery Studies		This program is designed for students	CC - Failed 9/20/06	51

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
degree			interested in pursuing a museum or gallery career. The degree is especially appropriate for students interested in art, historical, or anthropological informal learning institutions and allows focus in other areas such as geology or paleontology.		
	LANG & LIT DIVISION				
Create new course	GERM 1000 - German to Get Started: From Guten Tag to Auf Wiedersehen	2 Lec, 2 Cr	<p>This course is designed to introduce students to German. Emphasis will be on speaking and comprehension plus an introduction to grammar in preparation for GERM 1010. It is designed to ease the student into the language without snowballing him/her with grammar, creating an interest in the language and increasing the possibility of successful completion of GERM 1010.</p> <p><i>This course is designed to meet the needs of students and members of the community who seek an introduction to practical German speaking skills and a cultural awareness for travel in German-speaking countries. It is meant to be an initial opportunity to become acquainted with the German language and will emphasize speaking and comprehension. Some basic grammar concepts such as articles, present and past verb tenses will also be introduced.</i></p>	CC - Failed 9/20/06	61
Modify existing course title	PHIL 2420 - Logic I: Critical Thinking		CHANGE title to "Critical Thinking" to match University of Wyoming's title change.	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	67
	LIFE SCIENCE DIVISION				
Create new certificate	Certificate - Phlebotomy Technician Training		The proposed certificate is an entry-level laboratory career option for students who complete a select group of courses. Upon completion of this course of study, students become eligible for the national certification examinations.	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	69

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	TRADES AND TECH DIVISION				
Create new course	CNTK 2530 - Energy Efficient Houses	2 Lec, 2 Cr.	As energy costs rise, people are looking for information they can use. This course will include a joint venture between the class and a real building project. <i>This course will examine methods to improve the energy efficiency of existing and new houses with an emphasis on low cost methods. The class will undertake a project or case study.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	73
Create new course	DESL 1607 - Basic Diesel Engine II	6 Lec, 6 Lab, 9 Cr.	This course is designed to bring students with little or no background in diesel mechanics up to speed. This course will also satisfy industry demands for students with A.S. Degree and strong mechanical skills. <i>This course is an extension of the Basic Diesel Engine course. Students will be more involved with engine components, fuel systems, and associated systems.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	79
Create new course	ELTR 2590 - Motion Control	2 Lec, 4 Lab, 4 Cr.	Hazardous and repetitive industrial processes are being automated with robots. Wyoming companies need maintenance technicians who are familiar with robotic control. This course will give students the skills to maintain and reprogram robots. <i>Controlling robots to perform various tasks using wireless and autonomous control based on sensor input. The course will examine mechanical motion, a variety of sensors and communications used in controlling robots.</i>	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	83
Create new degree and certificate	Certificate and A.A.S. - Robotics Technology		Wyoming oil and gas, as well as mining industries, are using some robotic control already in their operations. Many companies would like to use more robots. This program will prepare technicians to maintain, repair and modify robots.	CC - Passed 9/20/06 FS - Passed 10/09/06 AC - Passed 10/11/06	89
10/12/06				PACKET ENDS -	94

**History of Action on Courses/Programs
Casper College Curriculum Committee
October 4, 2006, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	ACCT 1450 - Adjustments & Error Correction	1 Lec, 1 Cr.	<p>This class (along with <u>Payroll & Depreciation</u>, and <u>Inventory & Internal Controls</u> listed below) prepares students for the American Institute of Professional Bookkeeper's Tests for designation as a Certified Bookkeeper. These courses may attract working bookkeepers who wish to prove their skills and knowledge, as well as bookkeepers who want to improve their skills.</p> <p><i>This course focuses on mastering adjustments and error correction. The student will practice skills of adjusting entries and correcting errors by completing tests on all aspects of adjusting entries including recording accrued revenue and expenses, unearned revenue, prepayments and adjustments, and preparing an adjusted trial balance; the common methods of finding errors; completing a bank reconciliation, and correcting current period deferral and accrual errors.</i></p>	CC - Passed 10/04/06 FS - Passed 10/09/06 AC - Passed 10/11/06	1
Create new course	ACCT 1460 - Payroll & Depreciation	1 Lec, 1 Cr.	<p>(See "Adjustments & Error Corrections" for justification)</p> <p><i>This course focuses on mastering payroll and depreciation. The student will practice skills of payroll and depreciation by completing tests on all aspects of payroll including wages, withholding, taxes, forms, record keeping and applicable reporting rules; the four common methods of depreciation; depreciation under GAAP and federal income tax depreciation rules, and depreciation on tax returns vs. on financial statements.</i></p>	CC - Passed 10/04/06 FS - Passed 10/09/06 AC - Passed 10/11/06	7

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	ACCT 1470 - Inventory & Inventory Controls	1 Lec, 1 Cr.	(See "Adjustments & Error Corrections" for justification) <i>This course focuses on mastering inventory and internal controls and fraud prevention. The student will practice skills of inventory and internal controls by completing tests on the basics of inventory; the two methods of inventory; the four inventory costing methods; the basics of employee theft; and vendor, check, and credit card fraud.</i>	CC - Passed 10/04/06 FS - Passed 10/09/06 AC - Passed 10/11/06	13
LIFE SCIENCE DIVISION					
Create new course	PEAC 2007 - Express Fitness	2 Lab, 1 Cr.	This course would be for the use of students who have dropped to 11 credit hours. They could enroll in this course to maintain full-time student status at Casper College. <i>This Physical Education activity course is designed as an open laboratory to allow each student the benefit of setting his or her own schedule. Emphasis is placed in four areas of physical fitness: muscle strength, muscle endurance, flexibility, and cardiovascular endurance. The Fitness Center contains aerobic equipment, a universal circuit, and free weights to develop more effectively one's level of physical fitness. The student is responsible for meeting the minimum exercise standards in order to receive credit. All students must complete an orientation and initial meeting prior to starting their program.</i>	CC - Passed 10/04/06 FS - Passed 10/09/06 AC - Passed 10/11/06	19
SOC & BEHAV SCIENCE DIVISION					
Modify existing course title	PSYC 2300 - Developmental Psychology	3 Lec, 3 Cr.	Change course title from <u>Child Psychology</u> to <u>Developmental Psychology</u> This change of title has been recommended by the UW Psychology Department and has been adopted by the Wyoming community colleges' Psychology Departments. This change would also allow the course to transfer to UW as an "E1" course rather than as merely a "T1" course.	CC - Passed 10/04/06 FS - Passed 10/09/06 AC - Passed 10/11/06	27
10/12/06	PACKET ENDS -				33

**History of Action on Courses/Programs
Casper College Curriculum Committee
October 18, 2006, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
BUSINESS DIVISION					
Create new course	BADM 2195 – Entrepreneurship	3 Lec, 3 Cr.	<p>Currently offered as a topics course to verify need. UW has classes and a program which have caused potential CC students to go to Laramie. This class is becoming an essential part of business programs at many universities. Community support and ties with the business community have already been noted.</p> <p><i>This course is designed for those students who have always wanted to start their own business, or for those that just want to explore the possibilities.</i></p>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	1
FINE ARTS DIVISION					
Modify existing course title	ART 2470 - Museum Training Internship	1-3 Cr.	<p>Change to “Art Museum Training Intership” This course is an elective for art majors. A new course called Museum Internship has been proposed for the A.A. in Museum/Gallery Studies that is not specific to art museums and has a requirement of 6 credit hours of job training.</p>	ER - Not applicable CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	7
Create new course	ART 1300 - Museum Studies	<p>2 Lec, 2 Cr. 3 Lec, 3 Cr Credits changed in supplemental packet that follows.</p>	<p>(FAILED CC 9/20/06 - RESUBMITTAL) This course is in response to student and community interest in development of professional training for those interested in working in a museum or gallery.</p> <p><i>The course provides an understanding of basic operations of a museum or gallery such as exhibit design, education, collections management, marketing, and an overview of the history and changing role of these facilities in society. The course also involves travel to Casper museums to explore their missions, services and collections.</i></p>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	9

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	ART 2023 - Collections Management See supplemental packet that follows for corrected syllabus		This course is instrumental to any study of museum/gallery operations. It allows the student an opportunity to work with professionals from the field and learn proper procedures for the handling and storage of artifacts. This course is required for the AA in Museum/Gallery Studies degree. <i>This course is a practical study of the duties of a museum collections manager, including the documentation, loaning, digitization, preservation, storage and care of collections.</i>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	15
Create new course	ART 2990 - Museum Internship	9 Cr. 6 Cr.	(FAILED CC 9/20/06 - RESUBMITTAL) <i>This course is designed for practical experience in a museum in areas such as collections management, education, development, or exhibition design.</i>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	23
Create new degree	AA - Museum/Gallery Studies		(FAILED CC 9/20/06 - RESUBMITTAL) This program is designed for students interested in pursuing a museum or gallery career. The degree is especially appropriate for students interested in art, historical, or anthropological informal learning institutions and allows focus in other areas such as geology or paleontology.	ER - Inadequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	27
Create new course	ART 2110 - Typography	2 Lec, 2 Lab, 3 Cr.	This course is required as part of the proposed A.F.A. Graphic Design degree. <i>This course offers students a comprehensive introduction to typography through exploration and experimentation with letterforms and page layout for expressive communication. The course will cover the fundamental typographic principles, font recognition, and analysis of both historical and post-modern design theory. Emphasis will be placed on content, form and technique for effective use of typography in ads, posters, newsletters and other visual communications.</i>	ER - Adequate CC - Tabled 10/18/06 CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	35

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	ART 2113 - Introduction to Time Based Media	2 Lec, 2 Lab, 3 Cr.	<p>This course is required as part of the proposed A.F.A. Graphic Design degree.</p> <p><i>This course is designed to introduce graphic design students to video and animation as a medium for art and design. The course will cover basic video editing skills and effects and how to use a video camera to create cogent and aesthetically pleasing time based works. The course will also cover DVD Authoring in DVD Studio Pro.</i></p>	ER - Inadequate CC - Tabled 10/18/06 CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	41
Create new course	ART 2408 - Introduction to 3-D Modeling	2 Lec, 2 Lab, 3 Cr.	<p>This course is required as part of the proposed A.F.A. Graphic Design degree.</p> <p><i>This is a course designed to introduce graphic design students to modeling and texturing techniques in Maya.</i></p>	ER - Inadequate CC - Tabled 10/18/06 CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	47
Create new degree	AFA - Graphic Design		<p>The new degree in Graphic Design will meet the needs of students interested in utilizing software for media design and film. The degree has been formulated by both visual art faculty and student requests, and will be reviewed by a new advisory board to be set up for the 2007-08 school year. The advisory board, to be composed of both CC faculty and community leaders in the field will arrange service learning situations and facilitate student special problems internships and student employment upon graduation.</p>	ER - Inadequate CC - Tabled 10/18/06	53
Modify existing course titles	ART 2075 - Illustration/Graphic Design I ART 2076 - Illustration/Graphic Design II		<p>Change ART 2075 to "Illustration I" Change ART 2076 to "Illustration II"</p> <p>The Illustration name change reflects the NASAD membership report recommendation to articulate clarity between the two fields. The courses serve as a foundation for both degrees, yet the content is primarily concerned with illustration methods and techniques.</p>	ER - Not applicable CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	57

