

Curriculum Committee

February 26, 2010

Minutes

BH 140 2:00 p.m.

Members present: Kathy Hughes, Bill Roope, Pete Wade, Pat Pezzelle, Faith Hodges, Carole Bergin, Phil MacGregor (chairperson), Rick Halverson, Sue Justis, Janice Alexander, Brenda Rudolph, and George Shryock.

Others present: Sharon Nau, Marlene Stoltz, Nancy Clawson, Dawn Rauscher, Cindy Kiefer, Dan Voermans, Mary Jordt, and Brenda Hanson.

- **Approval of January 29, 2009, minutes**

Pete Wade moved to approve the minutes. Rick Halverson seconded the motion. The minutes were approved as read. Kathy Hughes said this is not a correction, but Curriculum Committee had discussed the alignment of our courses and particularly new courses with the outcomes of the other courses in the state due to common course numbering, and she wanted to remind everyone that courses are deemed equivalent with 80% alignment. They do not have to be identical.

Action Items

- **ART 280** Life Drawing-Master Workshop (pilot) - **APPROVED**

Carole Bergin said this pilot course is being proposed as an intensive, higher-level life drawing experience. Artists in the valley and other residents like to come in and take part, so no pre-requisite is necessary, in order to give people a chance to get into the class.

Discussion included changing the language of the catalog description. It currently reads as if it can only be taught during intersession. It should also be re-worded to say it is intended for those with drawing experience. A suggestion was made to offer the current life drawing class during intersession and to tailor it to fit the condensed time frame, like we do with other classes. Carole said John Rawlings seemed to indicate that there is a difference between this proposed course and the existing life drawing course. The lab fee is high to pay for models. Pilot courses are not listed in the catalog. George Shryock moved to accept this course with a change to offer it intermittently and to change the language of the catalog description to fit the above listed suggested items. Brenda Rudolph seconded the motion, and it was unanimously approved.

- **ART 114F** Painting I (revision) - **TABLED**

Carole Bergin said the proposed change was to indicate the type of paint used (oil) in the catalog description. The learner outcomes need to be changed, as well, as they are too specific to one individual instructor. Oil Painting I & II are different from this painting class. A discussion followed about the need for multiple oil painting classes with both two- and three-credit versions. Do they use acrylics in this class, or is it strictly oil? Carole will check with Rob Akey on all points of discussion. Another question came up about Painting I being a fine art, and the other painting classes aren't. The FLOC might solve these problems.

- **ART 215F** Painting II (revision) - **TABLED**

Carole Bergin said the proposed changes were again to indicate the type of paint used and the increased lab fee to cover the cost of the models. Janice Alexander pointed out the big difference in catalog descriptions between the current ART 215F and the proposed revision. Is this instructor specific? Carole moved to table both art courses pending her discussion with Rob Akey, Pat Pezzelle seconded the motion, and they were tabled.

- **AVIA 150** Private Ground School (revision) - **APPROVED**

Pete Wade spoke to Eric Bellings of Red Eagle Aviation, who teaches the aviation courses. The revision is to add an additional credit, making this a 3-credit course. The lecture time is about 45-60 hours, so in order to adequately cover the course content, an additional credit is

needed. Currently, the catalog description includes a pre-requisite of instructor's consent. Pete recommended removing this statement. Faith Hodges moved to approve the credit change, as well as the removal of the pre-requisite, and Sue Justis seconded the motion. It was unanimously approved.

