

Curriculum Committee

April 15, 2011

Minutes

BH 140 1:00 p.m.

Members present: Kathy Hughes, Pete Wade, Phil MacGregor (chairperson), Sue Justis, Carole Bergin, Rick Halverson, Pat Pezzelle (via ITV), Lynn Farris, and Brenda Rudolph.

Others present: Nancy Clawson, Dan Voermans, Marlene Stoltz, Cindy Kiefer, Mort Hill, George Shryock, Mary Jordt, and Tom Jay.

- **Approval of March 18, 2011, minutes - APPROVED**

Pete Wade moved to approve, Brenda Rudolph seconded, and the minutes were unanimously approved.

Action Items

- **Graduation Waiver Request – Appeal - APPROVED**

After much discussion, the graduation waiver appeal was approved on the basis of the student already having earned a bachelor's degree from MSU-Bozeman. Six approved, two opposed, and the motion carried.

- **Program Review**

- **Economics - APPROVED**

- **Physics - APPROVED**

- **Sociology - APPROVED**

Tom Jay said the program review process developed four years ago is undergoing analysis, and the committee has asked faculty who have been through the process to give feedback. All of the above-listed programs are working well and were approved with minor recommendations.

Common themes are assessment and the development of an adjunct faculty pool in order to offer evening classes. Jessica Hopkins is working with faculty on student outcomes and assessment. Tom said all the reviews were well done with physics being a model example. The committee suggested that physics hire a lab assistant and sociology explore online professional development. Jewelry and Goldsmithing and Graphic Design will be presented at the April 29 Curriculum Committee meeting. George Shryock said an important point to discuss during the analysis process is one-faculty programs. He suggested including all the faculty who teach in the program. Lynn Farris moved to approve the three program reviews, and Pete Wade seconded. They were unanimously approved.

- **EDU 221 Educational Psychology and Measurement (new) - APPROVED**

Dan Voermans spoke to Marlyn James about this course. It most closely aligns with EDU 221 at UM and MSU. Brenda Rudolph moved to accept, Rick Halverson seconded, and it was unanimously approved.

- **EDU 294 Salish/Kootenai Tribal Ties to the Bison Range (pilot) - APPROVED**

Pat Pezzelle said this is another course in the Indian Education for All training that is on-going in the Libby schools. It counts for CEUs and movement on the pay scale and will be offered during the summer intersession. Brenda Rudolph moved to approve, Kathy Hughes seconded, and it was unanimously approved.

- **General Education criteria for catalog – APPROVED**

George Shryock said when a course is submitted for approval, the gen ed criteria help determine which gen ed a course meets. A group of faculty reviewed the MUS core as its guideline and FVCC's. Combining both, they re-wrote them. If Curriculum Committee approves, it will go in the catalog under graduation guidelines. Gen ed criteria are different than the college-wide abilities. A discussion followed about general education requirements being the

mechanism for getting to the abilities. Jessica Hopkins explained the course profile language should match the catalog language (mathematics), and Pete Wade agreed. Phil MacGregor said under Technology Criteria (see p. 20), change “will meet one or more” to “must meet four.” Pete Wade moved to approve with Phil’s amendment to technology skills, Rick Halverson seconded, and it was unanimously approved.

- **GLAC 181** Natural and Cultural History of Two Medicine and the Belly River Valleys (new) - **TABLED**

Mary Jordt said Glacier Institute is proposing to offer this course for credit and CEUs. A discussion followed about the philosophy of all courses needing student abilities and providing more guidelines/information about abilities. It was suggested to re-write #5 student ability outcomes of the course profile. Pete Wade volunteered to meet with Paul Rappaport to discuss the abilities. He moved to table the course until that time. Rick Halverson seconded, and the course was tabled.

- **Medical Coding program revision**
 - **AHMS 100** Math Applications for Allied Health Professionals - **APPROVED**

Brenda Rudolph is proposing to replace M 108 Business Math with AHMS 100 Math Applications for Allied Health Professionals. Rick Halverson moved to approve the change, and Sue Justis seconded. It was unanimously approved.

- **Common Course Numbering changes:** effective fall 2011 - **APPROVED**

Old			Cr	New		
AGRI	102		3	BIOB	110	Plant Science
ENGR	200		2	EGEN	102	Introduction to Engineering Computer Applications
ENGR	110		1	EGEN	105	Introduction to General Engineering
ENGR	111		3	EGEN	115	Engineering Graphics
ENGR	112		i	EGEN	116	Engineering Graphics Lab
ENGR	201		4	EGEN	201	Engineering Mechanics: Statics
ENGR	202		4	EGEN	202	Engineering Mechanics: Dynamics
ENGR	204		4	EGEN	205	Mechanics of Materials (equivalent to 305)

Pete Wade moved to accept the common course numbering changes, Rick Halverson seconded, and all the above-listed courses were unanimously approved.

Discussion

- **AP courses** – Marlene Stoltz included handouts showing what was previously listed in the catalog and the AP recommended scores. She also included what UM accepts and wants to know what guidelines FVCC should follow. A discussion followed about AP courses and their lab portions. George suggested Marlene call UM to see how they accept lab credits and then with his help, they will revise the spreadsheet to bring to the last CC meeting for approval. All agreed it should be included in the catalog.
- **Related Instruction AAS degrees** – meeting those with courses not listed and transfer courses – Marlene Stoltz

Marlene said courses that meet the related instruction areas are listed in the catalog. She said questions arise when faculty want to make substitutions. She would like written guidelines about how courses meet related instruction areas. Phil MacGregor said a course meets a related instruction area if it meets 80% of the benchmarks that are listed and has been approved by Curriculum Committee. George said Marlene has the

authority to say she won't accept any substitutions without the approval of Curriculum Committee. It was suggested to discuss this with advisors during advising training.

- **Grade change time limit – Brenda Hanson - APPROVED**

Marlene Stoltz said currently a student has up to ten years to request a grade change. There is no time limit on an instructor changing a grade. She said Brenda Hanson proposed changing the time limit a student can petition to change a grade from ten years to two years from when the grade was assigned. Rick Halverson moved to approve, Carole Bergin seconded, and it was approved. Pete Wade opposed.

- **Welding changes - APPROVED**

Mort Hill pointed out the repeatability changes in WLD 121, WLD 135, WLDG 185, and WLDG 280. Pete Wade suggested removing the words "the student" and changing the plurality of the verbs in the course learning outcomes. Sue Justis moved to accept the changes with Pete's suggestions, Pete Wade seconded, and they were unanimously approved.