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify degree	AFA - Illustration		The existing degree will be modified to more closely follow NASAD guidelines. An advisory board will be set up for the 2007-08 school year to monitor both the Illustration and Graphic Design degree plans.	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	69
	LANG & LIT DIVISION				
Create new course	GERM 1000 - German to Get Started	2 Lec, 2 Cr	<p>(FAILED CC 9/20/06 - RESUBMITTAL)</p> <p>This course is designed to introduce students to German. Emphasis will be on speaking and comprehension plus an introduction to grammar in preparation for GERM 1010. It is designed to ease the student into the language without overwhelming him/her with grammar, creating an interest in the language and increasing the possibility of successful completion of GERM 1010.</p> <p><i>This course is designed to meet the needs of students and members of the community who seek an introduction to practical German speaking skills and a cultural awareness. It is meant to be an initial opportunity to become acquainted with the German language and will emphasize speaking and comprehension. Some basic grammar concepts such as articles, present and past verb tenses will also be introduced.</i></p>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	73

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course prefix, description Request Gen Ed	CO/M 1200 - Beginning Sign Language	4 Lec, 4 Cr.	Change to "ASL 1200 - Beginning Sign Language" Seeking three changes: (1) Change in the departmental prefix; (2) Inclusion of Sign Language in the list of courses that satisfy Gen Ed at CC; (3) revision of the description to better reflect course content. 1) ASL would be consistent with other World Language offerings. Also the ASL designation is currently being used at Sheridan College. 2) Satisfying World Language component under Cultural Environment designation (see letter of support from Dept. of World Languages) 3) Description should be revised to reflect course changes made following collaboration and articulation with the Sign Language instructors at UW. <i>This course will provide a beginning level knowledge of American Sign Language, fingerspelling, deafness, and deaf culture. Emphasis will be on developing receptive and expressive language skills within the parameters of sign language.</i>	ER - Adequate CC - Failed 10/18/06	79
Modify existing course prefix, description Request Gen Ed	CO/M 1220 - Intermediate Sign Language	4 Lec, 4 Cr.	Change to "ASL 1220 Intermed. Sign Language" (see CO/M 1200 above) <i>This course, a continuation of ASL 1200, will provide intermediate level knowledge of American Sign Language vocabulary, grammar, fingerspelling, spatial concepts, deafness and current topics of deaf culture and literature.</i>	ER - Adequate CC - Failed 10/18/06	89
Modify existing course credits	DVST 0600 - Basic Writing I		Change credits from 6 Lab, 3 Cr., to 3 Lec, 2 Lab, 4 Cr. Currently the students enrolled in DVST 0600 receive three credits but attend class six hours a week in the English Lab. The proposed change would better reflect the actual structure and requirements of the course as it is currently taught.	ER - Not applicable CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	103

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	SOC/BEHAV SCIENCE DIVISION				
Create new course	GEOG 1110 - Management and Implementation of GIS	2 Lec, 4 Lab, 4 Cr.	This class will serve to aid students in the Management and Implementation of GIS in the workforce. Students will learn how to design and implement geodatabases and solve GIS problems commonly seen in the workforce. <i>This course addresses strategies for successful GIS management and implementation in an organization-wide context and is organized around three primary issues: implementation planning, data management, and GIS problem solving in the workforce.</i>	ER - Adequate CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	109
Modify a degree and certificate	Certificate and AAS - Geographic Information Systems		The purpose of this curriculum change is to add the new course GEOG 1XXX - Management and Implementation of GIS to the GIS Certificate and Associates degree.	ER - Not applicable CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	115
	TRADES AND TECH DIVISION				
Modify existing course credits	AUBR 1560 - Auto Body Repair II		Change from 1 Lec, 4 Lab, 3 Cr. to 2 Lec, 4 Lab, 4 Cr. The credit hours listed on the original course proposal were incorrect.	ER - Not applicable CC - Passed 10/18/06 FS - Passed 11/16/06 AC - Passed 11/29/06	119
11/29/06				PACKET ENDS -	123

**History of Action on Courses/Programs
Casper College Curriculum Committee
October 18, 2006, 4:00 p.m. PS 111**

SUPPLEMENTAL PACKET - REVISED INFORMATION

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	FINE ARTS DIVISION				
Modify existing course title	ART 2470 - Museum Training Internship	1-3 Cr. <i>(no change from original submittal)</i>	Change to "Art Museum Training Internship" This course is an elective for art majors. A new course called Museum Internship has been proposed for the A.A. in Museum/Gallery Studies that is not specific to art museums and has a requirement of 6 credit hours of job training.	ER - Not applicable	7
Create new course	ART 1XXX - Museum Studies ART 1300	3 Lec, 3 Cr. <i>(Orig. packet had incorrect credit info on summary)</i>	(FAILED CC 9/20/06 - RESUBMITTAL) This course is in response to student and community interest in development of professional training for those interested in working in a museum or gallery. <i>The course provides an understanding of basic operations of a museum or gallery such as exhibit design, education, collections management, marketing, and an overview of the history and changing role of these facilities in society. The course also involves travel to Casper museums to explore their missions, services and collections.</i>	ER - Adequate	9
Create new course	ART 2XXX - Collections Management ART 2023	3 Lec, 3 Cr. <i>(Orig. packet had incorrect syllabus)</i>	This course is instrumental to any study of museum/gallery operations. It allows the student an opportunity to work with professionals from the field and learn proper procedures for the handling and storage of artifacts. This course is required for the AA in Museum/Gallery Studies degree. <i>This course is a practical study of the duties of a museum collections manager, including the documentation, loaning, digitization, preservation, storage and care of collections.</i>	ER - Adequate	15

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	ART 2XXX - Museum Training Internship ART 2990	18 Lab, 6 Cr. <i>(Orig. packet had incorrect title on submittal page, incorrect credits on summary)</i>	(FAILED CC 9/20/06 - RESUBMITTAL) <i>This course is designed for practical experience in a museum in areas such as collections management, education, development, or exhibition design.</i>	ER - Adequate	23
Create new degree	AA - Museum/Gallery Studies	<i>(Orig. packet had incorrect program and course titles)</i>	(FAILED CC 9/20/06 - RESUBMITTAL) This program is designed for students interested in pursuing a museum or gallery career. The degree is especially appropriate for students interested in art, historical, or anthropological informal learning institutions and allows focus in other areas such as geology or paleontology.	ER - Inadequate	27
10/16/06				PACKET ENDS -	34

**History of Action on Courses/Programs
Casper College Curriculum Committee
November 1, 2006, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	FINE ARTS DIVISION				
Modify existing course prereq	THEA 2140 - Voice for Acting THEA 2155 - Movement for Acting		<p>Remove prerequisites from both these courses.</p> <p>Removing the prerequisites will allow more non-theatre majors to consider these courses as electives. This will have no impact on any degree program.</p>	ER - Adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	1
	LANG & LIT DIVISION				
Modify existing course prefix	Change the prefix on the following DVST courses to ENGL: DVST 0500, 0550, 0600, 0610, 0630, 0650, 0710, 0750, 0810, 0895	2 Lec, 2 Cr.	<p>Justification:</p> <p>(1) these courses count for FTE's and the basic writing classes meet the English requirement for certain vocational certificate programs and some associate degrees and therefore should reflect the appropriate discipline on transcripts;</p> <p>(2) this change would eliminate the stigma of a remedial course for most students.</p> <p>The numbers would remain in place to correspond with the common course numbering system with other community colleges.</p>	ER - Adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	9

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	LIFE SCIENCE DIVISION				
Create new course	BIOL 2325 - Tropical Ecology	6 Lab, 3 Cr.	<p>This course will give CC students an opportunity to travel to various locations in the tropics, where they will study natural history and conservation issues related to plants and animals in those areas. The course has been offered previously at Sheridan College, with students traveling to Central America. This course is an expansion on that idea.</p> <p><i>Tropical Ecology utilizes on-site instruction to introduce students to the fundamental principles of tropical biology, the natural history of important tropical plants and animals, and their conservation. Students will be introduced to a variety of habitats, depending on the country visited. Field orientation at each site visited includes identification of plants and animals and general ecology and natural history, area management, history and cultural considerations necessary for conservation and research in the tropics. Financial assistance may be available for interested and qualified students.</i></p>	ER - Adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	17
	PHYSICAL SCIENCE DIVISION				
Modify existing course prefix	<p>Change the prefix on the following DVST courses to MATH:</p> <p>DVST 0900, 0920, 0924, 0925, 0930, 0934</p>		Currently only Casper College and Sheridan College list pre-college mathematics courses under the Developmental Studies Department. All the other community colleges list these as MATH courses. The change of the department from DVST to MATH would help us continue our alignment with the other community colleges in Wyoming. The content of these courses is mathematics and we feel they should be listed that way.	ER - Adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	23
	TRADES AND TECH DIVISION				
Modify existing course credits	CNTK 1700 - Introduction to Construction	2 Lec, 2 Cr.	<p>Change from 2 Lec, 2 Cr. to 2L, 4LB, 4CR.</p> <p>The Construction Technology curriculum is being adjusted to include more class time in the field of carpentry. This change will offer students a more in-depth study in carpentry by offering two consecutive classes in the subject.</p>	ER - Not adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	29

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course prereq	CNTK 1905 - Carpentry	2 Lec, 4 Lab, 4 Cr.	Add prerequisite of CNTK 1700. This change will offer students a more in-depth study in carpentry by offering two consecutive classes in the subject.	ER - Adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	35
Modify degree and certificate	AAS - Construction Technology Certificate - Construction Technology		Remove CNTK 1900 - Concrete and Asphalt Technology from major requirements. The Construction Technology curriculum is being adjusted to include more class time in the field of carpentry. CNTK 1900 will be offered as an elective. This change will offer students a more in-depth study in carpentry by offering two consecutive classes in the subject while allowing students interested in concrete and asphalt testing the opportunity to gain that knowledge as well.	ER - Not adequate CC - Passed 11/1/06 FS - Passed 11/16/06 AC - Passed 11/29/06	41
11/29/06				PACKET ENDS -	44

