

Curriculum Committee
December 6, 2013
BH 140, 1 p.m.
Agenda

Members Present: Janice Alexander, Lynn Farris, Rick Halverson, Brenda Hanson, Rich Haptonstall, Don Hickethier, Kris Long, Kristen Jones, Myrna Ridenour, Laura VanDeKop, Pete Wade, Karla West

Others Present: Chris Clouse, Connie Hitchcock, Jessica Hopkins, Cindy Kiefer, Sharon Nau, Marlene Stoltz, Dan Voermans

Action Items:

- **Approval of Minutes from November 1, 2013** **APPROVED**
Pete Wade moved to approve the minutes as amended; Janice Alexander seconded the motion, which passed unanimously.
- **Technician Track Level I (revision)** **APPROVED**
Pete Wade explained the proposal to revise the Technician Track Level I program to provide options for students to take either the electrical track or the machining track. Janice Alexander moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- **CJLE 109C Police Report Writing, CJUS 121A Introduction to Criminal Justice, SOCI 260 Introduction to Juvenile Delinquency (revisions)** **APPROVED**
Rick Halverson explained the proposal to change the semester this course is offered from “intermittently” to “spring.” Brenda Hanson moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.
- **Graduation Substitution** **APPROVED**
Don Hickethier explained this graduation substitution request for Teri Burrows. Rick Halverson moved to approve the substitution; Pete Wade seconded the motion, which passed unanimously.

The graduation substitution request for Matt Hartman has been removed from the agenda.
- **MCH 121 Mill and Lathe Systems (revision)** **APPROVED**
Pete Wade explained the proposal to revise the number of lecture and lab credits for this course in order to accurately reflect current practice. Janice Alexander moved to approve the proposal; Laura Van de Kop seconded the motion, which passed unanimously.
- **MCH 101 Introduction to Manufacturing Processes, WLDG 100 Introduction to Welding Fundamentals (revisions)** **APPROVED**
Pete Wade explained the proposal to increase the lab fee for these courses to pay for students to complete an OSHA training. Brenda Hanson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.

- **HVC 230 HVAC Electrical II (revision)** **APPROVED**
 Pete Wade explained the proposal to change the prerequisite for this course from ELCT 100 to HVC 130. Rich Haptonstall moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.
- **M 065, M 090, M 095 (revisions)** **APPROVED**
 Laura VanDeKop explained the proposal to change the lab fees for these courses to pay for increased software costs. Rick Halverson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.
- **Fall 2013 Program Review Summaries** **APPROVED**
 Jessica Hopkins reviewed the Program Review Summaries from fall 2013. This semester the Program Review Committee reviewed 20 programs. Janice Alexander mentioned that the process for Curriculum Committee action items that come from Program Review needs to be clarified. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **CHIN 101GH and CHIN 102GH (deletions)** **APPROVED**
 Rich Haptonstall explained the proposal to delete these courses. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **Medical Transcription Certificate – place in moratorium** **APPROVED**
 Karla West explained the proposal to place this program in moratorium because of a diminished need for medical transcriptionists. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **HIT Certificate – remove from moratorium** **APPROVED**
 Karla West explained the proposal to take this certificate out of moratorium with some revisions, in conjunction with the Rural Health Grant. Brenda Hanson mentioned that in the past there has been a lack of student interest in this program, but the grant could generate interest. The program will be reinstated for summer 2014 semester. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **FORS 295 Field Experience: Logging Resources (revision)** **APPROVED**
 Don Hicketier explained the proposal to revise this course by removing the course fee and adding a prerequisite. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **MUSI 135 Keyboard Skills I, MUSI 136 Keyboard Skills II, MUSI 230 Intermediate Keyboard I, MUSI 231 Intermediate Keyboard II (revisions)** **APPROVED**
 Karla West explained the proposal to update the course descriptions for these courses. Discussion followed about other revisions needed to the course profiles. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **BIOO 215 Field Botany (revision)** **APPROVED**
 Don Hicketier explained the proposal to revise the catalog description for this course. Pete Wade moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.

