

## Curriculum Committee Meeting

Apr. 9, 2021 – APPROVED

**Present:** Jill Loveless, Becky Yesenczki, Chana Baker, Misty Kahl, Tracy Jenkins, Lisa Soly, Daniel Soly, John Lantz, Greg Winland, Jennifer Kriechbaum, Kathy Herrington (Chair), Debbie Cresap, Pam Sharma

**Excused:** Brandy Killeen, Janet Fike, Joyce Britt

**Guest:** Jenna Derrico

**Presenters:** Chris Kefauver, Heather Kalb, Crystal Harbert, Dave Lawson

Topic	Discussion	Follow-up
Review of March's Minutes	Ms. Kahl motioned to approve February's minutes as presented. Ms. Baker seconded. Motion carried.	<b>Ms. Yesenczki</b> will finalize March's minutes, send final copy to committee members and submit a copy to Hilary Wilson for posting to our website.
Crystal Harbert <ul style="list-style-type: none"><li>ENG 102 – Course Revision</li></ul>	<p>Ms. Harbert reported that changes were made to the outcomes and course description of ENG 102 based on changes at the state level to allow this course to remain on the core coursework transfer agreement. ENG 102 will be more writing based with less emphasis on literature. It is a continuation of ENG 101. Ms. Jenkins asked if ENG 115 would be considered an acceptable prerequisite to ENG 102. Ms. Harbert did not feel that it is the same. This could be an issue and may result in course waivers.</p> <p>Ms. Baker mentioned that the faculty need to be aware that ENG 101 no longer has a research paper component. Ms. Yesenczki reported that this information was shared with the division chairs for dissemination to their respective faculty.</p> <p>Ms. Soly motioned to approve the proposal. Dr. Winland seconded. Motion carried.</p>	<b>Ms. Yesenczki</b> will obtain the necessary approvals to finalize the proposal and update the catalog and Banner.
Chris Kefauver <ul style="list-style-type: none"><li>Culinary Arts, AAS – Program Revision</li></ul>	<b>Culinary Arts, AAS</b> – Mr. Kefauver replaced the humanities core required with SPCH 101 or 105 as students in his program benefit from a speech course.	<b>Ms. Yesenczki</b> will obtain final approvals and update the catalog.

<ul style="list-style-type: none"> <li>Informational item for new HAT course</li> </ul>	<p>Ms. Kahl motioned to approve the proposal. Ms. Soly seconded. Motion carried.</p> <p><b>New HAT course</b> – (Since last month’s meeting, it was decided that the new hospitality courses would fall under HAT instead of HSP.) Mr. Kefauver informed the group that the part-time employment requirement for this course has been changed to a field experience. The committee approved the course last month based on the part-time employment language being changed.</p>	
<p>Heather Kalb</p> <ul style="list-style-type: none"> <li>BIO 117 – course revision</li> </ul>	<p>Dr. Kalb is changing the prerequisite for BIO 117 to be BIO 110. Students need BIO 110 before 117 to have the necessary foundation on which to be successful in BIO 117. Dr. Kalb has reviewed assessment data and has found that this change is needed to improve the BIO 117 class.</p> <p>Ms. Soly indicated that this information needs to be shared with Jill Keyser, nursing program director, as students applying to the nursing program receive points for completing BIO 117. Ms. Yesenczki will notify Ms. Keyser of this change.</p> <p>Mr. Gomez motioned to approve the proposal. Ms. Kriechbaum seconded. Motion carried.</p>	<p><b>Ms. Yesenczki</b> will obtain necessary approvals to finalize the proposal and will update both the catalog and Banner. She will also inform Ms. Keyser of this change.</p>
<p>John Lantz</p> <ul style="list-style-type: none"> <li>CIT 227 – course revision</li> <li>Informational item – CRJ online</li> </ul>	<p><b>CIT 227</b> - Mr. Lantz presented this proposal in Ms. Ryan’s absence. The justification stated changing pre/coreqs which would allow the course to be moved to the first year alleviating the need for CLCs. Since there was not a program proposal also, the committee was not able to vote on this proposal as more detail is needed. Mr. Lantz will check with Ms. Ryan for clarification. Ms. Yesenczki will email the committee once more information is received.</p> <p><b>CRJ Online</b> – Mr. Lantz reported that he worked with Dr. Loveless on the process to officially offer the CRJ program completely online. There is only one class in the program that can’t be completed online and it is an elective.</p>	<p><b>Mr. Lantz</b> will contact Ms. Ryan for clarification. <b>Ms. Yesenczki</b> will notify the committee and request a vote.</p>
<p>Dave Lawson</p> <ul style="list-style-type: none"> <li>APT 240 – new course</li> </ul>	<p><b>APT 240</b> - Mr. Lawson created a new course which will be needed for the new Industrial Technology program. The new course was</p>	<p><b>Mr. Lawson</b> will work on the math issues and</p>

<ul style="list-style-type: none"> <li>Industrial Technology, AAS – new program</li> </ul>	<p>created at the request of his program advisory board which stated students needs hands-on electrical wiring experience. Mr. Lawson stated this course may be used by other programs.</p> <p><b>Industrial Technology, AAS</b> – This is a new program developed by Mr. Lawson to produce graduates that are needed in our area workforce. The committee reviewed the program and the new course and found inconsistencies with the math requirement for the program and the math requirement for some of the classes in the program. As a result, the proposal was tabled and Dr. Loveless will work with Mr. Lawson to fix the math issues. Once completed, the proposal will be sent for a vote via email.</p>	<p>provide an updated proposal.</p>
<p>Daniel Gomez</p> <ul style="list-style-type: none"> <li>MATH 101 – course revision</li> </ul>	<p>Mr. Gomez had made changes to the SLOs and CLOs for this course. Dr. Sharma stated that some of the CLOs could be combined making it easier to assess the course. Also, some of the CLOs could become SLOs. Mr. Gomez will work with Dr. Sharma and Ms. Cresap to revise the proposal.</p>	<p><b>Mr. Gomez</b> will work with Dr. Sharma and Ms. Cresap to update the CLOs and SLOs for this class.</p>
<p>Jill Loveless</p> <ul style="list-style-type: none"> <li>Progress report on ORNT 090</li> <li>Discussion – using “mastery” on MCG assessments</li> <li>Engineering &amp; Construction Management, AS Concentration – new program</li> <li>Information Item – CRJ Online</li> </ul>	<p><b>ORNT 090</b> – Dr. Loveless stated no progress report on this item.</p> <p><b>“Mastery” on MCG</b> – Dr. Loveless stated no update on this topic.</p> <p><b>Engineering &amp; Construction Management AS Concentration</b> – Dr. Loveless presented this AS concentration which resulted from an agreement with Wheeling University. She stressed this concentration is different than the AS 2+2 in pre-engineering we will be developing with WVU. This program will be a dual enrollment program with Wheeling University until Northern has qualified faculty to teach some of the courses. Based on which path students choose, there is the option of a certificate in construction management and a BS in engineering. Ms. Herrington was concerned that this program was being rushed. The committee suggested some minor revisions that were made during the meeting.</p> <p>Ms. Baker motioned to approve the proposal. Ms. Kahl seconded. Motion carried.</p>	<p><b>Ms. Yesenczki</b> will obtain all final approvals and will update the catalog regarding the new AS concentration.</p>

	<b>CRJ Online</b> – Dr. Loveless asked Mr. Lantz to inform the committee regarding this item. Summary of his remarks are listed in the above in the minutes.	
Kathy Herrington <ul style="list-style-type: none"> <li>• Pre-Psychology with Social Work 2+2 to WVU, AAS – Program Retirement</li> </ul>	Ms. Herrington is retiring this program with major code 347. The program has been updated due to changes made at WVU. Remaining students in the 347 major code will be provided a teach-out plan. The program will exist under a new title and major code of 345, Psychology with Social Work, AA, Transfer to WVU. Dr. Loveless and Ms. Yesenczki are currently working with the financial aid office and the State regarding the status of the new program.  Dr. Winland motioned to approve the proposal. Ms. Kahl seconded. Motion carried.	<b>Ms. Yesenczki</b> will obtain final approvals.
Other Business	<b>ORNT 101 College Transition</b> – Ms. Cresap prepared this proposal late and requested it to be reviewed at curriculum. The course has been revised for early entrance students to work on college prep and career readiness. This course does not replace ORNT 090.  Ms. Baker motioned to approve the proposal. Ms. Kahl seconded. Motion carried.  Ms. Yesenczki updated the committee on program changes that were approved for financial aid. Substance Abuse Intervention Specialist, AAS degree (major code 348), and Education: PK-5 Elementary Education (major code 396) were approved. She will be working with the financial aid office for a second submission to include other program changes that have occurred since the initial deadline.	<b>Ms. Yesenczki</b> will obtain final approvals and add this course to the catalog and Banner.
Next Meeting	This was the last meeting for this curriculum cycle. There may be some proposals that will be sent via email for a vote. Ms. Yesenczki will send out the minutes via email and request a motion for approval.	
Meeting Adjournment	Meeting adjourned at 4:00 pm.	
<b><u>ADDENDUM TO MINUTES</u></b>	<b>April Minutes</b> – the April minutes were approved via email.	<b>Ms. Yesenczki</b> will submit the approved

	<p><b>APT 110 and APT 155</b> – Mr. Lawson submitted course revision proposals for APT 110 and APT 155. MATH is being removed as a pre/coreq for APT 110 as it not needed. APT 155 can accept MATH 101 or 113 as a pre/coreq. These changes will fix the issue with the new Industrial Technology, AAS program. Ms. Herrington approved the proposal in Curriculog on behalf of the committee since it was discussed in the April meeting.</p> <p><b>APT 240</b> - This course was not affected by the math issue and has been approved by the curriculum committee.</p> <p><b>Industrial Technology, AAS</b> – Mr. Lawson changed the MATH requirement for this program to MATH 113. That change, in addition to the changes to APT 110 and 155, correct the problems when the program was originally presented to the committee. An email was sent to the committee and all approved. Ms. Herrington approved the proposal in Curriculog on behalf of the committee.</p>	<p>minutes to Hilary Wilson for to be posted to our webpage.</p> <p><b>Ms. Yesenczki</b> will obtain all necessary final approvals and update the courses in Banner and Acalog.</p> <p><b>Ms. Yesenczki</b> – will obtain all necessary final approvals and will add the program to Acalog.</p> <p><b>Ms. Yesenczki</b> – will obtain all necessary final approvals and will add the program to Acalog.</p> <p>Approval details for all proposals can be found in Curriculog.</p>
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Respectfully submitted by: Becky Yesenczki