



Curriculum Committee Minutes

June 11, 2019 – 2:00 p.m.

Bldg. 19, Room 124

Attendees: Teresa Borchardt, Dr. Chris Chen Mahoney, Mabel Edmonds, Dean Kelly, Dr. Claire Korschinowski, Hannah Precour, Don Souza, Carrie VanBeek

Absent: Michelle Barre, Michael Bowman, Robert Carver, Franklin Clark, Lisa Colombini-Hyke, Cristeen Crouchet, Myra Griffin, Michelle Hillesland, Elaine Holster, Wendy Joseph, Timothy Kvamme, Dr. Judy Loveless-Morris, Kelley Meeusen, LaRita Montgomery-Mandley, Cindy Mowry, Melissa Siedlicki, Carrie Van Beek, Mike Wheeler, Kristy Crosby, Tyler Scott

Non-Voting: Megan Davis, Roxanne Sou

Guests: Poppy Bushnell, Debbie Ewald, Jay Lanphier, Jody Randall, Julie Lancour, Annmarie Solbrack, CJ Meyer, Tracy Songao

1) Call to Order

Mabel called the meeting to order at 2:00 pm

2) Safety Awareness

Mabel reviewed safety procedures to follow in case of an emergency

3) Approval of Minutes

The minutes from May 14, 2019 were approved as written

MOTION TO APPROVE: Dean Kelly

MOTION SECONDED: Claire Korschinowski

MOTION CARRIED

4) New Business

- **Architectural Engineering Design**

All minor changes. Courses will be taught hybrid, which opens up time on students' schedule for gen eds. Changes will be reflected in the class schedule.

Revisions effective summer 2019. *Minor revision documented for the record.*

- **Computer Networking and Information Systems Security**

Changes occurred on course outlines to match what was already in the catalog. Updated pre and co prerequisites and CIP codes.

Revisions effective summer 2019. *Minor revision documented for the record.*

- **BAS-OPM**

The BAS Strategic Planning Group was formed. The group consists of representatives from several different departments. The group took a look at program policies and noticed discrepancies in the GPA requirements. The requirements to enter the BAS-OPM program has been clearly defined in the catalog as: an associate degree (AAT, AA, AAS-T), overall GPA 2.3, min 2.0 GPA in each gen ed courses. The graduation requirements require a min grade of 2.0 in all courses.

There was a discussion regarding what "successful completion" means when looking at prerequisites for courses. (i.e. Prerequisite reads: successful completion of ENGL& 101). Advisors need this clarified while advising students; students need this clarified so they know what grade is expected of them. The committee would like to have a note or disclaimer as to what "successful completion" means.

Revisions effective summer 2019. *Minor revision documented for the record.*

- **MATH& 141, 152**

After talking with faculty, prerequisites will be revised to Math 99 for both courses. A committee member brought up a concern regarding other colleges requiring Math& 141 as a prereq to 152 and will that cause issues for students who transfer. More conversation will take place before changes will be made.

5) Consent Agenda

- **Intensive English Program**

New courses; effective fall 2019.

MOTION TO APPROVE: Dean Kelly

MOTION SECONDED: Don Souza

MOTION CARRIED

- **Dental Assisting**

After review, the degree changes are not ready. At the last curriculum meeting, it was brought up that the certificate program is 96 credits. The decision has been made to eliminate the certificate.

Discussion took place on when the certificate program should become inactive. Dental faculty and Brandon will check with students enrolling this fall and registration to see when the certificate will officially become inactive.

MOTION TO APPROVE: Don Souza

MOTION SECONDED: Claire Korschinowski

MOTION CARRIED

New motion by Claire K. – electronic vote once the inactive yr/qtr is clarified.

MOTION SECONDED: Don Souza

MOTION CARRIED

- **Practical Nursing**

A committee member brought up a concern regarding credits changing and if students will be affected – possibly owing money. The committee decided to table until clarification.

TABLED – For Future Electronic Vote

6) Continuing Business – None

7) Action Items – Complete next steps for the following detailed in parenthesized minutes:
Submit course outlines/scope and sequences to Final Curriculum Documents folder after approval to be routed by VPI office.

8) Committee Reports

Committee for Outcomes on Learning Assessment -
eLearning Council –

9) Next Meeting/Adjournment

The next regularly scheduled meeting will be held on June 9, 2019 in building 19 room 124.

Mabel Edmonds

Vice President for Instruction
Curriculum Committee Chair

7/16/19
Date