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Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	INET 1530 - Photoshop for Business	.5 Lec, 1 Lab, 1 Cr.	This class will provide majors with an introduction of Photoshop as a tool for business. Photoshop is the industry standard image editing software. <i>Photoshop for Business is an introductory level course that covers basic digital manipulation and enhancement.</i>	ER - Adequate CC - Passed 11/15/06 FS - Passed 12/11/06 AC - Passed 12/13/06	1
Create new course	INET 1620 - Intermediate Flash Graphics	2 Lec, 2 Lab, 3 Cr.	This is a continuation of a course that was taught fall semester. Flash is an industry standard graphics building and web authoring tool. This course will focus more on interactivity and dynamic content used for webpage implementation. <i>Intermediate Flash Graphics is a continuation of study in Macromedia Flash 8. The class focuses on animation and interactivity for internet implementation.</i>	ER - Adequate CC - Passed 11/15/06 FS - Passed 12/11/06 AC - Passed 12/13/06	7
	TRADES AND TECH DIVISION				
Create new course	AUBR 1975 - Independent Study - Auto Body Repair	1-3 Cr.	This course is needed to allow degree seeking students the opportunity to further develop their skills in Auto Body Repair. <i>This course provides an option for students with sufficient background to pursue special interests in the auto body lab under contract with the instructor.</i>	ER - Adequate CC - Passed 11/15/06 FS - Passed 12/11/06 AC - Passed 12/13/06	13
Create new course	AUBR 1980 - Cooperative Work Experience	1-8 Cr.	This course is needed to allow degree seeking students the ability to earn credits while working in an industry specific setting. <i>This course is designed to provide an opportunity for students with sufficient entry level auto body skills to work off-campus, in weld related areas, while attending classes on campus part-time.</i>	ER - Adequate CC - Passed 11/15/06 FS - Passed 12/11/06 AC - Passed 12/13/06	19
12/13/06				PACKET ENDS -	23

**History of Action on Courses/Programs
Casper College Curriculum Committee
December 6, 2006, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	FINE ARTS DIVISION				
Create new course	ART 2120 - Graphic Design I	2 Lec, 2 Lab, 3 Cr.	<p>This course is proposed to create greater depth to the Graphic Design program in order to meet NASAD standards.</p> <p><i>Graphic Design is a communication of ideas using type and images. This course offers students a comprehensive introduction to the field of graphic design that stresses theory and creative development in discipline-specific information; hands-on practice and an understanding of time-honored principles. Although graphic styles and the tools of the graphic design field are constantly evolving, the fundamental structures and principles of good design remain constant.</i></p>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	1
Create new course	ART 2130 - Graphic Design II	2 Lec, 2 Lab, 3 Cr.	<p>This course is proposed to create greater depth to the Graphic Design program in order to meet NASAD standards.</p> <p><i>This course offers students further exploration of concept development and the language of symbols combined with further exploration into the aesthetic issues of type. Emphasis will be placed on content, form and technique for effective use of graphic design and typography in ads, posters, newsletters, desktop publishing and other visual communications.</i></p>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	11
Create new course	ART 1015 - Visual Literacy	3 Lec, 3 Cr.	<p>This course provides students with a further understanding of the role of graphic design in history, beginning with the advent of printing. The course will be especially beneficial to students engaged in digital design and interested in aesthetics as it pertains to the field.</p> <p><i>Visual Literacy is a discussion of historic and contemporary design history with a focus on formal and aesthetic issues.</i></p>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	17

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course titles	ART 2100 - Computer Graphics I ART 2105 - Computer Graphics II		Change to: ART 2100 - Digital Design I ART 2105 - Digital Design II The title change reflects contemporary titles in other NASAD accredited programs such as Pratt Institute, Bucks County Community College District, and Corcoran College of Art. The term "Computer Graphics" is dated and references certain processes.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	23
Delete existing degree	AFA - Illustration		Students are interested in a Graphic Design Degree rather than an Illustration degree. Graphic design places more emphasis on computer generated images, and our faculty expertise is in this area. Therefore, we would like to delete Illustration and have a Graphic Design degree.	ER - Not applicable CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	35
Create new degree	AFA - Graphic Design		The new degree in Graphic Design will meet the needs of students interested in utilizing software for media design as a foundation for transfer to a four-year degree. This degree has been formulated by both visual arts faculty and student requests, and will be reviewed by our arts accrediting body - NASAD. This new plan reflects, in part, comments from our last NASAD visitors' report and is consistent with AIGA standards.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	39
LANG & LIT DIVISION					
Modify existing course title	CO/M 2355 Intro to Photojournalism	3 Lec, 3 Cr.	Change to "Introduction to Media Photography" This change will allow UW to accept the class as one of the prerequisites for its journalism degree program. UW Dept. Chair confirmed that he would accept the course (see email from Kenneth Smith included in this submittal - pg 57).	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	45

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify a degree	AA - Communication		Proposing 4 changes to the Media Emphasis option in the AA - Communication degree. 1) eliminate Broadcasting emphasis 2) streamline number of classes offered 3) regenerate two video broadcasting courses 4) add ART 2100 - delete CO/M 2170 These program changes would enable the CO/M department to offer a more coordinated schedule of courses to better serve our students. These changes will tighten the programs. Also, numerous students have voiced a desire to work in video.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	63
	LIFE SCIENCE DIVISION				
Modify existing course prefix	FIRE 1680 - Firefighter Fitness	1 Lec, 2 Lab, 2 Cr.	Change to PEAC 1680 - Firefighter Fitness The intense fitness component of this course meets or exceeds criteria for a PE activities course while providing an alternative for students not in the fire sciences program to take a course that will contain a challenging fitness regimen not otherwise available in existing PEAC courses.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	69
	TRADES AND TECH DIVISION				
Modify existing course prereq.	GEOL 2320 - Petroleum Geology	3 Lec, 3 Cr.	Change prerequisite to: GEOL 1100 or EXTR 1500, or permission of the instructor.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	75
Create new course	EXTR 2510 - Introduction to Well Drilling	3 Lec, 1 Lab, 3.5 Cr.	This course is required to train technicians in the area of well drilling for the Extractive Resources Technology program. <i>An introduction to the basics of drilling in the extractive industries. Topics will include an overview of the purpose, type and mechanics of drilling. Emphasis will be placed on Wyoming industries such as oil and gas, coal bed methane, uranium, and soda ash. The type and size of various rigs will be discussed. Drilling operations including the selection of rigs, bits, well control, and logging will be introduced. The course will include the discussion of casing runs, cementing, and a brief introduction to completion operations.</i>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	81

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	EXTR 2530 - Oil and Gas Production	3 Lec, 1 Lab, 3.5 Cr.	This course is required to train technicians in the production of oil and gas for the Extractive Resources Technology program. <i>In introduction to the basics of oil and gas production. Topics will include a quick overview of the history of production, oil and gas reservoirs, drilling, testing, and completing wells. The main focus will be on oil and gas properties, production methods, enhanced recovery methods, field processing, and well maintenance.</i>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	89
Create new course	EXTR 2520 - Introduction to Well Logging	3 Lec, 3 Cr.	This course is required to train technicians in the process of well logging for the oil and gas industry. It will be a required course for the Extractive Resources Technology Program. <i>An introduction to the basics of modern electric well logs. Topics will include a quick overview of how a well is drilled and a brief history of logging tools. The main focus will be on modern electric log types and their interpretation and application, including resistivity and porosity logs. Specialty logs including dipmeters and borehole televiwers will be examined.</i>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	97
Create new course	EXTR 2540 - Petroleum Refining	3 Lec, 3 Cr.	This course is required to train technicians in the process and techniques that are used to refine oil and process natural gas. It is a required course for the Extractive Resources Technology Program. <i>This course will cover the process, technology and operations that are necessary for the refinement of petroleum products.</i>	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	103
Modify a degree	AAS - Extractive Resources Technology		Drop: DESL 1605, DESL 1680 Add: GEOL 2320, HLTK 1620, and the four proposed new EXTR courses listed above. The Extractive Resources Advisory Board requested that Casper College offer more petroleum based courses to better meet the needs of local industry. These proposed changes would make graduates of the program more employable by the petroleum industry.	ER - Adequate CC - Passed 12/06/06 FS - Passed 12/11/06 AC - Passed 12/13/06	107
12/13/06				PACKET ENDS -	111

**History of Action on Courses/Programs
Casper College Curriculum Committee
January 17, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
BUSINESS DIVISION					
Create new course	BADM 2245 - Real Estate Law RESUBMITTAL - was asked to shorten previous course description	3 Lec, 3 Cr.	In answer to need in the Real Estate business community. Many universities have a Real Estate program. Students have inquired about a Real Estate degree. Offering this course will allow us to gauge the need for such a degree. <i>This will be an introductory survey course providing a broad overview of real estate related legal topics. More specifically, the course will cover the differences between real and personal property, define fixtures and their significance, and explore the scope of real property to the sky, air, and natural resources. There will be a section on easements, profits, and licenses. There will be discussions on the types of ownership such as joint tenancy or tenancy in common. We will discuss real estate agents, brokers, and the duties attending to those positions.</i>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	1
FINE ARTS DIVISION					
Modify existing course prereq.	THEA 2010 - Dramatic Literature I	3 Lec, 3 Cr.	Add THEA 1010 to list of prerequisites. "Prerequisites: THEA 1000 or THEA 1010." THEA 1010 - Intro to Theatre for Majors is a course that the Department of Theatre and Dance added a few years ago. This is equivalent to the non-majors Intro class, and therefore fulfills the prerequisite necessary for the Backgrounds in Theatrical Literature sections.	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	11
Modify a degree	AA - Theatre Performance		Change the list of Recommended Electives to include "All Theatre and Dance courses, MUSC 1046, MUSC 1074, and MUSC 1340." To encourage a well-rounded experience in Theatre and Dance, it is appropriate to open all of the Theatre and Dance offerings to fulfill this credit.	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	21