- **CULA 298 Culinary Arts Internship II (revision) - APPROVED**

This internship is being proposed as an offering on the FVCC campus to focus on catering events at the college. Kathy said the advisory committee supports this idea. Students should have more experience before they get to the restaurant. Is this a contractual conflict with Thomas Cuisine? No conflict, according to Chuck Jensen. Should the description be written more generically, so it can happen both on and off campus? In order to pull off a large, high-class event, all 12 students need to be involved. A suggestion was made that students in this internship only do campus events, in order to be sensitive to valley caterers. Do we do internships internally? Yes, in both the Early Childhood Center and Business Services. Brenda Hanson said there are two internships in Culinary Arts: Chef's Table for first-year students and the current one for second-year students. The economy has hurt where students can get jobs and there are fewer internship spots in restaurants, so students don't get a quality experience. This is why they have proposed to go with catering and focus on campus events, which will give students the experience they need. George Shryock moved to approve with the repeat set at 0 and a maximum of 3 credits, and Pete Wade seconded. It was unanimously approved.

- **EDUC 270 NCCER Certification Training - APPROVED**

High school teachers and college instructors in welding and building trades now have to be certified as industry instructors according to the National Center for Construction Education and Research (NCCER) criteria. Bill attended a trainer's course in Seattle and can now offer a series of 12 workshops around the state to certify people. The one-credit course will allow high school teachers to earn renewal credits. Pete Wade moved to approve, Brenda Rudolph seconded the motion, and it was unanimously approved.

- **GLAC 180 Natural and Cultural History of the Many Glacier Valley (pilot) - APPROVED**

Brenda Hanson said this course is being proposed by the Glacier Institute to offer in summer 2010. Dave Shea, who has a master's degree and has taught other Glacier Institute courses in the past, will teach this course. Pete Wade was aware of the proposal. Kathy Hughes moved to approve, Rick Halverson seconded the motion, and it was unanimously approved.

- **MUSI 135 Keyboard Skills I (revision) - APPROVED**

- **MUSI 150 Beginning Voice (revision) - APPROVED**

- **MUSI 195 Applied Music I (revision) - APPROVED**

These courses were tabled from last time, due to confusion over FLOC, CCN and titles, and outcomes. Carole Bergin explained each course. Brenda Rudolph thought Keyboard Skills sounded like a typing course. Carole said the use of keyboards is more prevalent than pianos. MUSI 195 may be repeated for four credits per instrument, and the instruments need to be designated for transcripts. Carole Bergin moved to approve, and Janice Alexander seconded. They were unanimously approved.

- **NSCI 270 Undergraduate Research (revision) - APPROVED**

Pete Wade pointed out the email on page 39, which explains the revision. Currently, there is nothing specific about repeats. Discussion followed about the wording of this, and it was suggested that it read "may repeat for a maximum of 12 credits." Paul Martino uses this course more than anyone, but Social Science also does research, and this same course could apply. It was also suggested "instructor's consent" become a pre-requisite. Janice Alexander moved to approve, Sue Justis seconded, and it was approved unanimously

- **PSYX 120** Research Methods I (new) - **APPROVED**

Rick Halverson said this is a new class, which has been through the FLOC. Marilyn Preston, FVCC adjunct instructor, has taught it at MSU-Billings. The learner outcomes are aligned with MSU and UM. It is a required course at UM for psychology majors. Rick Halverson moved to approve. Pete Wade seconded the motion, and it was unanimously approved.

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

Brenda Rudolph got data from Brad Eldredge, which showed FVCC graduated four students from this program in the last four years (one per year), which is why it is time to put this on moratorium. Brenda tried to make changes. It is a national trend. All other colleges have deleted this already. UM-COT is the only one left, but is in the same situation as we are. Brenda said the legal community is divided. Old school wants secretaries; new school wants paralegals. Can we do paralegal? Brenda said at the FLOC meeting, this idea came up, and UM-COT wants Helena COT and FVCC to join them in this venture. Will all legal courses go away? Yes, the two courses and speedwriting. Brenda said this is an end of an era and is a little sad, as it has always been an option for students, but it isn't possible any longer with one student per year. Moratorium gives you a chance to think it over and come up with another way within three years. Pete Wade moved to approve, and Rick Halverson seconded the motion, which was unanimously approved.

