

MINUTES

CURRICULUM AND INSTRUCTION COMMITTEE

October 12, 2016

Copy to:

Kirk Stephens, Chairperson
Linda Aiken
Martin Aucoin
Thom Brooks, ex-officio
William Brothers
Betsy Clayton, recorder
Cheryl Contino-Conner
Cheryl Davids
Johnathan Dean
Mark Ellison
Bethany Emory
Amanda Everhart
Mitch Fischer
Stephen Hesselbirg
Clyanne Hyde
Melody Lawrence
Diane Page
Barbara Putman
Hilary Seagle
Cyndi Slocumb
Debbie Smith
Paul Wolf

cc:

Claudia Buchanan
Jessica Gunter
Ben Haines
Polly Russell
Jill Wolfe

Committee: Curriculum & Instruction

Date: October 12, 2016

Time: 11:00 AM

Place: Burrell 102A

Members Attending: Linda Aiken, Martin Aucoin, Thom Brooks, William Brothers, Cheryl Contino-Conner, Johnathan Dean, Mark Ellison, Bethany Emory, Amanda Everhart, Mitch Fischer, Diane Page, Barb Putman, Cyndi Slocumb, Debbie Smith, Paul Wolf, and Kirk Stephens-Chair

I. Call to Order – Kirk Stephens called the meeting to order at 11:00 AM.

A. Approval of Minutes

After Kirk called the meeting to order and welcomed the new committee members, he briefly stated the committee is driven by catalog deadlines and the function of the committee affects college operations. Then he asked for discussion on the following minutes:

1. **January 1, 2016** meeting

William Brothers motioned to accept the minutes. Cyndi Slocumb seconded the motion. The motion passed unanimously.

2. **March 2016** email meeting

William Brothers motioned to accept the minutes. Diane Page seconded the motion. The motion passed unanimously.

II. Open Issues

A. Arts and Sciences – Barb Putman

1. **Associate in Arts – AA, Fall 2017**

- a) Add: AST 111, AST 111A, CHM 130, CHM 130A, CSC 151, CTS 115 to elective options
- b) Add: AST 111 and AST 111A to Natural Science option

2. **Associate in Science – AS, Fall 2017**

- a) Add: AST 111, AST 111A, CSC 151, CTS 115, HEA 110 to elective options
- b) Add: AST 111 and AST 111A to Natural Science option

3. **Informational Item:** Associate in Fine Arts has been revised with a new curriculum code and will bring to the next C & I meeting once the program courses have been finalized. Associate in Engineering was approved by the SCC Board of Trustees but the AS division will continue to study the program for implementation. Possibly bring to the next meeting for approval.

Mitch Fischer motioned to accept the proposed changes. William Brothers seconded. The motion passed unanimously.

B. Career Technologies – William Brothers

1. Civil Engineering Technologies – AAS, Spring 2017

- a) Add: CIV 215 Highway Technology
- b) Delete: CIV 125 Civil/Surveying CAD (will keep this course in the picklist for future use but a student will only be able to see CIV 215 in printed materials).

2. Geomatics Engineering Technologies – AAS, Spring 2017

- a) Add: CIV 215 Highway Technology
- b) Delete: CIV 125 Civil/Surveying CAD

Diane Page motioned to accept the proposed changes. Cyndi Slocumb seconded. The motion passed unanimously.

C. Health Sciences – Mitch Fischer

1. Respiratory Therapy – AAS, Fall 2017

- a) Mitch brought a number of moves, additions and deletions but one course was out of sequence with its corequisite. The committee asked to put this on the table until the course sequence was resolved. There was no vote approval for these changes.

2. Phlebotomy – Certificate, Fall 2017

- a) Reactivate the Phlebotomy certificate in the fall, exactly the way it was offered in the 2015-2016 catalog. (PBT 100, PBT 101 & PSY 150). The certificate is not available for financial aid. Phlebotomy will still continue to run in Workforce Innovations during the spring semesters.

Barb Putman motioned to accept the activation of Phlebotomy. William Brothers seconded. The motion passed unanimously.

III. Other Business

A. Information Item – Thom Brooks

Thom stated that the committee will begin working on putting practices into procedures (such as an obligation to deliver a program of study to a student under the catalog they are assigned to).

IV. Adjournment –

- A. Kirk stated that a poll will be sent to determine the next date and members are encouraged to send a proxy if they are not able to attend. He adjourned the meeting at 11:43 AM.

Recorded by:

	Betsy Clayton	Date: 10/12/16
Chairperson:		
	Kirk Stephens	Date: 10/12/16