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Delete existing degree	AA - Secondary Theatre Education		The Department of Theatre and Dance has found that this is not a necessary degree for our programming. Students interested in teaching will pursue/receive either an AA in Theatre Performance, or an AA in Theatre Tech. Upon transfer to an upper division institution, their coursework for secondary theatre education will be completed.	ER - Not applicable CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	25
LANG & LIT DIVISION					
Modify existing course description	CO/M 1200 - Beginning Sign Lang. CO/M 1220 - Intermediate Sign Lang.	4 Lec, 4 Cr. 4 Lec, 4 Cr.	<p>We wish to revise the catalog descriptions for both Sign Language courses so they will reflect course changes made following articulation and collaboration with Sign Language instructors at UW. These changes will aid students as they transfer to other colleges and universities in addition to aiding their transfer to UW. Attached in this submittal are also UW and LCCC syllabi.</p> <p><i>CO/M 1200 - This course will provide beginning level knowledge of American Sign Language, fingerspelling, deafness, and deaf culture. Emphasis will be on developing receptive and expressive language skills within the parameters of sign language.</i></p> <p><i>CO/M 1220 - This course, a continuation of CO/M 1200, will provide intermediate level knowledge of American Sign Language, its vocabulary, grammar, fingerspelling, spatial concepts, deafness and current topics in deaf culture and literature.</i></p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	27
Modify existing course prefix	CO/M 1200 or ASL 1200 - Beginning Sign Language CO/M 1220 or ASL 1220 - Intermediate Sign Language	3 Lec, 3 Cr.	We wish to assign an additional department prefix to Sign Language. Sign Language would be listed both as a course in CO/M and as ASL (American Sign Language). The ASL prefix will be in the World Languages department. Course content will be identical under both prefixes. At this time, Sheridan College uses the ASL prefix. This cross-listing will benefit students transferring to other institutions, as some programs and/or institutions prefer the CO/M prefix while others prefer the ASL prefix.	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	57

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course description	ENGL 2XXX - Conferencing with Writers ENGL 2245	3 Lec, 3 Cr.	<p>The catalog course description for this course needs to be modified to reflect actual course content. The modifications account for the first level certification requirements set forth by the College Reading and Learning Association, an internationally recognized tutor training certification program to which the Writing Center is applying for acceptance.</p> <p><i>This course covers methodology of one-to-one and one-to-small group writing tutoring. The course introduces writing tutors to the education principles and Writing Center goals underlying common tutoring techniques. Topics addressed are theories of learning, principles of memory, learning styles, successful tutoring techniques, online tutoring, and writing across the curriculum. Writing tutors will observe and participate in tutoring sessions in the Casper College, UW/CC Writing Center. This course is required for, but not restricted to, Writing Center Staff. Non-Writing Center staff must make arrangements with the director to provide for alternative tutoring situations.</i></p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	63
Create new course	ENGL 2XXX - Conferencing with Writers II ENGL 2046	3 Lec, 3 Cr.	<p>This course accounts for the second level certification requirements set forth by the College Reading and Learning Association, an internationally recognized tutor training certification program to which the Writing Center is applying for acceptance.</p> <p><i>This course is a continuation of ENGL 2045 and covers theories underlying one-to-one and small group responses to writing. The course introduced writing tutors to writing center and peer tutor theories that inform uniformly accepted best practices. Topics addressed are theoretical constructs of collaboration, interpersonal dynamics, responding to students and student texts, and online tutoring. This course is required for, but not restricted to, Writing Center staff. Non-Writing Center staff must make arrangements with the director to provide for alternative tutoring situations.</i></p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	77

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	HEALTH SCIENCE DIVISION				
Modify program information	Degrees in: Nursing, Occupational Therapy Assistant, Paramedic, Pharmacy Technology, Radiography, Respiratory Therapy		<p>Not a true modification of a degree or certificate, but an addition to the catalog that reflects the physical requirements for any student considering one of the HS programs.</p> <p>Physical abilities are essential for any student to provide safe care to any health care consumer. The HS program directors have determined that the attached abilities are essential for any student planning to enter any of the HS programs. The program directors also determined that the information needs to be in the catalog under each specific program.</p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	87
Modify a degree	AAS or AS - Nursing		Effective spring 2007, the nursing program is requiring that applicants for admission have current certification as a nursing assistant in Wyoming. Pre-nursing students were sent letters in September 2006 informing them of this new requirement. For the spring 2007 applicants, a grace period until 8-1-07 is being granted to those who are admitted to the program.	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	91
Modify a degree	AS - Health Science		Effective fall 2007, a prerequisite will be added per nursing program requirements. The new approved AS Degree - Health Science will need to have the "NRST 1500 - Nursing Assistant" course added to the 'Nursing Option' listing for major requirements.	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	93
	SOC./BEHAV. SCIENCE DIVISION				
Modify a degree	AA - Social Work		<p>Change to read: BIOL 2022 Animal Biology or ZOO 2040/2041 Human Anatomy or ZOO 2110 Human Physiology</p> <p>Adding additional courses under Biology will open more opportunities for students to fulfill science requirements.</p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	99

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	TRADES AND TECH DIVISION				
Modify existing course prereq.	ELTR 1535 - Electrical Power	1 Lec, 2 Lab, 2 Cr.	<p>Change prerequisite to: Completion or concurrent enrollment in ELTR 1515 or ELTR 1570, or permission of the instructor.</p> <p>In this course students will be required to know the proper use of a multimeter, as well as basic concepts of AC circuits. These topics are covered in ELTR 1515 and ELTR 1570. For students who have electrical work experience, this prerequisite can be waived.</p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	103
Modify existing course prereq.	ELTR 1605 - Process Control	1 Lec, 2 Lab, 2 Cr.	<p>Change prerequisite to: Completion or concurrent enrollment in ELTR 1515 or ELTR 1570, or permission of the instructor.</p> <p>The controllers in this course are mostly software programmable and therefore do not require board level testing. Therefore, a student with basic knowledge of DC and AC circuits is the only prerequisite required. These topics are covered in ELTR 1515 or ELTR 1570. For students who have electrical work experience, this prerequisite can be waived.</p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	109
Modify existing course description	ELTR 1610 - Introduction to Robotics	4 Lab, 2 Cr.	<p>This course has moved from using robot kits to students using off-the-shelf parts to build robots. This is less expensive and it provides more challenge to the students.</p> <p><i>Students will explore the principles of robotics by building, programming, and modifying a robot. Students will gain experience in the following areas: fabrication, electronics, computer programming, physics, and teamwork.</i></p>	ER - Adequate CC - Passed 1/17/07 FS - Passed 1/22/07 AC - Passed 2/14/07	117
2/14/07				PACKET ENDS -	124

**History of Action on Courses/Programs
Casper College Curriculum Committee
January 31 February 7, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	FINE ARTS DIVISION				
Modify existing course prefix, prerequisites	THEA 2220 - Stagecraft	2 Lec, 4 Lab, 4 Cr.	Removing the prerequisites allows more non-majors to sign up for the class. Changing to a 1000-level class places the class in the appropriate year that the class should be taken and the level of instruction.	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	1
Modify existing course prereq.	THEA 2230 - Stage Lighting	3 Lec, 3 Cr.	Removing the prerequisites allows more non-majors to enroll in the class.	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	7
	HEALTH SCIENCE DIVISION				
Modify existing course prereq.	PHTK 1710 - Pharmacology... I PHTK 1720 - Pharmacology... II		1710: Add: "or instructor permission" and "or concurrent enrollment in PHTK 1500." As the course can be used for CEs for licensed technicians, the addition of instructor permission is needed so they can register for it. Also it has been determined that the student can be successful in PHTK 1600 and 1650 if they are concurrently enrolled in PHTK 1710 rather than only as a prerequisite. 1720: Add: "and concurrent enrollment in PHTK 1610, PHTK 1630, and PHTK 2971 or permission of the instructor."	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	13

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	LIFE SCIENCE DIVISION				
Create new course	PEAC 1040 – Kickboxing PEAC 1045	2 Lab, 1 Cr.	Course was created in answer to interest expressed by students as well as increase enrollment in physical education by offering a greater variety of classes. <i>A basic introduction to the art and sport of kickboxing. Material covered will include punching, kicking, blocking, footwork, and slips and dodges. This course would offer the student a very physically demanding workout that will increase strength, balance, agility, hand to eye coordination, and reflexes.</i>	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	25
Create new course	PEPR 1004 – History of Martial Arts	2 Lab, 1 Cr.	Course was created in answer to interest expressed by students as well as increase enrollment in physical education by offering a greater variety of classes. <i>A basic introduction to the different combat arts from the around the world and the societies that developed them.</i>	ER - Adequate CC - Tabled 2/7/07	31
Modify existing degree	AS - Physical Education		UW is no longer accepting MATH 1000 for this degree. MATH 1000 needs to be removed under Gen Ed and only list MATH 1400.	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	37
	TRADES AND TECH DIVISION				
Modify existing course description	AVTN 2520 – Private Pilot Flight School	3 Lec, 3 Cr.	The flight school is contracted out with Wyoming Air Corporation. Many times students are confused and do not realize that flight costs are in addition to tuition. Changing the wording in the description for the flight school has been requested by instructors at Wyoming Air Corp. to reduce confusion on the additional flight school costs. <i>This course provides approximately 50 hours of flight instruction (35 hours dual, 15 hours solo flight). Minimum of 35 hours flight time. All flight time is an additional cost paid directly to Wyoming Air Corporation and typically costs between \$5000 and \$8000 to attain a private pilot's license.</i>	ER - Adequate CC - Failed 2/7/07	41

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course description	AVTN 2620 – Instrument Pilot Flight School	3 Lec, 3 Cr.	See justification under AVTN 2520. <i>(Stage I-III) Includes the application of aircraft altitude control, flight maneuvers and flight based solely on instrument reference. Provides approximately 35 hours of precision attitude flying which includes “actual” and “hood” time. It also includes advanced navigation, IFR/ATC procedures and night flying. All flight time is an additional cost paid directly to Wyoming Air Corp. and typically costs between \$5000 and \$8000 to attain a private pilot’s license.</i>	ER - Adequate CC - Failed 2/7/07	45
Modify existing course description	AVTN 2720 – Commercial Pilot Flight School I	3 Lec, 3 Cr.	See justification under AVTN 2520. <i>Provides approximately 70 hours of flight instruction including precision altitude flying, commercial maneuvers, radio navigation, and night flying. All flight time is an additional cost paid directly to Wyoming Air Corp. and typically costs between \$15000 and \$18000 to attain a commercial pilot’s license.</i>	ER - Adequate CC - Failed 2/7/07	49
Modify existing course description	AVTN 2730 – Commercial Pilot Flight School II	3 Lec, 3 Cr.	See justification under AVTN 2520. <i>Provides approximately 70 hours of flight instruction including precision altitude flying, commercial maneuvers, radio navigation, and night flying. All flight time is an additional cost paid directly to Wyoming Air Corp. and typically costs between \$15000 and \$18000 to attain a commercial pilot’s license.</i>	ER - Adequate CC - Failed 2/7/07	53
Modify existing course description	CNTK 1905 - Carpentry	2 Lec, 4 Lab, 4 Cr.	<i>This course is designed to build upon previously learned skills in carpentry, roofing, concrete, and work site safety, through hands-on construction techniques in a lab setting. Typically, the material covered will relate to residential construction, but commercial and industrial applications will be covered.</i>	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	57
Modify existing course description	CNTK 1860 - Woodworking Fundamentals	2 Lec, 4 Lab, 4 Cr.	<i>A course for those wanting to learn or further their woodworking skills. An emphasis will be placed on safety, problem solving, material selection, and practical approaches to woodworking. In the lab, students will receive an introduction to the safe and correct use of both hand and stationary power tools and equipment to build a project of the student’s choice.</i>	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	63

