

Curriculum Committee
March 10, 2015
BH 140
MINUTES

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

Others Present: Rob Blackston, Chris Clouse, Heather Estrada, Cindy Kiefer, Connie Hitchcock, Chad Shilling, Marlene Stoltz

Action Items:

- Approved of Minutes from February 3, 2015 Curriculum Committee Meeting **APPROVED**
p. 1-3
No updates or changes. *Kris Long moved to approve the minutes; Rick Halverson seconded the motion, which passed unanimously.*

- Payroll Accounting CAS (revision) p. 4-6 **APPROVED**
Connie Hitchcock explained the proposal to delete three courses from and add three courses to the Payroll Accounting CAS in order to include more practical skills. *Kris Long moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.*

- BFIN 260 Principles of Finance (revision) p. 7-9 & BFIN 224 Cash Flow Analysis (revision) p. 10-11 **APPROVED**
Connie Hitchcock explained the proposal to make some minor changes to these courses: BFIN 260 update the prerequisites, semester offered, and learner outcomes and BFIN 224 update the prerequisites. *Rick Halverson moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.*

- Industrial Maintenance – Tier I & Tier II (revision) p. 12-13 **APPROVED**
Pete Wade explained the proposal to reorder the courses between the two tiers. *Kris Long moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.*

- Forestry changes were combined for voting: **APPROVED**
 - FORS 120 Forestry Navigation (revision) p. 14-16
Janice Alexander explained the proposal to change the semester offered.
 - FORS 230 Forest Fire Management (revision) p. 17-19
Janice Alexander explained the proposal to make changes to the wording of the course outcomes and catalog description and remove the prerequisite of “instructor’s consent.”
 - FORS 232 Forest Insects and Diseases (revision) p. 20-22
Janice Alexander explained the proposal to change prerequisites and lab fees, removing the BIOB 160 prerequisite and changing the prerequisite of FORS 152 to NRSM 161 and doubling the lab fees from \$10 to \$20 to allow purchase of more necessary lab supplies.
Rick Halverson moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.

- SRVY 245 GPS Mapping, SRVY 246 Introduction to GPS for Surveyors, **TABLED**
 SRVY 275 Analytic Photogrammetry and Remote Sensing, FORS 251 Photogrammetry and
 Remote Sensing (revisions) p. 23-31
 Janice Alexander explained the proposal to remove the prerequisites and update the
 learning outcomes for the four courses. Pete Wade asked how SRVY 245 & 246 differ. Janice
 clarified they do have different emphases. Chris Clouse and Pete commented that the course
 learner outcomes are exactly the same for both courses and they should be different. Janice
 discussed that they are meant for different areas of interest. Brenda commented that
 catalog descriptions are exactly the same which would cause confusion for students.
- Web Technology AAS (revision) p. 32-35 **APPROVED**
 Dawn Rauscher explained the proposal to change the number of credits in the program due
 to a previously approved course credit change. In addition, Dawn would like to change the
 wording so that an internship can be substituted for an approved course. *Rick Halverson*
moved to approve the proposal; Brenda Hanson seconded the motion, which passed
unanimously.
- Medical Coding AAS (revision) p. 36-38 **APPROVED**
 Dawn Rauscher explained the proposal to replace TASK 145 with AHMS 108 for this
 program. Brenda asked if TASK 145 should be deleted altogether. Connie Hitchcock and
 Dawn will see if it can be deleted. *Rick Halverson moved to approve the proposal; Pete Wade*
seconded the motion, which passed unanimously.
- Support Professional AAS (revision) p. 39-41 **APPROVED**
 Dawn Rauscher explained the proposal to change the math options for this program to
 include an “or” statement. *Kris Long moved to approve the proposal; Laura VanDeKop*
seconded the motion, which passed unanimously.
- AHMS 252 Computerized Medical Billing (revision) p. 42-44 **APPROVED**
 Dawn Rauscher explained the proposal to omit the prerequisite for this course, as it is no
 longer needed. *Lowell Jaeger moved to approve the proposal; Pete Wade seconded the*
motion, which passed unanimously.
- Orphan Courses (deletion) p. 45 **APPROVED**
 Connie Hitchcock explained the proposal on behalf of the Program Review Committee to
 delete the list of courses. These are all courses that are no longer offered or needed for any
 programs. Marlene Stoltz asked if these will follow the 5-year-rule: if the course is required
 in a program, students have five years to complete it. Connie doesn’t believe any of the
 listed courses were required for programs for students to be able to graduate. *Janice*
Alexander moved to approve the proposal; Rick Halverson seconded the motion, which passed
unanimously.

