

Curriculum Committee
November 1, 2013
BH 140, 1 p.m.
Minutes

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

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

Action Items:

- **Approval of Minutes from October 4, 2013** **APPROVED**
Myrna Ridenour moved to approve the minutes; Kris Long seconded the motion, which passed unanimously.
- **HSTA XXX Civil Rights in the United States after 1865 (new)** **APPROVED**
Rick Halverson explained this new course proposal from the history department. The course is new to the MUS system, as well as to FVCC. Brenda Hanson asked how it would be different from the 1-credit class on this topic that has not gotten enrollment in the past. With the general education indicator, it might be more attractive to students. Brenda mentioned that another school offered it and pulled it because of low enrollment. Jessica Hopkins explained that the General Education Team made sure the course met the criteria and looked closely at the outcomes and assessment. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed with one abstention.
- **LIT XXX Introduction to Science Fiction Literature (new)** **APPROVED**
Conrad Rauscher explained the proposal to develop a new course in Science Fiction Literature. Gen Ed classes are typically added in the fall, but this course can be added for the spring semester; students who take the course before fall 2014, can request to have it count for a humanities gen ed. Discussion followed about the learning outcomes and Conrad confirmed there is an 80% match with outcomes on the MUS course. Rich Haptonstall moved to approve the proposal; Don Hickethier seconded the motion, which passed unanimously. Discussion followed about the appropriate course number to assign. Sharon Nau and Dan Voermans will work with Karin Janssen to assign a number to the course. Brenda Hanson asked about making the title more unique.
- **Technician Track Level I Certificate (revision)** **APPROVED**
Pete Wade explained the proposal to change the math requirement for the Technician Track Level I Certificate from M 111 to M111 or M 095. Brenda Hanson moved to approve the proposal; Don Hickethier seconded the motion, which passed unanimously.
- **MCH 122 Introduction to MASTERCAM (revision) and MCH 124 Advanced CNC Programming in MASTERCAM (deletion)** **APPROVED**
Pete Wade explained the proposal to reinstate MCH 122 with some revisions and delete MCH 124. Don Hickethier moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.

- **EQOP 103 Professional Truck Driver (new) and EQOP 100 Commercial Truck Driver (revision)** **APPROVED**
 Pete Wade explained the proposal to decrease EQOP 100 from four to three credits and add a new course. The main reason is so the local Job Service will acknowledge the training because of the additional hours. Myrna Ridenour moved to approve the proposal; Rick Halverson seconded the motion, which passed unanimously.
- **Nondestructive Testing Certificate (revision)** **APPROVED**
 Pete Wade explained the proposal to change the Nondestructive Testing Certificate program into a 33-credit Certificate of Applied Science program. Once this program is approved by the Board of Regents, Pete will delete the current certificate. Janice Alexander moved to approve the proposal; Brenda Hanson seconded the motion, which passed unanimously.
- **Electronics Proposal (new)** **APPROVED**
 Pete Wade explained the proposal to add an Electronics Technician Level IV certificate, Electronics Technician AAS program, and three new Electronics courses. Students who complete the four certificates have earned the equivalent of an AAS degree. Students can earn three levels of certificates and an AAS, but not four certificates and an AAS. Marlene Stoltz asked if it would be possible to change the name so that it's not so similar to the Electrical Technology program. Pete will work on that. Cindy Kiefer mentioned that there might be some issues with financial aid because of the stacked credentials. Brenda Hanson would like to see something about that on the catalog page. Students who go for the AAS can get funding for all 4 certificate levels; otherwise, they cannot get subsidized funding for more than one certificate. Discussion followed about how financial aid funding will work.

 - **EET XXX Advanced Electronics (new)**
 - **EET XXX Advanced Programmable Controllers (new)**
 - **EET XXX Electronics Capstone (new)**
 Laura VanDeKop moved to approve the three new courses; Don Hickethier seconded the motion, which passed unanimously.
 - **Electronics Technician Level IV Certificate (new)**
 Lynn Farris moved to approve the new certificate; Myrna Ridenour seconded the motion, which passed unanimously.
 - **Electronics Technician AAS (new)**
 Kris Long moved to approve the new program; Brenda Hanson seconded the motion, which passed unanimously.
- **Machinist Technician proposal** **APPROVED**
 Pete Wade explained the proposal to add this new course to the Machinist Technician Level II Certificate program.

 - **MCH XXX Introduction to Manufacturing Materials (new)**
 Myrna Ridenour moved to approve the new course; Rick Halverson seconded the motion, which passed unanimously.
 - **Machinist Technician Level II Certificate (revision)**
 Kris Long moved to approve the revision; Rick Halverson seconded the motion, which passed unanimously.