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing degree	AAS - Automotive Technology		To clarify approved electives: WELD 1700, 1710, 1820; MCHT 1610, 1620; CMAP 1500, 1505; and AUTO 2800, 2980	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	69
Modify existing certificate	Certificate - Construction Technology		By adding CNTK 1700, this change will offer the students a more in-depth study in carpentry by offering two consecutive classes in the subject.	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	73
Modify existing degree	AAS - Construction Technology		By adding CNTK 1700 and CNTK 1860, this change will offer the students a more in-depth study in carpentry by offering two consecutive classes in the subject.	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	77
Modify existing degree	AAS - Welding		Under One-Year Welding Certificate: Change "Machine Tool Electives" to "Electives." Change under approved electives: AUBR 1540, AUBR 1710, AUTO 1515, CNTK 2510, ELTR 1615, ELTR 1610, MCHT 1610, MCHT 1620	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	81
Modify existing certificate	Certificate - Welding		Under One-Year Welding Certificate: Change "Machine Tool Electives" to "Electives." Change under approved electives: AUBR 1540, AUBR 1710, AUTO 1515, CNTK 2510, ELTR 1615, ELTR 1610, MCHT 1610, MCHT 1620	ER - Adequate CC - Passed 2/7/07 FS - Passed 2/12/07 AC - Passed 2/14/07	85
Create new degree	AAS - Technical Studies		The degree program is designed to provide general education requirements for an AAS degree that would allow a successful outcome for students who wish to transfer to the UW's proposed BAAS degree. The program is modeled after Casper College's AA or AS General Studies degree.	ER - Adequate CC - Passed 2/7/07 FS - Tabled 2/12/07	89
2/14/07				PACKET ENDS - 91	

**History of Action on Courses/Programs
Casper College Curriculum Committee
February 21, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
HEALTH SCIENCE DIVISION					
Modify existing course prereq.	NRST 1500 - Certified Nursing Assistant	2 Lec, 3 Lab, 3 Cr.	Beginning Fall 2007, the nursing program is requiring Wyoming nursing assistant certification for all students admitted to the nursing program. The current prerequisite states that there are two CPR certifications that are accepted for the NRST 1500 course. That will no longer be correct as WMC only accepts the American Heart Association Healthcare Provider CPR certification and all admitted students have to meet those requirements. Also required to be added to the list of prerequisites is a current PPD (TB skin test).	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	1
LANG. & LITERATURE DIVISION					
Modify existing course prereq and description	ESL 1010 - English as a Second Language I	4 Lec, 4 Cr.	<p>Conversation will be taught as a separate course to allow students to continue practicing their listening and speaking skills on a flexible basis. This course will now consist of 2 credits of grammar and 2 credits of writing. ESL 1010 and 1020 aim to prepare international students for success in ENGL 1010.</p> <p><i>Intermediate level international students and students with limited English proficiency will earn four credits in reading, grammar, and writing. Students will interact with one or two instructors, read English texts, write and edit responses, and participate in discussions of texts and/or related issues. Students are encouraged to enroll in ESL 1XXX Conversational English for ESL Students. Prerequisite: Permission of the instructors. Preferred: TOEFL score of 350 or better; successful completion of introductory ESL courses.</i></p>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	9

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	ESL 1020 - English as a Second Language II	4 Lec, 4 Cr.	<p>This course allows students to develop confidence for academic success in other courses. It lessens the burden for academic instructors. It prepare students for success in ENGL 1010. It avoids the pitfalls of direct translation, and it aligns Casper College course offerings with those offered by WY Community Colleges.</p> <p><i>High intermediate/low advanced level international students and students with limited English proficiency will earn four credits in reading, grammar, and writing. Students will interact with one or two instructors, read English texts, write and edit responses, and participate in discussions of texts and/or related issues. Students are encouraged to enroll in ESL 1XXX Conversational English for ESL Students. Prerequisite: Permission of the instructors. Preferred: TOEFL score of 400 or better; successful completion of introductory ESL courses.</i></p>	<p>ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07</p>	13
Create new course	<p>ESL 1XXX - Conversational English for ESL Students</p> <p>ESL 1000</p>	1 Lec, 1 Cr.	<p>Conversational English will be taught as a separate course from ESL 1010 and 1020, yet it is designed to give students an ongoing opportunity to practice listening and speaking skills. These skills can be developed over a period of six semesters, earning up to six credits. This course will serve a wide variety of different students (levels and nationalities) each semester, enriching their verbal experiences.</p> <p><i>Conversational English for ESL is designed to accompany coursework in ESL 1010 and ESL 1020. It gives students the opportunity to interact verbally, overcome the tendency to "translate directly" and to discuss texts and current events. It includes listening as well as speaking, and will include recorded materials as well as assignments to live lectures. It is accessible to ESL students in a variety of levels who come to college from varied cultures and linguistic backgrounds.</i></p>	<p>ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07</p>	17

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	LIFE SCIENCE DIVISION				
Create new course	PEAC 4038 - Chi Kung PEAC 1028	2 Lab, 1 Cr.	Course was created in answer to interest expressed by students as well as increase enrollment in physical education by offering a greater variety of classes. <i>Chi Kung is an ancient Chinese form of exercise focusing on proper breathing, body alignment, and slow movements. Students will be exposed to various deep breathing exercises, ergonomic stances and postures, and movements that are designed to promote proper circulation and strengthen the body.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	21
	SOC & BEHAV SCIENCE DIVISION				
Create new course	ATSC 2000 - Introduction to Meteorology	3 Lec, 2 Lab, 4 Cr.	This course has often been requested by education majors who need an earth science course with an ASTC prefix for an earth science endorsement. It will also be useful for aviation majors and as a general education laboratory science class. <i>This first course in meteorology is for students with minimal background in math and science. It provides general and practical understanding of weather phenomena, and emphasizes observational aspects of the science, meteorological view of the physical work and the impact the science has on life and society. The course will include discussion of atmospheric composition and structure, radiation, winds and horizontal forces, stability and vertical motions, general circulation, synoptic meteorology, clouds and precipitation, severe storms and atmospheric optics.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07 AC - Passed 4/11/07	27
Delete existing course	ADDN 1010 - Addictions Prevention		This course has not been taught for at least 5 years and is not projected to be taught.	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	33
Delete existing course	ADDN 1420 - The Elderly		This course has not been taught for at least 5 years and is not projected to be taught.	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	35

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Delete existing course	ADDN 1500 - SAIL Training		This course has not been taught for at least 5 years and is not projected to be taught.	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	37
	TRADES AND TECH DIVISION				
Create new course	POWR 1XXX - Power Plant Supply and Control I POWR 1600	2 Lec, 2 Lab, 3 Cr.	Justification: See degree program submittal. <i>This course will be designed to address power plant fuel supply and control systems. Students will be introduced to a supply systems overview. The uses of and relationships among oil, gas and coal fuel systems will be explored. Fuel transportation and control systems will be described and proper operating procedures will be explained.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	39
Create new course	POWR 2XXX - Power Plant Supply and Control II POWR 2600	2 Lec, 2 Lab, 3 Cr.	Justification: See degree program submittal. <i>This course will be designed to address supply air and water, and emission control topics. Students will explore in depth air, water and ash management systems and their relationship to plant operation. Environmental protection strategies for coal, oil, gas and transportation processes will be presented.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	45
Create new course	POWR 1XXX - Power Plant Orientation POWR 1500	2 Lec, 2 Lab, 3 Cr.	Justification: See degree program submittal. <i>The first semester course will be designed to address initial apprentice program topics, basic energy industry principles, power plant systems regulatory overviews. Students will be introduced to power plant operations. Power plant history, settings, roles, values and ethical/legal dimensions are examined. The philosophy and conceptual framework of the Casper College power plant program are explored.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	51
Create new course	POWR 2XXX - Power Plant Maintenance II POWR 2650	2 Lec, 2 Lab, 3 Cr.	Justification: See degree program submittal. <i>This course will be designed to address power plant equipment maintenance processes and procedures. Students will be introduced to procedures and tools utilize in maintaining electric power generating plants including, but not limited to rigging, bearings, drive systems and electrical systems found in power plants. Instrumentation, measurements and control systems will be further explored. This course will also require students to spend time in a power generating facility in a job shadowing experience.</i>	ER - Adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	57

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new certificate and degree	Certificate and AAS - Apprentice Energy Maintenance/Operator Program		This program was developed to meet industry demand for electric power generation workers. Partnerships with utilities, the school district and the department of Workforce Services have resulted in federal (DOL) funding for the first three years of this long-term, self supporting program. The impacts on the college will be additional faculty and more utilization of McMurry Career Studies Building. This program will utilize a cohort model of 15 students pre cohort, which may require additional sections general education courses spread over the two year program time frame. Existing Trades and Technology courses will be included as part of this program and four new industry specific courses will be developed.	ER - Not adequate CC - Passed 3/21/07 FS - Passed 3/26/07 AC - Passed 4/11/07	63
3/26/07				PACKET ENDS -	66

**History of Action on Courses/Programs
Casper College Curriculum Committee
March 7, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	MSFT 1XXX - Implementing and Managing Microsoft Exchange Server 2003 MSFT 1600	2 Lec, 2 Lab, 3 Cr.	<p>As students pursue their AAS - Microsoft Networking, they are currently offered only one course or option toward one of the "electives" in acquiring their MCSE - Microsoft Certified Systems Engineer Certification. This course will offer a second option and will also introduce students to an enterprise messaging system that is used by a large portion of the business world today.</p> <p><i>This course will introduce students to Microsoft Windows Exchange Server 2003. Students will learn how to support a reliable, secure messaging infrastructure. This infrastructure is used for creating, storing, and sharing information by using Microsoft Exchange Server 2003 in a medium to large-sized (250 to 5,000 users) messaging environment. This course offers a significant number of hands-on practices, discussions, and assessments that assist students in becoming proficient in the skills that are needed to update and support Exchange Server 2003.</i></p>	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	1