Delete the following courses.

ANTY 236 Anthro of Comparative Religion	CMPA 260 Information, Media, and Technology
ARTJ 100 Introduction to Jewelry I	ID 31 Reading Strategies for Success
ARTJ 101 Introduction to Jewelry II	ID 102 Transition to College II
ARTJ 223 Forging and Smithing III	JRNL 211 Adv Student Publications I
ARTJ 241 Jewelry Design Rendering II	JRNL 212 Adv Student Publications II
ARTJ 252 Wax Modeling and Casting III	JRNL 298 Coop Education/Internship
ARTJ 281 Jewelry Repair II	PHL 256 Philo of Non-Vinc: Gandhi/King
ARTJ 298 Coop Education/Internship	TASK 170 Electronic Calculators
CAPP 090 Short Courses: Computer Basics	TASK 201 Production Keyboarding
CAPP 101 Short Courses: The Internet	TASK 202 Machine Transcription
	WRIT 080 Building Basic Writing Skills

- Teacher Camp Courses (pilot) p. 46-59 **APPROVED**
Laura VanDeKop explained the proposal to offer “Teacher Camp” for K-12 Educators: courses for local educators to complete in two weeks to meet certification renewal requirements. This went through Faculty Senate. *Rick Halverson moved to approve the proposal; Lowell Jaeger seconded the motion, which passed unanimously.*
- M 61 Basic Mathematics (revision) p. 60-62 **APPROVED**
Laura VanDeKop explained the proposal to change course fees, prerequisites, and catalog description. Financial aid can no longer support funding pre-college-level math courses, so it should be clearly indicated in the catalog that the course is not eligible for financial aid. *Pete Wade moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.*
- EDU 294 Raw History: Teaching about Native Americans with **APPROVED**
Primary Documents (pilot), EDU 294 The Americans before Columbus: Book Study of 1491 by Charles Mann (pilot) p. 63-68
Chad Shilling explained the proposal to create two new courses designed to provide certification renewal credits to Libby and Troy educators. Chad would like to run “The Americans before Columbus” as a late-start this current semester, spring 2015. *Kris Long moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.*
- IAFS Program (revision) p. 69-70 **APPROVED**
Heather Estrada explained the proposal to delete BIOB 111L this course, as it does not transfer. Credits in the program will still be 65 or more. *Pete Wade moved to approve the proposal; Lowell Jaeger seconded the motion, which passed unanimously.*
- BIOB 111L Plant Science Lab (deletion) p. 71-73 **APPROVED**
Heather Estrada explained the proposal to delete BIOB 111L. *Pete Wade moved to approve the proposal; Lowell Jaeger seconded the motion, which passed unanimously.*
- Biology courses prerequisites (revisions) p. 74-93 **TABLED**
Janice Alexander explained the proposal to make changes to the prerequisites for biology courses. Brenda Hanson foresees this being an issue for nursing students who will have to wait to get an instructor’s signature. Kristen Jones noted that this is also an issue since

prerequisites are now being enforced. Chris Clouse suggested having BIOH 211 as a prerequisite, since nursing students already have to take it.

