

Curriculum Committee  
February 3, 2015  
BH 140  
MINUTES

**Members Present:** Janice Alexander, Gregg Davis, Rick Halverson, Lowell Jaeger, Kristen Jones, Kris Long, Dawn Rauscher, Laura VanDeKop, Pete Wade

**Others Present:** Chris Clouse, Cindy Kiefer, Marlene Stoltz, Connie Hitchcock, Chad Shilling

**Action Items:**

- Approval of December 14, 2014 minutes, p. 1 – 3 **APPROVED**  
Rick Halverson moved to approve the minutes; Kris Long seconded the motion, which passed unanimously.
- Graduation Substitution: Michael Craig, p. 4 **APPROVED**  
Pete Wade presented this substitution request. Lowell Jaeger Gregg Davis moved to approve the request; Kris Long seconded the motion, which passed unanimously. Marlene Stoltz noted that independent studies courses are not typically used to satisfy graduation requirements. This is a one-time exception.
- Graduations Substitution: Candace Berry, p. 5-12 **APPROVED**  
Pete Wade explained this graduation substitution request. The Math Department approves of this substitution. Kris Long moved to approve this request; Rick Halverson seconded the motion, which passed unanimously.
- Graduation Waiver: Sean Malone, p. 13 **NO VOTE NECESSARY**  
Dan Voermans explained that the student may not need this waiver if he chooses to take another course. Marlene Stoltz explained that a prior Curriculum Committee decided that FVCC can waive up to three credits of the last 10-credit requirement without this committee's approval. She requested clarification on whether the committee is still in approval of that arrangement. The committee still supports this arrangement, making a vote on this request unnecessary.
- Add the General Education and Related Instruction Learning Outcomes to appropriate course profiles p. 14-19 **APPROVED**  
Laura VanDeKop explained the proposal on behalf of the Gen Ed Team to revise the way Gen Ed information is displayed on course profiles. Gregg Davis moved to approve the proposal; Dawn Rauscher seconded the motion, which passed unanimously.
- MCH 191 Introduction to CNC Machining (pilot) p. 20-23 **APPROVED**  
Pete Wade explained the proposal to offer this pilot course for high school teachers to earn renewal credits. Kris Long moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.

- MCH 125 Introduction to CNC Lathe Operations, MCH 127 Introduction to CNC Mill Operations (revisions) p. 24-28 **APPROVED**  
Pete Wade explained the proposal to revise these two courses. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- Machinist Technician Tiers I and II (revision) p. 29-30 **APPROVED**  
Pete Wade explained the proposal to revise these two programs. Gregg Davis moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- Senior Institute Courses (revisions) p. 31 **APPROVED**  
Connie Hitchcock explained the proposal to increase the fee for Senior Institute courses due to increased costs for food and supplies. Lowell Jaeger moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- PSCI 230 Introduction to International Relations (new) p. 32-35 **APPROVED**  
Rick Halverson explained the proposal to add this new course. Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- PSCI 212B Introduction to American Issues and Policy Making (deletion) p. 36-37 **APPROVED**  
Rick Halverson explained the proposal to delete this course, as it has not been taught for a long time. Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- PSCI 210 Introduction to American Government (revision) p. 38-39 **APPROVED**  
Rick Halverson explained the proposal to change the semester offered for this course. Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- PSCI 250 Introduction to Political Theory (revision) p. 40-42 **APPROVED**  
Rick Halverson explained the proposal to change the semester offered and Gen Ed designation for this course. Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.

#### **Discussion Items:**

- Voting Membership – Laura VanDeKop on behalf of the Gen Ed Team.  
Laura VanDeKop presented a discussion the Gen Ed Team had about Curriculum Committee membership, specifically regarding a voting position from the Learning Center. Now that the TRIO grant does not oversee developmental courses in math and writing, the TRIO director does not have purview over any academic courses. Discussion followed regarding the current membership ratio of faculty and administration. Gregg Davis moved to remove the Learning Center voting position from this committee. Laura VanDeKop seconded the motion. Lowell Jaeger expressed concern that without a vote from the Learning Center, developmental students in particular may not be effectively represented. Dawn Rauscher recommended that the Learning Center continue to attend meetings but without a vote. Discussion followed about how to best represent student interests on this committee. The motion passed with eight in favor, two opposed and one abstention. **PASSED**

- Exempting students with prior bachelor's (or above) degrees from RI requirements – Laura VanDeKop on behalf of the Gen Ed Team.

Laura VanDeKop asked the committee for feedback on exempting students with bachelor's degrees from RI requirements and explained that if a student has earned a bachelor's degree or higher, he or she has likely meet the RI requirements. Marlene Stoltz explained that is not necessarily the case, depending on where and when the degree was earned. Rick Halverson suggested that program directors make the decision on a case-by-case basis, rather than the Curriculum Committee. Currently, directors have control over program courses, but not over Gen Ed or RI requirements. Janice Alexander moved that RI substitutions get approval by the program director, division chair and Gen Ed Team rather than the Curriculum Committee; Rick Halverson seconded the motion, which passed unanimously. Marlene Stoltz will change the form and Emily Jense will adjust page 34 in the catalog to reflect this decision. **PASSED**

- March Curriculum Committee Meeting – Kristen Jones  
Kristen Jones proposed that March 2<sup>nd</sup> be the deadline for both the March 10<sup>th</sup> and March 24<sup>th</sup> Curriculum Committees.

**FYI:**

- NRS 106 Nursing Assistant Course, ECP 130 Emergency Medical Technician, and Commercial Driver's License courses will be listed in the 2015-2016 catalog as "Certification and Licensure Training Courses"