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	BUSN 2XXX - Professional Development in the International Business Practices Firm BUSN 2020	3 Lec, 3 Cr.	Combine BUSN 2010 and BOTK 1955 in one 3-credit class. The current classes share several common topics and BOTK 1955 was using an International Practices Business Firm as a vehicle for teaching its topics. The proposed class was taught as a topics class in the fall of 2006 and the was very successful. We do not wish to delete BUSN 2010 and BOTK as stand-alone classes as there may be semesters when one of the stand-alone classes is required. <i>Students will use an international business model to prepare for the real-world global business environment. Students will work as team members in a simulated business environment to perform various business functions as the firm transacts business with students in other simulated companies both in the U.S. and in other countries. As members of the team, the students will work on the business skills and the people skills essential for professional success. Topics and activities include critical thinking and hands-on experience in the areas of purchasing, accounting, marketing, and human resources; professional self-image; business ethics; time management; human relations and communication skills; organizational dynamics; and career management.</i>	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	9
Modify degree	AA - Women's Studies		Remove BOTK 1955 (Professional Development) from the degree. This business class is no longer appropriate for the Women's Studies Department as the clientele for the class has changed, and the class has changed to reflect the current state of technology and business.	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	17
LANG. & LITERATURE DIVISION					
Create new course	ITAL 0900 - Italian for Travelers	1 Lec, 1 Cr.	This course of simple Italian will help the traveler make plans, obtain tickets, order meals, ask for and understand general information as needed for travel in an Italian-speaking country. <i>This course utilizes a multi-skill approach: listening, speaking, reading and writing of vocabulary appropriate to travelers who visit Italian-speaking areas. Students will also become familiar with the culture of Italy.</i>	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	21

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	JAPN 0900 - Japanese for Travelers	1 Lec, 1 Cr.	<p>This course of simple Japanese will help the traveler make plans, obtain tickets, order meals, ask for and understand general information as needed for travel in a Japanese-speaking country.</p> <p><i>This course utilizes a multi-skill approach: listening, speaking, reading and writing of vocabulary appropriate to travelers who visit Japanese-speaking areas. Students will also become familiar with the culture of Japan.</i></p>	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	25
LIFE SCIENCE DIVISION					
Modify course prefix	DVST 0960 - Basic Physiologic Principles	2 Lec, 2 Cr.	<p>Change the prefix to BIOL 0960.</p> <p>Dropping the DVST prefix has been done for both Math and English remedial courses; Biology would like to follow suit.</p>	ER - Adequate CC - Passed 3/7/07 FS - Passed 3/26/07 AC - Passed 4/11/07	29
3/26/07	PACKET ENDS -				29

**History of Action on Courses/Programs
Casper College Curriculum Committee
April 4, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	BADM 1XXX - Entrepreneurial Finance BADM 1025	3 Lec, 3 Cr.	This course is being added to provide specific financial information for those individuals wishing to start their own businesses. It will also prove helpful for those individuals who currently own small businesses. <i>The successful management of a company's finances is fundamental to success in today's competitive business environment. This course covers key economic concepts, management functions, financial statements and financial analysis used for a business.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	1
Create new course	INET 2XXX - Introduction to ASP.NET INET 2500	2 Lec, 2 Lab, 3 Cr.	Students will be guided from beginning Web applications, to object-oriented programming, to using advanced Web form server controls. These skills are the advanced portion of web design and necessary for a web design degree. <i>Students will learn ASP.NET through technical documentation, hands-on projects, and case studies. Students will also be introduced to server-side Internet programming. Revolutionizing the way web applications are developed, ASP.NET is built on Microsoft's .NET framework utilizing Visual Studio.NET 2003. Students will not only tackle beginning Web Programming and how to create and maintain interactive and dynamic Web applications, they will also explore the Internet as an essential business tool. Students are guided from beginning web applications, to object-oriented programming, to using advanced web form server controls. Prerequisite: INET 1XXX (Introduction to HTML, XHTML and DHTML), or equivalent course work.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	7

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course	MKT 1300 - Advertising	2 Lec, 2 Cr. to 3 Lec, 3 Cr.	Change from 2 credits to 3 credits. Over the past 20 years, advertising curriculum has increased the volume of material being presented, such as Integrated Marketing Communication and various new aspects of sales promotion. Increasing the lecture time would allow the opportunity to present these and other topics in the course.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	13
Create new course	MGT 2XXX - Human Resource Development MGT 2125	3 Lec, 3 Cr.	This course is an advanced course in the HR management program. <i>Using real-world examples to close the gap between theory and practice, this course focuses on a systematic process of identifying training needs, building programs based on job information, and evaluating training in terms of objectives. The theoretical ideas of Critical Human Resource Development (HRD) are discussed and the latest research addressing the practice of HRD is presented and analyzed from a critical perspective. Prerequisite: MGT 1200.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	21
Create new course	MKT 2XXX - Consumer Behavior MKT 2200	3 Lec, 3 Cr.	This course will be part of the new program offerings in the area of Marketing. It will also expand the marketing offerings to give students a more in-depth analysis of consumer behavior. <i>This course is an analysis the psychological and sociological aspects of consumer decision-making and behavior including learning, consumer, perception, influence of individual predispositions or buying processes, and group influences.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	27
Create new certificate	Certificate in Marketing		A new Marketing Department has been created within the Business Division. The Certificate in Marketing will prepare students for various entry level positions in marketing, including retailing, direct sales, customer service, etc.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	33
Create new degree	AAS – Marketing AAS was voted down at the September 2007 Dean's Meeting		A new Marketing Department has been created within the Business Division. Marketing is a major function of business, with a wide diverse field of job opportunities including retailing, direct sales, advertising, physical distribution, logistics and	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	37

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
			purchasing.		
Create new degree	AS -Marketing		A new Marketing Department has been created within the Business Division. The AS degree is designed for those students majoring in marketing who wish to transfer to four-year institutions within the region.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	41
Create new course	BOTK 1XXX - Legal Terminology BOTK 1805	3 Lec, 3 Cr.	This class is required for the new Legal Secretary degree program proposed by the Business Information Systems Department. This class will present a practical study of the legal terminology skills required by legal secretaries. <i>This course is designed to introduce the student to legal terminology. The use of basic terminology is presented, followed by more detailed terminology arranged by topic or classification. Terms are applied in legal scenarios; cases that either define or create terminology or that are examples of the terminology in use are cited and discussed.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	45
Create new course	BOTK 1XXX - Legal Transcription BOTK 1905	2 Lec, 2 Lab, 3 Cr.	This class is required for the new Legal Secretary degree program proposed by the Business Information Systems Department. This class will present a practical study of the transcription skills required for employment in a front office legal environment. <i>This course provides students with the opportunity to incorporate legal terminology and the formatting of legal documents with machine transcription in order to produce documents used in the legal field. Students are provided prerecorded dictation to transcribe directly on a computer. Proofreading skills are emphasized, along with general and basic rules for preparing legal documents. Students should be able to key at 55 wpm in order to be successful. Prerequisite: BOTK 1XXX (Legal Terminology).</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	51
Modify a degree	AAS - Hospitality Management		This curriculum change is necessary due to the Business Division development of core business requirements for degree. Delete BADM 2490, replace with MGT 2100.	ER- Adequate CC - Passed 4/4/07 FS - Passed 4/9/07 AC - Passed 5/9/07	57

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
			Delete CMAP 1510, replace with IMGT 2400. Add MKT 2100.		

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify a degree	AAS - Retail Merchandising		This curriculum change is necessary due to the Business Division development of core business requirements for degree. Delete CMAP 1510, replace with IMGT 2400.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	63
Modify a degree	AB - Accounting		This curriculum change is necessary due to the Business Division development of core business requirements for degree. Delete COSC 1200, replace with IMGT 2400. Add BADM 2010. Change to read: MGT 2100 or MKT 2100.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	67
Modify a degree	AB - Business Administration		This curriculum change is necessary due to the Business Division development of core business requirements for degree. Delete COSC 1200, replace with IMGT 2400.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	71
FINE ARTS DIVISION					
Modify existing course titles and description	MUSC 107X -Music Studio Courses		Change all "Applied" titles to read "Studio." All studio course descriptions will be consistent, with the variation being the instrument or voice being studied in the particular studio. This change will make the studio class listings clear in the schedules and the catalog, so all students can make the proper enrollment selection. <i>New description: Individual instruction for non-music majors. A fee will be assessed.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	75
Modify existing course titles and descriptions	MUSC 207X - Music Studio Courses		Change all "Applied" titles to read "Studio." All studio course descriptions will be consistent, with the variation being the instrument or voice being studied in the particular studio. This change will make the studio class listings clear in the schedules and the catalog, so all students can make the proper enrollment selection. <i>New description: Individual instruction for music (AA degree) or music education (AFA degree) majors and music majors seeking instruction in a secondary instrument. A fee will be assessed.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	79

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course titles and descriptions	MUSC 227X - Music Studio Courses		<p>Change all "Applied" titles to read "Studio." All studio course descriptions will be consistent, with the variation being the instrument or voice being studied in the particular studio. This change will make the studio class listings clear in the schedules and the catalog, so all students can make the proper enrollment selection.</p> <p><i>New description: Individual instruction for Music Performance majors. A fee will be assessed.</i></p>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	83
LANG. & LITERATURE DIVISION					
Delete existing courses	GRK 1010 - Classical Greek I GRK 1020 - Classical Greek II JAPN 0500 - Intro to Japanese		These courses need to be deleted as they have not been offered in the past five years and are not intended to be offered in the near future.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	87
Create new course	CHIN 1010 - First Year Chinese I	4 Lec, *, 4 Cr. <i>*Students are required to schedule laboratory periods with their instructor.</i>	<p>The CC World Languages and Cultures Department believes in offering courses for both academic study and personal enrichment.</p> <p><i>This course will introduce students to the Chinese language as well as Chinese and Taiwanese cultures. Emphasis will be placed on oral communication and comprehension, along with the development of writing and reading skills while building a grammatical foundation.</i></p>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	89
Create new course	CHIN 1020 - First Year Chinese II	4 Lec, *, 4 Cr. <i>*Students are required to schedule laboratory periods with their instructor.</i>	<p>The CC World Languages and Cultures Department believes in offering courses for both academic study and personal enrichment.</p> <p><i>This course will build on the skills learned in CHIN 1010. Emphasis will be on developing the ability to communicate in everyday practical situations as well as acquiring the skills for effective reading and writing in Chinese. Class discussions will focus on a variety of Chinese and Taiwanese cultural aspects and current events.</i></p>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	93
Notification of special topics course	CO/M 2490 – Gender Communication	3 Lec, 3 Cr.	<i>This course provides both a theoretical and real-life view, for both genders, on how our communication in work, school, social and relationship settings help shape and design our gender constructs.</i>	ER - Adequate CC - No action needed	97