- B100 215N Field Botany (revision) p. 94-95 **TABLED**
Janice Alexander explained the proposal to change B100 215 to lecture only and allow students to be able to repeat the class. Marlene Stoltz noted that students cannot repeat a Gen Ed course. Laura VanDeKop asked if the course could be repeatable, but not the Gen Ed. Marlene stated Gen Ed courses are not meant to be repeated. Cindy Kiefer clarified this would cause problems for Financial Aid as well.
- NSCI 102NL The Nature of Science (revision) p. 96-98 **APPROVED**
Janice Alexander explained the proposal to revise the rubric and course title to BIOB 126, to meet needs of Elementary Education students. Marlene Stoltz asked about the reason for the level of the course. Janice noted that UM and others feel these are not 200-level courses. *Kris Long moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.*
- Surgical Technology changes were combined for one vote: **APPROVED**
 - AHST 101 Introduction to Surgical Technology (revision) p. 99-104
Rob Blackston explained the proposal to add AHST 101 as a prerequisite course for the Surgical Technology program. This introductory course will help students determine if the program is a good fit, with the end goal of improving program retention rates.
 - AHST 201 Surgical Procedures I, AHST 202 Surgical Procedures II (new) p. 105-108
Rob Blackston explained the proposal to add two new courses to allow for more in-depth coverage of all 12 surgical specialties. These courses will replace AHST 203 in the program.
 - AHST 203 Applied Surgical Technology Procedures (delete) p. 109-110
Rob Blackston explained proposal to delete AHST 203, which is being replaced by AHST 201 and AHST 202. This will help align this program with Great Falls and UM programs. Rob clarified that the number of overall program credits will remain the same.
 - Surgical Technology Program (revision) p.111
Rob Blackston explained proposal to revise the Surgical Technology program by requiring BIOH 211 as a prerequisite instead of part of the program and dropping CAPP 131. Kris Long commented that the A & P II would be very beneficial for students to have completed before starting the program, and Chris Clouse agreed that would align with what other programs are doing. Discussion followed on the timing of the program, and Rob clarified it is arranged based on clinical site availability.
Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- NSCI 103 General Science: Physical Science (revision) p. 112-114 **APPROVED**
Janice Alexander explained the proposal to change NSCI 103NL to PHSX 126NL and revise the title, description, and learner outcomes to help satisfy transfer needs. *Pete Wade moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.*
- Welding Programs **APPROVED**
 - Welding Technology: Fabrication and Inspection options, Welding Technology Certificate (deletions) p. 115-118
Pete Wade explained the proposal to delete the current AAS degree and replace it with two AAS degrees.

- Welding and Inspection Technology AAS (new) p. 119
Pete Wade explained the proposal to add this AAS program, which will replace the Inspection option of the program deleted above.
 - Welding and Fabrication CTs, CAS, AAS (new) p.120
Pete Wade explained proposal to add this AAS program, which will replace the Fabrication option of the program deleted above.

Kris Long moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- WLDG 145 Fabrication Basics I (revision) p. 121-123 **APPROVED**
Pete Wade explained the proposal to change the semester that WDLG 145 is offered to fall and spring. *Brenda Hanson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.*
- ETEC 191 Introduction to Electronics (pilot) p. 124-127 **APPROVED**
Pete Wade explained the proposal to add ETEC 191 as a one-week summer course for high school teachers in Teacher Camp. Gregg Davis asked if that really meets the 45 contact hours needed to earn the three credits. Discussion followed that maybe it should be a hybrid course; Pete noted there will be work inside and outside of class time. It was suggested that it should be hybrid to complete the 45 hours in one week. *Myrna Ridenour moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.*
- ETEC 1xy Panel Wiring and Soldering (new) p. 128-131 **TABLED**
Pete Wade explained the proposal to add a new course to the Electronics Technician program. Pete is not sure yet what the course number will be. He wants to delete EELE 101 from the Electronics Technician program and move CAPP 106 and MCH 101 from Tier II to Tier I. Chris Clouse asked if EELE 101 is required in other programs. Pete noted no, but Chris asked about Jim Boger's students who have taken this. Kristen Jones mentioned that if OT students are not taking EELE 101, there may not be enough enrollment to run it. *Tabled until Pete can communicate with Jim Boger about deleting EELE 101.*
- ETEC 285 Advanced Programmable Controllers (revision) p. 132-133 **TABLED**
Tabled along with previous submission.
- Electronics Technician program (revision) p. 134 **TABLED**
Tabled along with previous submission.
- ARTJ 234 Jewelry Design and Modeling (revision) p. 135-137 **APPROVED**
Lowell Jaeger explained the proposal to remove ARTJ 234 from the Interactions Related Instruction list, as another course in the program fulfills the interactions requirement. *Janice Alexander moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.*
- MART 222 3D Motion Design (new) **APPROVED**
Dawn Rauscher would like to add MART 222 to replace GDSN 267 and 268, which will be deleted at the next meeting. Connie Hitchcock mentioned that previous graphic design courses were no longer applicable to student needs and not a good fit for the program. *Kris Long moved to approve the proposal; Gregg Davis seconded the motion, which passed unanimously.*

- ARTZ 209 Introduction to Professional Practices (new) **APPROVED**
 The Art Department would like to add ARTZ 209 Introduction to Professional Practices to better prepare students to photo their work for portfolio development. Kristen mentioned that the existing one-credit portfolio course doesn't typically get the enrollment required to run. Lowell Jaeger is hoping that increasing the credits will result in higher enrollment. Pete Wade asked why students would register for a 3-credit, non-required course. Lowell thinks it will help students who want to learn how to market their art. Janice Alexander thinks degree-seeking students would take it to help their portfolios. Connie Hitchcock mentioned there is strong support from faculty who will be encouraging students to enroll. *Kris Long moved to approve the proposal; Laura VanDeKop seconded the motion, which passed unanimously.*
- ARTZ 222 Painting Studio: Oil Painting Human Figure (new) **APPROVED**
 The Art Department would like to this course, which will focus on painting live models and will require a higher lab fee than the other oil painting courses. No program requires this course. *Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.*
- ECP courses (revisions) p. 147-179 **APPROVED**
 Kris Long explained the proposal to remove prerequisites from ECP courses, update descriptions, semester offered, learner outcomes, and change credit hours. Updating catalog descriptions and learning outcomes will meet national EMS guidelines. *Myrna Ridenour moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.*
- Paramedicine Program (revision) p. 180-181 **APPROVED**
 Kris Long explained the proposal to change core offerings to shorten program from 21 to 12 months, running consecutively fall, spring, and summer semesters. EMS standards require students must complete this program within 24 months, so currently students do not have much room for error. Also, having students in the field during the summer would be beneficial as the call volume is very high for incidents and accidents; students could get good experience during this time. Currently there will be an overlap of students if this changes right now, so there may be a need for additional adjuncts this fall, but after the fall it would go back to normal. There will be a 2-credit change in the overall program requirements. *Lowell Jaeger moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.*
- Graduation Substitution p. 182 **APPROVED**
 Connie Hitchcock explained that this student is going on the London trip and wanted to substitute this course as a humanities gen ed. This student was under the impression it did substitute as a humanities and Marlene Stoltz mentioned that this substitution was accepted in the past. Lowell Jaeger cautioned that since the student was under the impression that it was done before, it needs to be made known that these type of exceptions are not allowable. Dawn Rauscher noted it should be a discussion at the next Gen Ed Team meeting. *Kris Long moved to approve the substitution; Pete Wade seconded the motion, which passed with six in favor and four opposed.*

Discussion Items:

- General Ed equivalencies from transfers – Marlene Stoltz
Marlene asked the committee if they would be comfortable granting her the permission, when students transfer in from out-of-state schools, to accept courses such as Intro to Psychology or Intro to Microeconomics as equivalent to FVCC courses, rather than as meeting general education requirements. Marlene asked division chairs to get feedback on this from their departments and report back.