

Copy to:

Kirk Stephens, Chairperson  
Linda Aiken  
Dominique Benson  
Thom Brooks, ex-officio  
Wendy Buchanan  
Lori Clancy  
Betsy Clayton, recorder  
Cheryl Contino-Conner  
Cheryl Davids  
Johnathan Dean  
Bethany Emory  
Mitch Fischer  
Clyanne Hyde  
Melody Lawrence  
Danell Moses  
David Myers  
Meg Petty  
Carolyn Porter  
Barbara Putman  
Hilary Seagle  
Paul Wolf

cc:

Ben Haines  
Dee Roberts  
Polly Russell  
Sandra Seibert  
Jill Wolfe

**Committee:** Curriculum & Instruction

**Date:** October 9, 2019

**Time:** 3:00 PM

**Place:** Burrell 102A

**Members Attending:** Linda Aiken, Thom Brooks, Wendy Buchanan, Lori Clancy, Betsy Clayton, Cheryl Contino Conner, Cheryl Davids, Mitch Fischer, Clyanne Hyde, Danell Moses, David Myers, Meg Petty, Carolyn Porter, Barb Putman, and Kirk Stephens-Chair

**I. Call to Order** – Kirk Stephens called the meeting to order promptly at 3 pm. thanked everyone for their willingness to serve on the Curriculum & Instruction Committee this academic year.

**A. Approval of Minutes**

Kirk stated that minutes were sent prior to the meeting for review. He asked for discussion on the following minutes:

**1. February 6, 2019 meeting**

There was no discussion. