

Curriculum Committee  
March 25, 2014  
BH 140, 3 p.m.  
MINUTES

**Members Present:** Janice Alexander, Rick Halverson, Brenda Hanson, Kristen Jones, Dawn Rauscher, Myrna Ridenour, Laura VanDeKop, Pete Wade

**Others Present:** Chris Clouse, Nancy Hanchett, Connie Hitchcock, Jessica Hopkins, Marlyn James, Cindy Kiefer, Pam Klein, Sharon Nau, Carole Pinnell, Peter Pohl, Marlene Stoltz, Dan Voermans, Karla West

**Action Items:**

- Approval of Minutes from February 25, 2013 **APPROVED**  
Pete Wade moved to approve the minutes; Rick Halverson seconded the motion, which passed unanimously.
- ID 191Z Critical Reading/Critical Writing (revision) **APPROVED**  
Carole Pinnell explained the proposal to add this course in critical reading and writing. This course was previously approved as a pilot course and will be unique to FVCC, numbered at the 100-level. Brenda Hanson thinks it should not be under the COMX rubric. Discussion followed regarding the appropriate rubric. Kristen moved to approve the course as a communications gen ed., but with a modified title and description; Lynn Farris seconded the motion, which passed with one opposed.
- EDU 222 Educational Psychology and Child Development (new) **APPROVED**  
Marlene James explained the proposal to add this course. Kris Long moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- EDU 231 Literature and Literacy for Children (new) **APPROVED**  
Marlyn James explained the proposal to add this course. Brenda Hanson moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- Small Business Management AAS (revision) **APPROVED**  
Ronnie Laudati explained the proposal to revise the Small Business Management AAS degree. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- Entrepreneurship CT (revision) **APPROVED**  
Ronnie Laudati explained the proposal to revise the Entrepreneurship CT program. Brenda Hanson mentioned that other colleges have a math prerequisite for ACTG 201. Pete Wade moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- BGEN XXX Business Innovation: Concept to Launch (new) **APPROVED**  
Ronnie Laudati explained the proposal to add this new course as part of the new Business Innovation and Development CT program. Dawn Rauscher thinks students in other programs would be interested in taking this course. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- Business Innovation and Development CT (new) **APPROVED**  
Ronnie Laudati explained the proposal to add this new certificate in conjunction with the TAACCCT grant. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.

- **BGEN 204 Business Fundamentals (new)** **APPROVED**  
 Ronnie Laudati explained the proposal to add this course as part of the Accounting Transfer program. The course is required at MSU. Pete Wade moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **ACTG 223 Financial Accounting II (new)** **APPROVED**  
 Ronnie Laudati explained the proposal to add this course as part of the Accounting Transfer program. The course is required at MSU. Pete Wade moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **Accounting Transfer (new)** **APPROVED**  
 Ronnie Laudati explained the proposal to add an Accounting Transfer program. Kristen Jones explained that a needs assessment indicated that the community would like a four-year accounting program in the valley. Kris Long moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- **Accounting Technology AAS and CT (revision)** **APPROVED**  
 Ronnie Laudati explained the proposal to revise the Accounting Technology AAS and CAS programs by changing the math requirement. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **Medical Assistant AAS (revision)** **APPROVED**  
 Karla West explained the proposal to revise this program based on accrediting agency requirements. Kris Long moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.
- **CAPP 104 Short Course: Advanced Quick Books (deletion)** **APPROVED**  
 Karla West explained the proposal to delete this course and add its content to CAPP 103. Janice Alexander moved to approve the proposal; Brenda seconded the motion, which passed unanimously.
- **CAPP 103 QuickBooks Fundamentals (revision)** **APPROVED**  
 Karla West explained the proposal to add one credit to this course. Janice moved to approve the proposal; Brenda seconded the motion, which passed unanimously.
- **AHMA 203 Medical Assisting Clinical Procedures II (revision)** **APPROVED**  
 Karla West explained the proposal to increase the credits for this class from three to four. Pete Wade moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **BGEN XXX Applied Business and Allied Health Math (new)** **APPROVED**  
 Karla West explained the proposal to create this course to replace M 108. The course will be common course numbered at the 100 level. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **MUSI XXX (new)** **APPROVED**  
 Karla West explained the proposal to add this course. It is a three-credit course that can be repeated for up to six credits. This is a special topics course so will not go into the catalog. Rick Halverson moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.
- **M 108 Business Mathematics (deletion)** **APPROVED**  
 Laura VanDeKop explained the proposal to delete this course, as it will be replaced with BGEN XXX. Pete Wade moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- **M 121 College Algebra (deletion)** **APPROVED**  
 Laura VanDeKop explained the proposal to delete this course. Myrna Ridenour explained that the Montana State Nursing Model Curriculum requires M 121, so the nursing department should keep it as an option on their catalog pages. She would like to table this proposal to find

out how deleting it might affect the nursing department. Lynn suggested leaving it in the catalog but not offering it. Brenda Hanson is concerned that we will be the only college that doesn't offer this course. Lynn Farris moved to change the course offering to "intermittently" rather than delete the course; Brenda Hanson seconded the motion, which passed with two opposed.