- Computer Science curricular changes

- **CAPP 120T** Introduction to Computer Science (deletion) - **APPROVED**
- **CS 231T** Computer Organization and Architecture (deletion) - **APPROVED**
- **CSCI 111T** Programming with JAVA I (revision) - **APPROVED**
- **CSCI 121** Programming with JAVA II (revision) - **APPROVED**
- **CSCI 113T** Programming with C++I (revision) - **APPROVED**

Pete Wade said Nick Thiel is trying to clean up the computer science area and make it more appropriate. Pete said Nick has provided justification, which is attached. MSU no longer requires CAPP 120. CS 231 jumped to a 300 level in FLOC. Phil MacGregor said all courses have gone through FLOC. George said the program has limped along for 20 years, and Nick has it figured out. The changes look good. Kathy said Nick has asked for a brochure for computer science, and Ruth Wrightsman wants one for biology. Right now these areas are included in the transfer brochure, but they would like individual ones. Pete Wade moved to approve the courses with Brian's statement coming forward, and Rick Halverson seconded. They were unanimously approved.

- Information Technology - Web Technology AAS (program changes)

- **CMPA 275T** Web Development Tools: Dreamweaver (revision) - **APPROVED**
- **CMPA 277** Web Programming II (new) - **APPROVED**
- **CSCI 210T** Web Programming (revision) - **APPROVED**
- **CSCI 211T** Client Side Programming (revision) - **APPROVED**
- **SBM 140** Search Engine Marketing (new) - **APPROVED**

Dawn Rauscher said it's been two years since she changed anything in the program. She could make changes every year, but it is not possible. She met with her advisory committee and also gathered information from graduates of the program. The changes incorporate more programming into the program. Dawn went through the changes, one by one. Are the deleted courses used in other programs? E-Commerce has been a directed study, due to lack of students. These changes overall will make the program more technical and more difficult. Dawn said students can make the transition from graphic arts to web tech after the first year, if they choose. Some of the courses in the program have been FLOCd, and some have not. There may be a separate rubric pending for graphics. Kathy Hughes commented that the changes are good changes. Faith Hodges moved to approve, Pete Wade seconded the motion, and they were unanimously approved.

- **Approval of Common Course Numbers - APPROVED**

Some discussion preceded the approval. Sue Justis said BIOB 261 is very close to BIOL 261. Brenda Rudolph wondered if the Medical Transcription (MT) courses pertinent to Career Step would adopt the new AHMS rubric. Yes, they will use AHMS. Pete Wade moved to approve, Carole Bergin seconded the motion, and all common course numbers were unanimously approved.

Discussion Items

- **Residency requirement for CAS programs and certificate programs** (see p. 91)

Marlene Stoltz said she has one student who notes that nowhere in our catalog does it say students have to have a minimum of resident credits from FVCC to get a CAS or certificate degree. So students can come with a large number of transfer credits and get our certificate, based on their credits, which have nothing to do with FVCC. Marlene wants to have a written policy. Pat Pezzelle said College! Now (formerly called Virtual Community College) will become a shopping cart, and students might have to declare where they want to get their degrees. No discussion so far about residency requirements. The home campus should have residency requirements. To be consistent with the residency requirement for AA/AS and AAS degrees, Marlene recommended that a minimum of one-third of the credits required for a certificate or certificate of applied science degree be earned at FVCC. Pat moved to approve, and Rick seconded. More discussion followed, as to whether the credits have to be in the program or just at FVCC. Pat Pezzelle withdrew his motion. Pete Wade moved to table for verbiage for AAS residency requirements and vote on it at a later date. Sue Justis seconded, and it was unanimous.

- **Program Review** – entire review or commendations/recommendations only

Kathy Hughes said the committee has been meeting. She has two sets of recommendations. In the past, we have copied the entire review for Curriculum Committee. She asked if the committee wanted to see the entire review or just the recommendations. Everyone agreed that we should save a tree. Curriculum Committee will get the summary, and one copy of the entire review will be placed in Educational Services for reference.