

## **Curriculum Committee**

**May 9, 2008**

### **Minutes**

**BSS 109 1:00 p.m.**

**Members present:** Faith Hodges, Phil MacGregor, George Shryock, Kathy Hughes, Janice Alexander, Linda Soper, Carole Bergin, Gregg Davis, and Pat Pezzelle.

**Others present:** Sharon Nau, Cindy Kiefer, Mick Stemborski, Dan Voermans, Colleen Unterreiner.

### **Approval of April 18, 2008, minutes**

The minutes were approved as read.

### **Action Items**

Graduation Requirement Waiver - **DENIED.**

Graduation Requirement Substitution – **APPROVED.**

### **Study Abroad Report**

Mick Stemborski, the new Multi-cultural and Native American Coordinator, presented information on the Peru and Nepal study abroad programs from the past year. Reports on the strengths and areas for improvements were shared with the curriculum committee. Mick encouraged the faculty to provide ideas for future study abroad proposals.

Mick also presented a proposal for a Winter Interim Program 2008-09 on the island of Maui. Dates for this experience would be December 29, 2008-January 25, 2009. A credit cultural immersion course of three credits would be offered with the curriculum centered around the eight myths of Maui. A one credit cultural issues class would also be offered and possibly a one credit PE course, scuba diving. The committee approved the overall concept for the program. Mick was instructed to submit the cultural immersion course curriculum early in the fall for approval.

Colleen Unterreiner reported that a Study Abroad Oversight Committee had been formed to review the Study Abroad programs and begin to create a mission, policy, and procedural plan for FVCC study abroad programs. The committee members are: Faith Hodges, Jerry Lundgren, Carole Bergin, Colleen Unterreiner, and John Rawlings. Mick Stemborski was asked to report about Nepal and Peru. The committee will meet in the near future to start working on an FVCC study abroad plan.

### **Assessment Board**

The Assessment/Outcomes on the following list of classes were aligned with the college-wide abilities by the Assessment Board and submitted to the Curriculum Committee for approval:

· BIOL 101NL, BIOL 103N, BIOL 104L, BIOL 115N, BIOL 121N, BIOL122L, BIOL 205N, BIOL 206N, BIOL 207NL, BIOL 208L, BIOL 221NL, BIOL 223N, BIOL 231NL

- BUS 130C
- CMPA 100T, CMPA 126T, CMPA 130T, CMPA 131T, CMPA 141T, CMPA 151T, CMPA 166T, CMPA 172T, CMPA 210T, CMPA 226T, CMPA 228T, CMPA 235T, CMPA 261T
- CS 131T, CS 172T, CS 204T, CS 222T, CS 231T
- ECON 140B, ECON 212GB
- ENGL 212H, ENGL/THEA 230H, ENGL 231H, ENGL 232H, ENGL /THEA 267H, ENGL/THEA 268H
- HS/SP 120C
- LANG 101GH, LANG 111GH, LANG 121GH, LANG 122GH, LANG 221GH, LANG 222GH
- MATH 106MA, MATH 117M, MATH 122M, MATH 141MA, MATH 142MA, MATH 210M, MATH 221M
- SP/HS 120C
- THEA/ENGL 230H, THEA/ENGL 267H, THEA 268H

The submissions were all approved. A discussion regarding the deletion of section eight (8) Assessment on the course profile form was held. This section will be placed back on the course profile form as some courses, particularly in the career and technical areas, require specific assessments be used. It will used only if required by a program. Phil MacGregor moved to place it back on the form. Carole Bergin seconded it. It was approved. George Shyrock volunteered to edit this section for future use.

### **Distance Education Update**

Pat Pezzelle, Director of Extended Studies, updated the Curriculum Committee on Distance Education at FVCC. He shared the following accomplishments to date:

1. Reorganization of LCC to be the Extended Learning Division, including the hiring of Jan Meadows, the Extended Learning Resource assistant.
2. Online bookstore services have been expanded.
3. New toll free help desk number in Libby for online students' assistance.
4. Online responsibilities on the Kalispell campus are being shifted to the Distance Education office in Libby.
5. Instructional Technology Specialist Kirsten Pevey was hired in March 2008 and is evaluating a new eLearning platform and revising and teaching EDUC 280 and 281. Kirsten will accompany other faculty to Alverno to learn about online assessment best practices.
6. Centralizes best practices for reviewing online courses under development and how courses are evaluated once in operation.
7. Developing degrees and certificates online
  - Business certificates and degrees with help from the Entrepreneurship Grant
  - Medical Transcription – already completely online through CareerStep
  - AA degree still needs a math class, a lab science, and a non-lab science course
8. Working on the fully online admissions process.

The Curriculum Committee discussed the fee structure for online classes and recommended further study be done to see if there are some incentives that can be made to increase online enrollment. The committee also asked if Service Learning could be built into online classes.

### **Scholars' Program**

Gregg Davis updated the committee on the Scholars' Program (Honors Program). The exploratory committee includes: Gregg, Carole Bergin, Jerry Lundgren, David Scott, Ivan Lorentzen, Don Hickethier, and George Shyrock. A mini grant from the Foundation jump-started the research by faculty this year. Meetings with Dr. Michael Miles at MSU and Dr. Dean McKusick at U of M Davidson Honors College initiated partnerships with honors programs at the universities. A budget has been approved. The program will attempt to attract new transfer students. The next steps will include:

- Developing curriculum for honors classes; the model will have the collaboration of two faculty members, team-taught, multi-disciplined, and accelerated
- Remodeling a classroom for honors classes
- A student summer retreat
- Target 20 students for the first year of the program
- Link it to Honors Symposium
- AA and AS Honors Degrees will be offered
- Market the program to parents and to the second academic layer of local students

**Open Enrollment in Boiler Certification and Medical Transcription programs - TABLED**