- M 114 Extended Technical Mathematics (new) **APPROVED**

Laura VanDeKop explained the proposal to add this course to cover higher-level math skills for students in occupational programs. Pete Wade moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.

- M 111 Technical Mathematics (revision) **APPROVED**

Laura VanDeKop explained the proposal to revise this course. Kris Long moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- AHMS 214 ICD-10-CM Coding (revision) **APPROVED**

Dawn Rauscher explained the proposal to revise the title and description of this course to align with industry standards. Rick Halverson moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.

- WRIT 122 Introduction to Business Writing (deletion) **APPROVED**

Dawn Rauscher explained the proposal to delete this course, and replace it with BMGT 205. Pete Wade explained that the instructors in OT are okay with this change, but he is unsure of how it will affect the TAACCCT grant. Rick Halverson moved to approve the proposal; Pete Wade seconded the motion, which passed with one opposed.

- Customer Service CT (deletion) **APPROVED**

Dawn Rauscher explained the proposal to delete this certificate, as it has been in moratorium and there is no interest in reinstating it. Rick Halverson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- Executive/Legal Administrative Assistant AAS (deletion) **APPROVED**

Dawn Rauscher explained the proposal to delete this program as it has been in moratorium and there is no interest in bringing it back. Rick Halverson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- Health Information Technology CT (revision) **APPROVED**

Dawn Rauscher explained the proposal to revise this certificate based on advisory committee input. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.

- ECNS 132 Economics and the Environment (revision) **APPROVED**

Rick Halverson explained the proposal to change the semester offered for this course. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.

- ECNS 201B Principles of Microeconomics (revision) **APPROVED**

Rick Halverson explained the proposal to change the semester offered for this course to reflect when it is currently being offered. Pete moved to approve the proposal; Rick seconded the motion, which passed unanimously.

- ECNS 202GB Principles of Macroeconomics (revision) **APPROVED**

Rick Halverson explained the proposal to change the semester offered for this course to reflect when it is currently being offered. Pete moved to approve the proposal; Rick seconded the motion, which passed unanimously.

- PSYX 233 Fundamentals of Psychology of Aging (revision) **APPROVED**

Rick Halverson explained the proposal to change the semester offered for this course to reflect when it is currently being offered. Janice Alexander moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- ACTG 150 Accounting on Microcomputers, ACTG 201 Principles of Financial Accounting, ACTG 202 Principles of Managerial Accounting, ACTG 207 Advanced Accounting on Microcomputers, ACTG 231 Applied Accounting, BMGT 215 Human Resource Management, BMIS 211 Introduction to Business Decision Support, CAPP 131 Basic MS Office, CAPP 154 MS Word, CAPP 156 MS Excel, TASK 125 Editing Skills for Information Processing (revisions) **APPROVED**

Dawn Rauscher explained the proposal to revise these courses. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.

- Program Review Summaries

Jessica Hopkins explained the findings from spring 2014 program reviews: Cabinet and Furniture Technology CAS, Auto Body Certificate, Building Trades AAS and CAS, and Practical Nursing AAS.

- Orphan Course Deletions **APPROVED**

Jessica Hopkins explained the proposal to delete these courses, as they are no longer needed for any programs or transfer areas. Orphan course candidates are taken to divisions for feedback. Pete Wade moved to approve the proposal; Lynn Farris seconded the motion, which passed unanimously.

- AA/AS Combined Degree (revision) **APPROVED**

Lynn Farris explained this proposal on behalf of the General Education Team to modify the requirements for the combined AA/AS degree to eliminate the nine additional credits from the Gen Ed Course list. Students will still meet all the requirements for both degrees, the requirements will just be less specific. Jessica Hopkins explained why the Gen Ed Team is in favor of this proposal. Brenda Hanson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- Graduation Substitution **APPROVED**

Lynn Farris explained this graduation requirement substitution request, which came as a result of an advising error. Myrna Ridenour expressed that this substitution does not support the integrity of the nursing courses. Marlene Stoltz explained that this substitution is to meet general education requirements, not program requirements. Pete Wade moved to approve the proposal; Kris Long seconded the motion, which passed with six in favor and three opposed.

- FORS 272 Inventory of Natural Resources (revision) **APPROVED**

Tim Eichner explained the proposal to revise this course to align the profile with how it is being taught. Brenda Hanson moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- SRVY 233 Intro to GIS for Natural Resources (revision) **APPROVED**

Tim Eichner explained the proposal to revise this course to align for transfer. Janice Alexander moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.

- SRVY 1XX Surveying in Natural Resources (new) **APPROVED**

Christina Relyea explained the proposal to add this course. Rick Halverson moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.

- FORS 1XX Forestry Navigation (new) **APPROVED**

Christina Relyea explained the proposal to add this course. Pete Wade moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.

- SRVY 135 Field Surveying/GPS Introduction (deletion) **APPROVED**

Christina Relyea explained the proposal to delete this course, which is unique to FVCC. Lynn Farris moved to approve the proposal; Pete Wade seconded the motion, which passed unanimously.