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Notification of special topics course	CO/M 2490 – Leadership Communication	3 Lec, 3 Cr.	<i>Leadership and consequently "follower-ship" are often described as the two ends of relationships in any kind of organization. From small groups to large, complex corporations, those who are successful have mastered communication skills. This course will identify the skills great leaders demonstrate. Students will study the theory of why communication skills are important and be given opportunities to practice their communication skills for leadership.</i>	ER - Adequate CC - No action needed	103
LIFE SCIENCE DIVISION					
Create new course	PEPR 2XXX - Personal Trainer Education PEPR 2135	3 Lec, 3 Cr.	We are seeing a trend in the student wanting to go into the exercise science area of physical education. By offering this course, we believe we would give both existing and new students the options that they desire. <i>This course introduces the student to the basic exploration and explanation of materials and methods that underlie the learning and performance of motor skills. Prerequisites: BIOL 1000, ZOO 2040, ZOO 2041, and ZOO 2110.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	107
PHYSICAL SCIENCE DIVISION					
Create new course	STAT 2120 - Fundamentals of Sampling (note: changed when submitted to UW from STAT 2110)	5 Lec, 5 Cr.	This course provides the methodology to properly obtain data in order to answer a research question. This course is essentially identical to UW STAT 4150. This will be a required course for the proposed AS Applied Statistics degree. <i>This course develops methodology of simple random sampling, stratified sampling, and multistage sampling; provides applications related to physical, social, and biological sciences; discusses single and two-variable estimation techniques, and presents estimation based on subsamples from subpopulations. Prerequisite: a grade of "C" or better in STAT 2050 or STAT 2070.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	111

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	STAT 2220 - Experimental Design	5 Lec, 5 Cr.	<p>This course provides the procedures to translate a research question into a working statistical design -- which in turn indicates how data must be collected for the analysis method proposed by the design. This course is essentially identical to UW STAT 4020. This will be a required course for the proposed AS Applied Statistics degree.</p> <p><i>This course reviews design and analysis of one-factor experiments and introduces multi-factor experiments, Latin squares, nested designs and random effects. It also introduces topics such as polynomial response curves, trend analysis, split plots, and incomplete blocks as time permits. Prerequisite: a grade of "C" or better in STAT 2150.</i></p>	<p>ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07</p>	117
Create new course	STAT 2240 - Categorical Data Analysis	5 Lec, 5 Cr.	<p>This course provides the proper methodology and procedures to correctly analyze response variables which are non-numeric (i.e., survey responses). This course is essentially identical to UW STAT 4040. This course has been requested as an offering by the Psychology department, and will be one of two statistical course options in the AS Applied Statistics degree.</p> <p><i>This course covers applied methods for analyzing associations when some or all variables are measured in discrete categories, not continuous scales. Topics include the binomial, multinomial, and Poisson probability models, parameter estimation and hypothesis-testing and proportions, measures of association and tests for contingency tables, logistic regression, and log-linear models. Prerequisite: a grade of "C" or better in STAT 2150.</i></p>	<p>ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07</p>	123

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	STAT 2485 - Statistics Laboratory	1 Lec, 2 Lab, 2 Cr.	<p>This course will provide students with hands-on experience in dealing with clients - the lab will be for statistical queries from local businesses and college departments. Difficult questions will be presented in a weekly seminar for discussion and resolution.</p> <p><i>This course provides a real-life introduction to the elements of client consultation. The student will learn to translate the client's needs into statistical methodology, under the supervision of the faculty. Client questions will include elements of design, sampling methods, analysis procedures, and interpretation of analysis, which the student will now learn to apply. Complicated issues will be discussed and resolved in a seminar format. Prerequisite: a grade of "C" or better in STAT 2220.</i></p>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	129
Create new certificate	Certificate - Applied Statistics		In an exploratory meeting, several local businesses and governmental agencies, the school district, and WMC expressed support for this certificate program as a way to upgrade statistical knowledge among their employees.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	133
Create new degree	AS - Applied Statistics		An Applied Statistics degree will provide all the knowledge and instruction in common procedures that any student in the Social/Behavioral or Biological Science would need for any required research in the Upper Division to obtain a Bachelor's degree (in fact, for anything through first year of graduate school). This degree will similarly allow employed students to upgrade to a higher job status in situations where data analysis is a major component of their area.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	139
	SOC & BEHAV SCIENCE DIVISION				
Delete existing course	ANTH 2200 - Understanding World Cultures		This course needs to be deleted as it has not been offered in the past five years and is not intended to be offered in the near future.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	151
Delete existing course	ECON 2100 - Money and Banking		This course needs to be deleted as it has not been offered in the past five years and is not intended to be offered in the near future.	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	153

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new course	GEOG 2XXX - Advanced GIS GEOG 2100	2 Lec, 3 Lab, 3.5 Cr.	This class will give students first hand knowledge on how to solve real world problems using GIS. The students will write proposals, solve problems using GIS, and present the solution to the problem in a presentation. Clients from the City and County will provide the problems. Liz Hepp – GIS Coordinator, Casper; Randy Wiggins – GIS NRCS; Ken Kieffler – Audubon Soc. <i>An advanced GIS course where the students will be split up into teams and will be given a case study from an outside client and solve the case study using GIS. At the end of the semester, the teams will present the solution to the client in a presentation.</i>	ER - Adequate CC - Passed 4/4/07 FS - Passed 4/9/07	155
Create a new course	XXXX (Honors) 2XXX – The Quest for American Identity HUMN 2320	3 Lec, 3 Cr.	This interdisciplinary seminar explores the question of what it means to be an American. By learning from earlier debate over immigration and the African-American experience, we will shed light as the role of race and ethnicity in the quest for American identity in the postmodern era. As a result of taking this course, the student will appreciate the racial/ethnic diversity of Americans and come to understand not only the need for that diversity but for common ground as Americans as well. <i>This interdisciplinary seminar explores the question of what it means to be an American. By learning from earlier debates over immigration and the African American experience, we will shed light on the role of race and ethnicity in the quest for American identity in the postmodern era.</i>	ER - Adequate CC - Passed 4/4/07 <u>Resolution passed by CC:</u> Honors courses should use the existing department prefixes and a specific course number for honors courses. Numbers should refer to the common course numbering system. FS - Passed 4/9/07	159
Create a new course	PSYC 2080 – Biological Psychology	3 Lec, 3 Cr.	The UW department of Psychology will soon be requiring PSYC 2080 as a core course requirement for the Bachelor’s in Psychology. <i>Introduces biological bases of behavior. Includes ethnology and comparative behavior, psychobiological development, physiological and sensory mechanisms of behavior and evolution and behavioral genetics. Presents basic structural and functional properties of the nervous system.</i>	ER - Adequate CC - Passed 4/4/07 pending verification of common course numbering. VERIFIED. FS - Passed 4/9/07	165
4/09/07				PACKET ENDS -	170

**History of Action on Courses/Programs
Casper College Curriculum Committee
April 18, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	BOTK 2XXX - Professional Office Procedures and Information Management BOTK 2905	3 Lec, 3 Cr.	This class is required for the new degree programs proposed by the Business Information Systems Department. <i>This course will provide practical study of the skills required for employment in professional office environments in the areas of front office procedures and records management. Office management skills will include information processing skills, communication skills, telecommunication skills, public relations skills, using office equipment, and procurement. Records management studies will provide an overview of the field of records and information management by identifying skills that are applicable to the management of records in all fields, as well as records center and depository management and records management consulting. Legal and ethical issues in the records management field will be addressed, as well as the basics for both manual filing and electronic records management and are reinforced through text and workbook practice set activities.</i>	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed 5/9/07	1
Create new course	INET 1XXX - Introduction to HTML and DHTML INET 1650	1 Lec, 2 Lab, 2 Cr.	Students will learn the essential concepts of HTML, XHTML, and DHTML. These skills lay the foundation necessary for a web design degree and a web design career. <i>Students in this course will learn the essential concepts of HTML, XHTML, and DHTML. They will begin with developing a basic Web page and move on to developing a basic Web site. Topics include: working with page design, tables, and frames; creating Web page forms; working with cascading style sheets; using multimedia on the Web; XHTML and JavaScript; working with objects, special effects, windows and frames, forms and regular expressions, and event models. The last section explores working with dynamic content and styles.</i>	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed 5/9/07	7

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new certificate	Certificate - Agricultural Office Management AC – Certificate will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This certificate will provide the education and training for students to be employed as office managers in the agricultural industry.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	13
Create new degree	AAS - Agricultural Office Management AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This degree will provide the education and training for students to be employed as office managers in the agricultural industry.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	17
Create new certificate	Certificate - Educational Office Management AC – Certificate will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This certificate will provide the education and training for students to be employed as office managers in the educational office environment.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	21
Create new degree	AAS - Educational Office Management AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This degree will provide the education and training for students to be employed as office managers in the educational office environment.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	25
Create new certificate	Certificate - Extractive Industries Office Management AC – Certificate will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This certificate will provide some education and training for students to be employed as office managers in the extractive industries.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	29
Create new degree	AAS - Extractive Industries Office Management AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This degree will provide the education and training for students to be employed as office managers in the extractive industries.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	33
Create new certificate	Certificate - Hospitality Office Management AC – Certificate will be consolidated		Office managers are employed in virtually every business. This certificate will provide the education and training for students to be	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07	37

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	with other Office Management certificates noting areas of specialization		employed as office managers in the hospitality industry.	AC - Passed as amended 5/9/07	
Create new degree	AAS - Hospitality Office Management AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This degree will provide the education and training for students to be employed as office managers in the hospitality industry.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	41
Create new certificate	Certificate - Legal Secretary Legal Secretary failed at September Dean's Meeting. Felt that the office management degree would serve this population.		The Legal Secretary Certificate is designed to prepare students with general office management skills and with specialized office training in the legal environment.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed 5/9/07	45
Create new degree	AAS - Legal Secretary Legal Secretary failed at September Dean's Meeting. Felt that the office management degree would serve this population.		The Legal Secretary degree is designed to prepare students with general office management skills and with specialized office training in the legal environment.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed 5/9/07	49
Create new certificate	Certificate - Professional Office Management AC – Certificate will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This certificate will provide the education and training for students to be employed as office managers across a variety of industries.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	53
Create new degree	AAS - Professional Office Management AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This degree will provide the education and training for students to be employed as office managers across a variety of industries.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	57
Create new certificate	Certificate - Retail Office Management AC – Certificate will be consolidated with other Office Management certificates noting areas of specialization		Office managers are employed in virtually every business. This certificate will provide the education and training for students to be employed as office managers in the retail industry.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	61
Create new degree	AAS - Retail Office Management		Office managers are employed in virtually every business. This degree will provide the education	ER - Adequate	65