- Senior Institute (Pilot Courses): Intro to Oil Painting, Poetry Workshop for Seniors, Seniors Go Social: How to Use Today's Social Media, Birds of Northwest Montana, Senior Passport to the World, Line Dancing for Seniors**

Senior Institute (Revisions): Watercolor for Seniors, Creative Writing for Seniors: Tell your Stories, Classical Mythology for Seniors, Ceramics for Seniors, Intro to Photography for Seniors, Beginning Computers for Seniors, The Civil War: Roots and Echoes for Seniors, Glacier National Park: Transcending Time for Seniors, Beginning Yoga for Seniors **APPROVED**

Connie Hitchcock explained the proposal to add these pilot courses and increase the lab fees to cover the cost of providing lunch. Brenda Hanson moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- ACT 191 Boot Camp, ACT 191 Aqua Zumba (new)** **APPROVED**

Kris Long explained the proposal to add these new courses. Don Hickethier moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- Web Technology Program (revisions)** **APPROVED**

Don Hickethier explained the proposal to revise this program. Jessica Hopkins mentioned that this proposal came out of a colloquium. Rick Halverson moved to approve the proposal; Karla West seconded the motion, which passed unanimously.
- Graphic Design Transfer Program (deletion)** **APPROVED**

Rick Haptonstall explained the proposal to delete this program's catalog page. Brenda Hanson mentioned that this makes it look like FVCC has fewer transfer options for students. Discussion followed about necessary qualifications for teaching common course numbered courses. Pete Wade moved to approve the proposal; Laura Van de Kop seconded the motion. Myrna Ridenour mentioned that the proposal says to delete the articulation agreement with MSU Northern, not the program. Laura Van de Kop moved to approve deletion of the catalog page, but not the articulation agreement; Pete Wade seconded the motion, which passed with one abstention.
- CPMA 274 Interactive Media for the Web (revision)** **TABLED**

Karla West explained the proposal to update these course profiles. Discussion followed about the prerequisite of WEB 220, which is a course that hasn't yet been brought to the committee. Rich Haptonstall moved to table the proposal until WEB 220 has been created; Rick Halverson seconded the motion, which passed unanimously.
- CPMA 275 Web Development Tools: Dreamweaver (revision)** **APPROVED**

Karla West explained the proposal to revise this course. Rich Haptonstall moved to approve the proposal; Laura Van de Kop seconded the motion, which passed unanimously.
- GDSN 148 Digital Illustration I, GDSN 149 Digital Imaging I, GDSN 200 Intro to Desk Publishing, GDSN 247 Digital Portfolio Preparation, GDSN 248 Digital Illustration II, GDSN 249 Digital Imaging II, GDSN 250 Graphic Design I, GDSN 267 3D Animation - Modeling I, GDSN 268 3D Animation - Modeling II (revisions)** **TABLED**

Rich Haptonstall moved to table these revisions until further clarification is provided; Pete Wade seconded the motion, which passed unanimously.

- **CSCI 100 Introduction to Programming, CSCI 104 Programming with Alice, CSCI 111 Programming with Java I, CSCI 113 Programming with C++1, CSCI 121 Programming with JAVA II, CSCI 210 Web Programming, CSCI 232 Data Structures and Algorithms, CSCI 240 Databases & SQL (revisions)** **APPROVED**
Don explained the revisions of these courses to more accurately reflect the objectives. Pete Wade moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.

Discussion Items:

- **Curriculum Committee submission process – Pete Wade**
Discussion followed about the need to get all the signatures requested on the Progress form. Kristen Jones suggested we continue with the current process until the decision is made whether or not to go to a web-based system.
- **Signature required after first day of class**
This item will be addressed at the January 2014 meeting.