- **Industrial Machine Technology Proposal** **APPROVED**
 Pete Wade explained the proposal to add an Industrial Machine Technology AAS program and Machinist Technician Levels III and IV Certificate programs, which requires creating nine new courses. Students can earn Levels 1, 2, 3, and 4 certificates, a CAS or an AAS. Pete will revise the current CAS to be the equivalent of levels 1 and 2

 - **MCH XXX Swiss CNC and Mill-Turn Systems** (new)
 - **MCH XXX Geometric Dimensioning and Tolerancing** (new)
 - **MCH XXX Machinery's Handbook** (new)
 - **MCH XXX Advanced CAD/CAM** (new)
 - **MCH XXX Advanced CNC Lathe Operations** (new)
 - **MCH XXX Advanced CNC Mill Operations** (new)
 - **MCH XXX Advanced Manual Lathe** (new)
 - **MCH XXX Advanced Manual Mill** (new)
 - **MCH 299 Machinist Capstone** (new)
 Rick Halverson moved to approve the nine new courses; Kris Long seconded the motion, which passed unanimously.
 - **Industrial Machine Technology AAS** (new)
 Myrna Ridenour moved to approve the new AAS program; Rick Halverson seconded the motion, which passed unanimously.
 - **Machinist Technician Levels III and IV Certificates** (new)
 Rich Haptonstall moved to approve the new certificates; Myrna Ridenour seconded the motion, which passed unanimously.

- **WILD 270 Wildlife Habitat and Conservation** (revision) **APPROVED**
 Don Hickethier explained the proposal to revise the learner outcomes for this course. Jessica Hopkins explained that Christina Relyea worked with the UM instructor to match the outcomes. Janice Alexander moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.

- **FORS 152 Sustainable Silviculture** (revision), **NR 161 Natural Resource Measurements I** (revision), **SRVY 135 Field Surveying/Global Positioning System Introduction** (revision) **APPROVED**
 Don Hickethier explained the proposal to increase lab fees to cover the cost of lab supplies in these three courses. Rich Haptonstall moved to approve the proposal; Myrna Ridenour seconded the motion, which passed which passed unanimously.

- **FORS 232 Forest Insects and Diseases** (revision) **APPROVED**
 Don Hickethier explained the proposal to increase lab fees to cover the cost of lab supplies and revise the course from lab/lecture to lecture only. Rick Halverson moved to approve the proposal; Kris Long seconded the motion, which passed unanimously.

Discussion Items:

- **Clarification of General Education Team review of curriculum proposals**
 This issue has already been resolved.
- **Use of 300-400 level courses towards degree requirements and gen eds**
 Two-year schools generally do not accept 300 and 400-level courses to meet program requirements, but it can be done with substitutions. Marlene Stoltz confirmed that this decision can be made at an institutional level. Program directors and division chairs need to get approval on a graduation substitution form. Marlene wants input on 300 and 400

level courses being used to meet our gen ed requirements. The committee thinks it should be on a case-by-case basis. The process needs to include documentation with a rationale. All gen ed waivers go through curriculum. Janice Alexander would like to have a subcommittee put together a proposal to bring to the next meeting that includes a process with documentation. Kristen Jones, Brenda Hanson and Janice Alexander will work on a proposal.

- Competency-based credits, credit by proficiency, credit for prior learning**
 Janice Alexander explained that the course challenge process was improved for the last catalog, but it still needs some changes. Discussion followed about the next step. Brenda Hanson thinks there needs to be a list of which courses can or cannot be challenged accompanied by an explanation. Rich Haptonstall expressed the need for a policy since there isn't one and each department handles it in their own way. Myrna Ridenour would like a list of which CLEP tests the college accepts. Marlene says the college currently accepts CLEP, AP and IB. Students often don't understand that the course challenge doesn't count for course credits. Discussion followed about how course challenges have been working and specific situations that instructors and students encounter. Kristen Jones suggested that division chairs create a list of courses that can and cannot be challenged. Chairs will bring their lists to the next Curriculum Committee meeting.
- Update on course challenge regarding Running Start – Will be discussed at a later date.

FYI:

Pre-CCN	Post- CCN
EET 205 Solid State Electronics	ETEC 250 Solid State Electronics I
EET 227 Digital Electronics	ETEC 245 Digital Electronics
EET 237 Programmable Logic Controllers	ELCT 250 Programmable Logic Controllers

Future Discussion Items:

- Update on course challenge regarding Running Start