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	AC – AAS degree will be consolidated with other Office Management certificates noting areas of specialization		and training for students to be employed as office managers in the retail industry.	CC - Passed 4/18/07 FS - Passed 5/7/07 AC - Passed as amended 5/9/07	
Create new certificate	Certificate - Web Design		This certificate is intended to provide a web design specialization for a student studying in another technical area. The certificate, combined with the associated technical study, will provide the education and experience for a successful student to attain an entry level position as a web designer.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC – Passed 5/9/07	69
Create new degree	AAS - Web Design		This degree will provide the education and experience necessary for a successful student to attain an entry level position as a web designer.	ER - Adequate CC - Passed 4/18/07 FS - Passed 5/7/07 AC – Passed 5/9/07	73
	LANG. & LIT. DIVISION				
Notification of Special Topics Course	GERM 2495 Workshop: GAPP Trip to Halle	2 Lec, 2 Lab, 3 Cr.	This is a BOCES class. <i>This course is offered as part of the German American Partnership Program (GAPP).</i>	ER - Adequate CC - No action needed	77
5/08/07				PACKET ENDS -	82

**History of Action on Courses/Programs
Casper College Curriculum Committee
May 2, 2007, 4:00 p.m. PS 111**

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	ACCT 2450 - Cost Accounting	3 Lec, 3 Cr.	<p>This course (currently offered by other WY Community Colleges as ACCT 2450) is being added as an elective in a new entrepreneurship degree to allow the student to learn how to cover costs of production for products or services in a new venture. It will also be taken by students who need Cost Accounting in transfer degrees to UW or other 4-year institutions.</p> <p><i>This course focuses on the managerial and cost accounting aspects of running a business. Students will acquire knowledge in topics such as the accumulation and reporting of accounting information needed for product and standard costing. Students will also analyze information for planning, decision-making, and control activities.</i></p>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	1
Create new course	BOTK 1XXX - Legal Terminology BOTK 1805	3 Lec, 3 Cr.	<p>This class is required for the new Legal Secretary degree program proposed by the BIS department.</p> <p><i>This course is designed to introduce the student to legal terminology. The use of basic terminology is presented, followed by more detailed terminology arranged by topic or classification. Terms are applied in legal scenarios; cases that either defined or created terminology or that are examples of the terminology in use are cited and discussed.</i></p>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	5
Create new course	BOTK 1XXX - Legal Transcription BOTK 1905	2 Lec, 2 Lab, 3 Cr.	<p>This class is required for the new Legal Secretary degree program proposed by the BIS department.</p> <p><i>This course provides students with the opportunity to incorporate legal terminology and the formatting of legal documents with machine transcription in order to produce documents used in the legal field. Students are provided prerecorded dictation to transcribe directly on a computer. Proofreading skills are emphasized, along with general and basic rules for preparing legal documents. Students should be able to key at 55 wpm in order to be successful.</i></p>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	11

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new class	MGT 2XXX - Organizational Behavior MGT 2110	3 Lec, 3 Cr.	This course is being added as part of a new leadership degree. <i>This is an introductory course exposing students to theoretical assumptions of organizational change. Students will be introduced to such topics as organizational structure, recruitment, retention and succession planning, employee motivation, and diversity and culture within the workplace.</i>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07	17
Create new course	MGT 2XXX - Leading Organizational Change MGT 2050	3 Lec, 3 Cr.	This course is being added as part of a new leadership degree. <i>This class will combine leadership concepts with models of organizational change. Change will be examined at the individual, team, and organizational or systems level. The focus is on uncovering traps that create stress, waste resources, slow change efforts, or lead to outright failure and discover how to lead, cope and win in the face of great change. Class participants become familiar with a variety of change models as they are utilized in real organizations attempting change. The class will examine how organizational culture is an ever-present barrier to lasting change and how that impacts the decision on the part of organizations to initiate change.</i>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	23
Modify degree	AAS - Cisco Networking		The changes that are being made to this degree program are made to reflect the new Core Business courses, as well as additional course offerings in Cisco, Microsoft, Web Development and Computer Science which will be available as electives. These changes create an enhanced opportunity for students to specialize in an area of their liking, as well as create a program which is very broad-based, backed by industry certification, and conducive to future employment.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	29
Modify degree	AAS - Microsoft Networking		(See "Cisco Networking" for justification)	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	35
Modify degree	AS - Management of Information Systems		(See "Cisco Networking" for justification)	ER - Adequate CC - Passed 5/2/07	41

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
				FS - Passed 5/7/07 AC - Passed 5/9/07	
Modify degree	AAS—Administrative Medical Assistant/Medical Transcription		The Business division is adopting five core courses that need to be included in this degree program: ACCT 1905, COSC 1200, BADM 2010, MGT 2100, and MKT 2100. These have been added accordingly.	ER - Adequate CC - Failed 5/2/07 - sent back for revisions	47
Modify certificate	Certificate - Career Accounting		Replace COSC 1200 with IMG T 2400, which will be the new course used in all the business degrees.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	51
Modify certificate	Certificate - Professional Bookkeeper		Replace COSC 1200 with IMG T 2400, which will be the new course used in all the business degrees. Also, add three short courses which were created to provide review for the Certified Bookkeeper Exam.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	55
Modify degree	AAS - Paraprofessional Accounting		The Business division is adopting five core courses that need to be included in this degree program: ACCT 2010, BADM 2010, IMG T 2400, MGT 2100, and MKT 2100. These have been added accordingly.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	59
Modify degree	AAS - Career Accounting		The Business division is adopting five core courses that need to be included in this degree program: ACCT 2010, BADM 2010, IMG T 2400, MGT 2100, and MKT 2100. These have been added accordingly.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	63
Modify degree	AA and AB - Pre-Law		The Business division is adopting five core courses that need to be included in this degree program: ACCT 2010, BADM 2010, IMG T 2400, MGT 2100, and MKT 2100. These have been added accordingly.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	67
Modify degree	AAS - Management		The Business division is adopting five core courses that need to be included in this degree program: ACCT 2010, BADM 2010, IMG T 2400, MGT 2100, and MKT 2100. These have been added accordingly.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	71

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Create new degree	AAS Web Development		Our new Web Development degree will focus on the technologies used to create and operate an effective website or e-business. This program will be very technology based, with advanced coursework in computer networking and programming, as well as web development and design. As such, this program will focus much more on the back office technologies involved with web development, including advanced web authoring, HTML scripting, Visual Basic programming, and database design	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	75
Create new degree	AAS - Entrepreneurship		This is currently being offered as a minor at UW for business majors. It is also being offered as a degree at LCCC. This degree provides basic business knowledge needed to run a business successfully.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	79
Create new degree	AAS - Leadership and Organizational Management		This degree is intended to provide expertise for small business owners who want to grow their businesses by adding workers, but do not have the option to move elsewhere to pursue a four year degree and learn how to be effective leaders. It will allow students who want to join smaller businesses an opportunity to receive training in this essential skill without having to pursue a four-year degree.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	83
Create new degree	AAS - Human Resource Management		This degree program is being created as the result of increased demand for human resources professionals throughout the state of Wyoming. Overall employment of human resources, training, and labor relations managers and specialists is expected to grow faster than the average for all occupations through 2014.	ER - Adequate CC - Failed 5/2/07 - sent back for revisions	87
4/18/07				PACKET ENDS - 90	

**History of Action on Courses/Programs
Casper College Curriculum Committee
May 2, 2007, 4:00 p.m. PS 111**

SUPPLEMENTAL PACKET

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
	BUSINESS DIVISION				
Create new course	MGT 2XXX - Conflict Management MGT 2010	3 Lec, 3 Cr.	This course is being added as part of a new leadership degree. Today, managers spend almost thirty percent of their time addressing conflicts among coworkers. This course is designed to provide tools and training that are many times lacking for managers, and help them resolve and manage conflicts in an effective manner. <i>Students in this course will explore theories and techniques of conflict management and resolution. They will have an opportunity to evaluate which theories are appropriate in the workplace, especially as it relates to interpersonal, group and system conflict and negotiation. The focus is on arriving at solutions that benefit all parties involved without resorting to litigation. Prerequisite: MGT 2100, and completion or concurrent enrollment in MGT 2150.</i>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	1
	HEALTH SCIENCE DIVISION				
Create new course	PAR 2040 - Paramedic Clinical Lab I Program put on hold Aug 2007	12 Lab, 4 Cr.	See justification on next page. <i>Clinical application of the theory of paramedic practice. Students must pass all skills before advancing into clinical rotations. Prerequisite: PAR 2000; concurrent enrollment: PAR 2010, 2020, 2030.</i>	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	5

Action	Course/Title	Cr. Hrs.	Course Description or Justification	Comments	Pg #
Modify existing course prefixes and titles	PEMT 1XXX - Paramedic Fund. PEMT 2XXX - Medical Emergencies I PEMT 2XXX - Traumatic Emerg. PEMT 2XXX - Special Emergencies PEMT 1XXX - Paramedic Lab PEMT 1XXX - Paramedic Pract I PEMT 2XXX - Paramedic Pract II PEMT 2XXX - Medical Emerg. II PEMT 2XXX - Paramedic Internship Program put on hold Aug 2007		PAR 2000 - Introduction to Paramedic Practice PAR 2010 - Medical Emergencies PAR 2020 - Traumatic Emergencies PAR 2030 - Spec. Consid. in Paramedic Practice PAR 2040 - Paramedic Clinical Lab I PAR 2100 - Advanced Paramedic Practice (6) PAR 2100 - Advanced Paramedic Practice (6) PAR 2110 - Paramedic Clinical II PAR 2120 - Paramedic Internship The Program Director, Division Chair and Dr. Simone have been working on a Memorandum of Agreement (MOA) with Weber State University to partner with Casper College for our Paramedic program. In order to assist in this transition, another prefix name is being requested from PEMT to PAR (same as WSU). Based on the draft of the MOA with Weber State, a change in the curriculum is also submitted. Casper College will partner with WSU through December 2009, so that CC Paramedic students will earn the Paramedic Certificate through WSU and the AS degree through CC. January 2010, the CC paramedic program will be independent and will seek our own national accreditation at that time. We have been working on this partnership for over one year now.	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	5 (cont.)
Modify existing degree	AS - Paramedic Technology Program put on hold Aug 2007		(see Justification above)	ER - Adequate CC - Passed 5/2/07 FS - Passed 5/7/07 AC - Passed 5/9/07	5 (cont.)
5/08/07				PACKET ENDS -	12