

## Curriculum Committee Meeting

Oct. 12, 2018

**Present:** Brandy Killeen, Chana Baker, Greg Winland (by phone), Heidi Ryan, Janet Fike, Jill Loveless, Kathy Herrington (chair), Lindsay Warren, Lisa Soly (by phone), Misty Kahl, Pam Sharma, Becky Yesenczki, Scott Owen, Stephanie Andenoro, Tracy Jenkins

**Excused:** Joyce Britt, Juanita Burress

**Guests:** Crystal Harbert, Jennifer Kriechbaum

**Presenters:** Jennifer Lantz

Topic	Discussion	Follow-up
Introductions/Purpose of Committee	<p>In charge of reviewing all curriculum proposals. Committee structure includes faculty from every division, records office, registrar's office, institutional research, and others as necessary. Proposals are submitted to Ms. Herrington and Ms. Yesenczki for review and dissemination to committee for further review prior to meetings.</p> <p>Dr. Loveless stated that this committee would be interviewed by the HLC team. She encouraged committee members to write any questions regarding the upcoming interview and we will discuss at November's meeting. Committee members need to be prepared to answer questions regarding committee's role and procedures.</p> <p>Dr. Loveless informed the committee that Curriculog implementation will begin soon and all members of the committee will need to be involved in training.</p>	Bring any questions regarding the upcoming HLC visit to November's meeting.
Math Co-Requisite Model, 1 <sup>st</sup> Reading, Jennifer Lantz	<p>Revision of current math co-requisite model to align outcomes with college level courses while being compliant with state regulations, and alleviate grading confusion between supplement and college-level course.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"><li>• Proposal is to add supplement class to college-level class and align supplement MCG with college-level MCG. Currently the MCG's for all math supplements are the same. Would create two courses, one that is college-level only and one that would include the</li></ul>	Ms. Fike, Dr. Loveless, and Ms. Lantz will do more research. Ms. Lantz will bring

	<p>supplement. Ex. MATH 204=4 credit hours, MATH 204S=6 credit hours. Combining supplement with college-level alleviates the need for 2 separate grades.</p> <ul style="list-style-type: none"> <li>• Ms. Yesenczki stated that current MATH 204 requires English placement test scores or English supplement. Ms. Lantz stated she will add the English requirements to the MCG for MATH 204S.</li> <li>• Ms. Yesenczki stated concerns regarding the “S” course appearing as an additional 2 credit hours of college-level math. Also could affect current transfer agreements.</li> <li>• Dr. Loveless expressed concerns regarding students being in class together, those not needing the supplement leaving the course at the end of regular instruction and those needing supplement staying in class for more instruction. Can also cause heavy instructional load for faculty for a small amount of students.</li> <li>• Ms. Herrington wants to know how other community college are handling the math classes with supplements.</li> <li>• Ms. Baker mentioned that this will be a large part of the discussion at the upcoming WVADE conference.</li> <li>• Ms. Fike will talk with other registrar’s in the state.</li> <li>• Open entry and exit class may help. However, Northern does not have a policy for this type of class at this time.</li> <li>• Ms. Herrington stated questions that need answered: How are other colleges handling this; How does this affect transfer/transcripts; What impact does this have on financial aid?</li> <li>• Proposal was tabled and will be brought to November’s meeting.</li> </ul>	<p>revised proposal to November’s meeting.</p>
<p>Termination of AAS CIT Networking program, 1<sup>st</sup> Reading, Heidi Ryan</p>	<p>Termination of program due to declining enrollment.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Enrollment in this major is declining and being picked up with other majors in the CIT department.</li> <li>• Only 5 students who need to finish the program.</li> <li>• Normally students have 5 years to complete a program. However, Dr. Loveless and Ms. Fike stated that the 5 years can be eliminated</li> </ul>	<p>Ms. Ryan will work on the issues presented and bring the proposal back to the November</p>

