

**Curriculum Committee Meeting**

**Jan. 15, 2021 – APPROVED**

**Present:** Becky Yesenczki, Chana Baker, Jill Loveless, Tracy Jenkins, Kathy Herrington (chair), Greg Winland, Debbie Cresap, John Lantz, Misty Kahl, Joyce Britt, Pam Sharma, Janet Fike, Daniel Gomez

**Excused:** Lisa Soly

**Absent:** Scott Owen

**Presenters:**

**Guests:** Crystal Harbert, Heather Kalb

Topic	Discussion	Follow-up
Review of December’s Minutes	Mr. Lantz motioned to approve the minutes as presented. Ms. Baker seconded. Motion carried.	Ms. Yesenczki will finalize December’s minutes and submit to Hilary Curto for posting to the website.
Jill Loveless <ul style="list-style-type: none"> <li>• AAS Gen Ed – Core Revision</li> <li>• AS Gen Ed – Core Revision</li> </ul>	<p><b>AAS Gen Ed</b> – Discussion regarding definition of “computational” skills. Mr. Gomez reported he reached out to the state for a definition but was unsuccessful in getting an answer. Dr. Loveless stated the curriculum committee needs to define “computational” which would allow courses to be reviewed to see if they met this definition. Ms. Jenkins was concerned about the credentials needed to teach a course with “computational” skills if it was not actually a MATH course. Dr. Loveless stated this was a good question and may require further discussion. The nursing program is an example of a program without a MATH requirement but had a course, “Drug and Dosage Calculation” which teaches the math required for nursing students. Need to be cautious that the math requirement is not too vague as that would cause issues distinguishing an AA or BOG degree from an AAS degree.</p> <p>Further discussion on this topic centered around the annotations and notes for math courses in this core. It was determined that MATH 101 would have the annotation of “1”, listed. Ms. Yesenczki will email all program directors requesting clarification of which math courses work for which programs and will change the notes on</p>	Ms. Yesenczki will poll program directors regarding math core requirements and will adjust the notes on the AAS Gen Ed core page accordingly. All necessary approvals will be obtained once that is completed.

	<p>this page accordingly. Ms. Herrington stated that Human Services needed removed from annotation #2.</p> <p>Ms. Killeen motioned to approve the proposal pending Ms. Yesenczki working with program directors and fixing the math notes accordingly. Ms. Kahl seconded. Motion carried.</p> <p><b>AS Gen Ed</b> – Dr. Loveless questioned the minimum of 30 credit hours for gen ed. Concerned this does not leave program directors enough latitude to add core content, especially with recent events that have precipitated the need to develop pre-engineering degrees. The State requires a minimum of 24 gen eds in an AS degree. Dr. Kalb would like more time to research this. Committee agreed to table this proposal until the February meeting. Dr. Kalb will report back to the committee in February with her recommendation.</p> <p>Ms. Baker motioned to table this proposal until February’s meeting. Mr. Gomez seconded. Motion to table approved.</p>	<p>The AS Gen Ed core proposal will be on February’s agenda and Ms. Yesenczki will send Dr. Kalb the meeting invitation.</p>
<p>Kathy Herrington</p> <ul style="list-style-type: none"> <li>• Social Work Transfer to FUS, A.A.- Program Revision</li> <li>• PK-5 Elementary Education FUS, AAS – Program Revision</li> </ul>	<p><b>Social Work Transfer to FUS</b> - As a result of the approved change to the AA gen ed core from December’s meeting, Ms. Herrington presented this proposal for the committee’s approval. FUS will no longer accept ENG 102. Ms. Herrington has replaced ENG 102 with a literature requirement which is what FUS wanted and now works with our AA gen ed core. In addition, FUS wanted BIO 110 and GSC 100 added to the program. Total hours for this program went from 60-62 to just 62. Ms. Yesenczki will work with the financial aid office to see if this will require FA approval. Ms. Herrington stated we will need to update the agreement and have a formal signing ceremony and PR. FUS specifically requested this program be marketed to Weirton Madonna high school students.</p> <p>Ms. Britt motioned to approve the proposal. Dr. Winland seconded. Motion carried.</p> <p><b>PK-5 Elementary Education</b> – Ms. Herrington stated that FUS has updated this program, previously known as “Pre-Early</p>	<p>Ms. Yesenczki will work with the director of financial aid for any approvals needed in that area and will finalize the proposal once all approvals are in Curriculog.</p> <p>Ms. Yesenczki will work on obtaining all</p>

	<p>Childhood Education 2+2 to FUS, AA". ENG 102 was replaced with a literature core and more ECCE classes have been added as FUS is willing to accept more of these credits. Ms. Yesenczki asked if this needs to be a new program and the previous program be inactivated. Ms. Fike stated yes, this would be treated as a new program. Ms. Herrington stated she has had no students in the previous program for the last four years. Ms. Jenkins will check to make sure there are no students needing to complete the old program. Ms. Herrington will work on the paperwork to retire the old program. Since that may not be able to be finalized until the next curriculum cycle, Ms. Jenkins and Ms. Fike will not allow any new students into the program for fall 2021. Ms. Yesenczki will work with the financial aid office to get approval for the new program. Ms. Herrington stated that this agreement would need to be included in the marketing and PR of the revised social work program with FUS.</p> <p>Ms. Kahl motioned to approve this proposal. Ms. Baker seconded. Motion carried.</p>	<p>necessary approvals to finalize this proposal and will work with the FA office. In addition, she will work with Ms. Herrington on the revision of the agreements, the signing, PR, and marketing.</p> <p>In addition, Ms. Herrington will work on the process to retire the Pre-Early Childhood Education program.</p>
<p><b>Other Business</b></p>	<p>Ms. Yesenczki stated that today's meeting was the last one for program changes that would affect financial aid. She will meet with Ms. Frey later this month to discuss all changes that require FA approval.</p> <p>Ms. Yesenczki stated that proposals currently in Curriculog that are changing CLO's and/or SLO's for a course do not require committee approval but were in Curriculog for informational purposes and as a tracking mechanism when changes are made. She will work with Ms. Cresap and Dr. Loveless to make sure CLO's and SLO's align. Once the process is complete, she will finalize the proposals and updated any necessary information in Acalog.</p> <p>In order to speed up the process for the curriculum committee, Ms. Yesenczki will create a checklist for proposals that will outline any and all steps that must be completed after curriculum committee approves a proposal. These steps will include items such as FA</p>	

	<p>approval, CIP codes, State approvals, etc, and the checklist will be attached to each proposal after all items have been completed.</p> <p>Ms. Jenkins stated problems with ORNT 090 being a graduation requirement but not all students are required to complete the course. This is causing problems for some of our special populations' funding. Dr. Loveless stated the curriculum committee would be the right group to discuss this issue but that she would need to meet with Ms. Jenkins and Ms. Fike prior to putting this item on the agenda for curriculum committee.</p> <p>Ms. Herrington asked if everyone was feeling comfortable with Curriculog. The committee stated it was working well.</p>	
Next Meeting	Feb. 12, 2021, 1 pm, via Zoom	
Meeting Adjournment	Mr. Gomez motioned to adjourn the meeting. Dr. Winland seconded. Meeting adjourned at 3 pm.	

Respectfully submitted by: Becky Yesenczki