

Curriculum Committee Meeting

Mar. 12, 2021 – APPROVED

Present: Jill Loveless, Becky Yesenczki, Jennifer Kriechbaum, Kathy Herrington (chair), John Lantz, Joyce Britt, Misty Kahl, Debbie Cresap, Chana Baker, Janet Fike, Daniel Gomez, Lisa Soly, Greg Winland

Absent: Tracy Jenkins, Pam Sharma

Presenters: Chris Kefauver, Dave Lawson

Topic	Discussion	Follow-up
Review of February's Minutes	<p>Ms. Herrington announced that Ms. Kriechbaum would be replacing Mr. Owens on the curriculum committee.</p> <p>Ms. Kahl motioned to approve February's minutes as presented. Ms. Baker seconded. Motion carried.</p>	<p>Ms. Yesenczki will finalize February's minutes, send final copy to committee members and submit a copy to Hilary Wilson for posting to our website.</p>
<p>Jill Loveless</p> <ul style="list-style-type: none"> • ORNT 090 Discussion 	<p>Dr. Loveless reported that this course is currently under revision and has been the topic of several discussions. At this time, the committee will table this discussion until April's meeting. Dr. Loveless will supply any updates at this meeting.</p>	<p>Ms. Yesenczki will add ORNT 090 to April's agenda.</p>
<p>Dave Lawson</p> <ul style="list-style-type: none"> • APT 201 – new course • Instrumentation Process Technology, A.A.S. – program revision 	<p>APT 201 - Mr. Lawson stated that this course was previously COT 201. The department is being changed to APT and the title is receiving a minor change. This course will serve the IPT program well as it pulls together several types of machinery, all of which are covered in the program. Dr. Loveless will work with Mr. Lawson on the lecture/lab ratio and to align the CLOs and SLOs of the course.</p> <p>Ms. Baker motioned to approve the proposal with corrections. Ms. Kahl seconded. Motion carried.</p> <p>Instrumentation Process Technology, A.A.S. – Mr. Lawson is using APT 201 as a replacement for SPCH 101 in this program. Students will benefit more from this course than speech.</p> <p>Mr. Lantz motioned to approve the proposal. Dr. Winland seconded. Motion carried.</p>	<p>APT 201 Dr. Loveless will work with Mr. Lawson to finalize the course and notify Ms. Yesenczki when the changes have been made.</p> <p>Industrial Process Technology – Ms. Yesenczki will obtain necessary approvals and finalize the proposal.</p>

<p>Chris Kefauver</p> <ul style="list-style-type: none"> • CART 121 – course revision • CART2 223 – course revision • CART 231 – course revision • CART 235 – course revision • HSP 214 – new course • HSP??? – new course • Hospitality, C.A.S. – new program 	<p>CART 121 and CART 223 - CLO's and SLOs were updated. Question about "mastery". Is 60% mastery? How can a student pass the course with 60% but need 75% on certification test to receive credentials? Concern was raised about the number of outcomes and the ability to assess that many. Mr. Kefauver that the outcomes were based on ServSafe standards. Dr. Loveless will work with Mr. Kefauver on this issue. A discussion will be added to April's agenda regarding "mastery" for assessment purposes. Dr. Loveless and Ms. Cresap will also discuss use of "mastery" in assessment committee.</p> <p>CART 231 – Lecture/lab ratio changes. Mr. Kefauver will work with Dr. Loveless on the CLOs and SLOs.</p> <p>CART 235 – removed pre-req of CART 145. Changed lecture/lab ratio. Will work with Dr. Loveless on SLOs and CLOs.</p> <p>Ms. Baker motioned to approve the changes to CART 121, 223, 231, and 235 providing outcomes are reviewed with Dr. Loveless. Ms. Britt seconded. Motion carried.</p> <p>HSP 214 – New course for new hospitality program. CLOs and SLOs were discussed. Mr. Kefauver will work with Dr. Loveless on the outcomes. Ms. Yesenczki stated that since the course is in a one-year program, it should not have a 200-level number. She will renumber the course accordingly.</p> <p>Ms. Kahl motioned to approve the new course providing Mr. Kefauver work with Dr. Loveless on the outcomes. Dr. Winland seconded. Motion carried.</p> <p>HSP??? – new course for new hospitality program. Committee had questions regarding need for part-time employment for this class. Need to determine how many hours are needed to fulfill the "internship" hours for the course. If employment is necessary for this course, needs to be discussed in the program description so students are aware. Mr. Kefauver will this information and send the</p>	<p>CART 121, 223, 231, and 235 – Dr. Loveless will work with Mr. Kefauver on SLOs and CLOs. Ms. Yesenczki will finalize these proposals once all approvals have been obtained.</p> <p>New HSP courses – Dr. Loveless will work with Mr. Kefauver on outcomes and Ms. Yesenczki will finalize the new courses after all approvals have been obtained. Mr. Kefauver will revise the HSP course requiring employment and send it back to the committee via email for a final approval.</p> <p>Hospitality C.A.S. – Ms. Yesenczki will make necessary changes to the title and program layout, obtain necessary signatures and finalize the proposal.</p>
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	<p>course back to the committee. Final approval will be completed via email.</p> <p>Ms. Baker motioned to provisionally approve the proposal. Mr. Lantz seconded. Motion carried.</p> <p>Hospitality, C.A.S. – Mr. Kefauver is developing this certificate program to meet the needs of employers in our area. This program used to exist as an AAS degree. Most of the courses already exist, just adding two new courses to cover some additional content needed. Committee discussed renaming the program to Hospitality and Tourism. The program will not be financial aid eligible for this fall but may be eligible for WV Invests dollars. Program can be submitted for FA approval in the 2022-2023 academic year.</p> <p>Ms. Baker motioned to approve the new program. Ms. Soly seconded. Motion carried.</p>	
<p>Greg Winland</p> <ul style="list-style-type: none"> ENG 101 – course revision 	<p>Dr. Winland stated to meet the state requirements for ENG 101 to remain on the state transfer core coursework agreement, revision was necessary. Biggest change was removing the research paper component of the class. ENG 102 will now contain a research paper. ENG 101 will still cover research basics. Ms. Baker stated that faculty in other areas need to be aware of this change.</p> <p>Ms. Kriechbaum motioned to approve the proposal. Ms. Britt seconded. Motion carried.</p>	<p>Ms. Yesenczki will obtain all necessary approvals and finalize the proposal.</p>
Other Business	<p>Ms. Yesenczki notified the committee that a minor change had to be made to the RAH program proposal that was approved at last month's meeting. To keep the program hours at 60, the only math options are MATH 101 and 109. Mr. Labriola approved this change. He will bring the program proposal back to curriculum for the 2022-2023 academic year to add other math options increasing the total hours for the program to 60-61.</p>	
Next Meeting	Apr. 9, 2021, 1 pm, via Zoom	
Meeting Adjournment	Meeting adjourned at 3:35 pm.	

Respectfully submitted by: Becky Yesenczki