- PTRM 201 Recreation Management (revision) **APPROVED**  
 Christina Relyea explained the proposal to revise the description and outcomes for this course to align with U of M. Pete Wade moved to approve the proposal; Laura VanDeKop seconded the motion, which passed unanimously.
- Auto Body Technology CT and ABODY courses (deletion) **APPROVED**  
 Pete Wade explained the proposal to delete this program and its courses. Janice Alexander suggested putting the program in moratorium rather than deleting it. Kristen Jones commented that Executive Staff has already decided that the program should be deleted. Rick Halverson moved to approve the proposal; Myrna seconded the motion, which passed with one opposition and one abstention.
- Cabinet and Furniture Technology CAS (deletion) **APPROVED**  
 Pete Wade explained the proposal to delete this program. Brenda Hanson moved to approve the proposal; Janice Alexander seconded the motion, which passed unanimously.
- CSTN 198 Internship: Basic Cabinetry and Furniture, CSTN 198 Internship: Cabinet and Furniture, CSTN 218 Advanced CNC Woods Manufacturing (deletions) **APPROVED**  
 Pete Wade explained the proposal to delete these courses. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.
- Building Trades CAS, AAS (moratorium) **APPROVED**  
 Pete Wade explained the proposal to put these programs into moratorium. Pete explained that this program is being put in moratorium rather than deleted, because research indicates there are jobs in this area. Rick Halverson moved to approve the proposal; Lynn Farris seconded the motion, which passed unanimously.
- CSTN XXX Building Trades Field Experience (new) **APPROVED**  
 Pete Wade explained the proposal to add this course to be taught at Columbia Falls High School. Brenda Hanson moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- WLDG 145 Fabrication Basics I (revision), WLDG 146 Fabrication Basics II (revision), WLDG 2XX Welding Fabrication I (new), WLDG 2YY Welding Fabrication II (new), ELCT 1XX Electrical Circuitry (new) **APPROVED**  
 Pete Wade explained the proposal to add and/or revise these courses in support of a new welding AAS. Janice Alexander moved to approve the courses; Myrna Ridenour seconded the motion, which passed unanimously.
- Welding and Inspection Technology AAS (revision) **APPROVED**  
 Pete Wade explained the proposal to remove “and Inspection” from the title of this program and add two options, within the degree: Fabrication Option and Inspection Option. Marlene Stoltz expressed concern about this program because it has options and they may be too similar. Discussion followed about the need to create two separate degrees rather than one with options. Pete Wade plans to separate the program into two different AAS degrees in the future. Lynn Farris moved to approve the proposal; Myrna Ridenour seconded the motion, which passed unanimously.
- Pre-Health Certificate (revision) **APPROVED**  
 Kris Long explained the proposal to revise this certificate based on recommendations of the advisory committee. Janice Alexander moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- NURS 101 Nurse’s Aide Training (revision) **APPROVED**  
 Pam Klein explained the proposal to revise this course. Discussion followed about the best way to disseminate information on this course, as it does not have a program page. Pete Wade moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.

- FT Courses (new)

**APPROVED**

Pete Wade explained the proposal to add these eight courses in support of a new Firearms Technologies Certificate program. Lynn Farris moved to approve the proposal; Pete Wade seconded the motion, which passed with five in favor and three opposed.

- Firearms Technologies CT (new)

**APPROVED**

Pete Wade explained the proposal to create this 27-credit program and outlined the program timeline. Discussion followed about whether to offer it as a pilot or regular program. The program will be offered as a regular program and the courses will be in the catalog. Discussion followed about why the program is for credit rather than in continuing education. Nancy Hanchett cautioned about the 85% rule for veterans. The program will be reviewed by the program review committee again in one year. Myrna Ridenour moved to approve the proposal; Lynn Farris seconded the motion, which passed with four in favor, three opposed, and one abstention.

**FYI:**

- Curriculum Committee form revisions
- The catalog page titled “Pre-Health Transfer” will be changed to “Pre-Medicine Transfer”
- The curriculum that is listed on the Forestry catalog page for transfer to UM-Missoula in Resource Conservation will be a separate page in the 2014/2015 catalog.
- Parks, Tourism and Recreations Management will be a new transfer page in the 2014/2015 catalog.

EET 205	EETEC 250
EET 227	EETEC 245
EET 237	ELCT 250
HONS 251	HONR 251
HONS 252	HONR 252
HONS 253	HONR 253
HONS 254	HONR 254
HONS 255	HONR 255
HONS 256	HONR 256
HONS 257	HONR 257
HONS 258	HONR 258
HONS 259	HONR 259
HONS 260	HONR 260
HONS 261	HONR 261
HONS 262	HONR 262
HONS 263	HONR 263
HONS 264	HONR 264
HONS 265	HONR 265
HONS 266	HONR 266
HONS 267	HONR 267
HONS 268	HONR 268
HONS 269	HONR 269
WEB 210(previously CMPA 275)	MART 231
WEB 220 (previously CMPA 270)	MART 232
WEB 230	MART 234