

Curriculum Committee
Friday, October 20th at 1:30pm
Microsoft TEAMS Meeting
AGENDA

Call to Order

Announcements

Verification of voting Quorum

Proxy – Keith Combrink for Max Hibbs

Attendance: Todd Quinlan, Shelly Peacock, Charles Smith, Katherine Wickes, Michelle Trubenstein, Nathan Kruger, Deborah Vavra, Robert Grande, Sunil Segu, April Kinkead, Marcelo Bussiki, Elmer Godeny, Brandon Franke, George Guajardo, Jay Anderson, Lee Winningham, Richard Hobbs, David Fleeger, Cyndi Klausmeyer, Kristi Urban, Michelle Marburger

Approval of Minutes from September 22nd, 2023

NEW BUSINESS:

• Humanities

1. Course Change: EDUC 1300

April Kinkead presenting. This change will revise the language in the EDUC 1300 SLOs for the course. Discussion of the changed SLOs by Dr. Bussiki and Dean Franke resulted in the withdrawal of the proposal to reconsider the new SLOs for alignment with ACGM noted cross-listing of EDUC and PSYC 1300. The EDUC 1300 CRT will work with PSYC counterparts to reassess and revise the course SLOs.

• Arts/Kinesiology/Agriculture

1. Program Deletions: Dual Credit Animal Science Pathway, Applied Ag Engineering Pathway, Environmental and Natural Resources Pathway, Farm and Ranch Manger Pathway.

Nathan Kruger presented: Presenting programs from prior pathways with High School Dual Credit options. Process of programs to close out is continuing and not supported by local High School enrollment. Have met with Jay Anderson and George Guajardo to develop a teach-out plan for 2024. Michelle Trubenstein moved to consider as a batch, April Kincaid seconded. Vote – AKA Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed. Elmer Godeny moved to approve the deletion of programs and Michelle Trubenstein seconded. Vote – AKA Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

2. Program Deletion: Dual Credit Digital Communication Pathway

Sunil Segu presented that this pathway program is underutilized, and career goals can be met using certificate pathway currently in place. Teach out plan is on file and will be utilized. Elmer Godeny moved to approve the deletion of programs and Michelle Trubenstein seconded. Vote – AKA Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

- **Business and Mathematics**

1. Program Deletions: Administrative Assistant Specialist Certificate, AAS – Office Administration, OSA – Office Administration, Office Administration Specialist Certificate, Software Specialist Certificate

Charles Smith presenting a proposal to delete the office administration program. The program has not had graduates in years and does not relate to current skills related to the job market. Both the AAS and OSA programs are inter-related, so Dean Smith asked that they be presented as a batch. The advisory committee for Business also considered this proposal and recommended deletion of the program as well. The teach out plan for the program is in place and will move those students into an alternative applied business program. Debora Vavra made a motion to consider as a batch and Michelle Trubenstein seconded. Vote – AKA Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed. Richard Hobbs moved and Debbie Vavra seconded the motion to consider deletion of these programs. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

2. Program Change: Entrepreneurship Certificate – FPC Bryan

Charles Smith presented. This program is a change to the certificate for the Federal Prison. The class BCIS 1305 – Computer Presentations is included in this certificate and cannot be taught in this location. This proposal works to substitute BCIS elective classes for this aspect of the certificate and allow students to complete the work while at the prison. The Business advisory board met and is in support of this change. Debbie Vavra moved to consider this change and Brandon Franke seconded. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

- **Health Sciences**

1. Course Change: FIRT 2488

Change is requested to allow students to complete any elective course to complete prior to the capstone course. This allows approval by the program director for students who may have completed classes in other areas. April Kincaid moved to consider the course change and Charles Smith seconded. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

2. Course Change: OSHT 2309

Michelle Trubenstein is requesting to remove prerequisites for this course to allow students to complete the course within health sciences or ATWED. Todd Quinlan will amend the proposal to address typo in purpose statement. Elmer Godeny moved to approve and Brandon Franke seconded. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

3. New Course: RADR 1268

Michelle Trubenstein proposing this course to decrease practicum hours to maintain ratios for clinical hours for the Radiology Tech program to allow students more flexibility and get closer to the 60 hours for students. This class will be replacing RADR 1367. This class was approved via electronic vote by the advisory board and maintains accreditation standards for the program. Elmer Godeny moved to approve and Brandon Franke seconded. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

4. Course Deletion: RADR 1367

Michelle Trubenstein proposing this course to decrease practicum hours to maintain ratios for clinical hours for the Radiology Tech program to allow students more flexibility and get closer to the 60 hours for students. This class will be replaced by RADR 1268. This class was approved via electronic vote by the advisory board and maintains accreditation standards for the program. Debbi Vavra moved to approve and Michelle Marburger seconded. Vote – AKA- Yes, BUSI – Yes, ETCI – Yes, Humanities – Yes, Social Sciences – Yes, ATWED – Yes. Motion passed.

Fall 2023 Meeting Dates and Proposal Deadlines:

- Remainder of Fall 2023 meetings: November 17th
 - Proposal deadlines (proposals must be at Curriculum Committee Chair step): November 3rd
- Recommendation that Banner only has 30 characters and be mindful of using the appropriate character length. Program changes or new programs need to be shared with a program schema or curriculum to share with the registration office.

Dr. Bussiki noted that class catalog is not pulling core curriculum classes from Acculog and asked that the courses be identified as Core = 1 to move from Acculog to Curriculog and into the current course catalog. Shelly asked about how the notification of IR&E regarding programs and how we will note the current use or deletion of programs within Curriculog and for Kristi Urban and Cyndi Klausmeyer.

Adjournment

Motion to adjourn – Charles Smith and seconded by Elmer Godeny. Adjourned at 2:27.