	<p>if all students receive a teach-out plan alerting them to a deadline to finish the program.</p> <ul style="list-style-type: none"> <li>• Ms. Herrington stated that CIT 274 is listed as a prereq for CIT 250. Since CIT 274 will be retired, it must be removed from CIT 250.</li> <li>• Dr. Loveless stated that once the program retirement is approved by curriculum, it will require approval from the BOG. After that, it will be sent to the State.</li> <li>• Mr. Owen pointed out some grammatical errors.</li> </ul> <p>Motion to accept 1<sup>st</sup> reading made by Mr. Owen. Seconded by Ms. Baker. Motion carried.</p>	<p>meeting for a 2<sup>nd</sup> reading.</p>
<p>CIT 253 Change, 1<sup>st</sup> Reading, Heidi Ryan</p>	<p>Changing course title, description and SLO's/CLO's.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• Course title being changed. Current title is too specific for current industry.</li> <li>• Course description was changed to be more generic.</li> <li>• Ms. Yesenczki stated that CIT 132 can't be a pre/coreq. CIT 132 no longer exists. CIT 187 <b>AND</b> 176, both are required.</li> <li>• MCG is missing formative and summative measures and standards and the name and date of the person revising the MCG. Ms. Ryan will get the correct MCG template and transfer the information from the current MCG.</li> <li>• Ms. Jenkins asked if CIT 253 taken previously will be acceptable since it is being changed. Also, this course is not in the Cyber Security program, but in Software Engineering. It is an elective for four other programs.</li> <li>• Dr. Loveless questioned whether or not it should be a new course or just change the current course. Ms. Jenkins said it would be easier to change the amount of time the course can be accepted rather than changing it to a new course. Ms. Ryan will work with Ms. Jenkins on how long the class is acceptable.</li> </ul>	<p>Ms. Ryan will work on teach-out plans for remaining students and will fix MCG for CIT 250. Will bring proposal back to November meeting for 2<sup>nd</sup> reading.</p>

	<ul style="list-style-type: none"> <li>Ms. Yesenczki stated that she won't be able to make Banner recognize the amount of time that this course can be accepted. Ms. Jenkins stated that would not be a problem because it will be caught in Degree Works.</li> </ul> <p>Motion to accept 1<sup>st</sup> reading made by Ms. Kahl. Seconded by Ms. Warren. Motion carried.</p>	
<p>MMT Program, 1<sup>st</sup> Reading, Larry Brown and Karri Mulhern</p>	<p>New program – Mine Maintenance Technology (partnership with Murray Energy and Pierpont Community &amp; Technical College)</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>Program was pulled from today's meeting. More work needs done before it is ready to be presented.</li> </ul>	<p>Mr. Brown and Ms. Mulhern will bring this proposal to November's meeting.</p>
<p>Other Business</p>	<p>Ms. Herrington is having a problem with a course a student took 22 years ago. Student wants course to still count. Ms. Herrington is requiring the student to take the course again because the course has changed. Dr. Loveless will ask division chairs to work with program directors to get an idea of whether or not courses in their respective programs should be outdated after a certain time period. Some programs already have a policy on outdated course work. Gen eds will probably not need a cutoff except for programs such as nursing. Recommendation will be course by course. Does not seem to be a state policy on outdated courses.</p> <p>Ms. Yesenczki stated training and implementation has been completed for Acalog. Curriculog training will begin in the next couple of weeks.</p> <p>Dr. Loveless will be working with program directors to discontinue online programs and combine with the traditional programs. Programs will have a statement if online option is available.</p> <p>Proposals slated for November meeting are:</p> <ul style="list-style-type: none"> <li>Ms. Baker – ENG 115S</li> <li>Ms. Killeen – Welding</li> </ul>	<p>Dr. Loveless will be working with division chairs on need to outdate courses.</p>

	<ul style="list-style-type: none"> <li>• Ms. Warren – Nursing</li> <li>• Ms. Ryan – 2<sup>nd</sup> reading for CIT program discontinuation</li> <li>• Ms. Mulhern and Mr. Brown - MMT</li> </ul>	
Adjourn	Motion to adjourn made by Mr. Owen. Seconded by Ms. Ryan. Meeting adjourned at 2:40 pm.	
Next Meeting	November 9, 1 pm, board room.	

Respectfully Submitted by: Becky Yesenczki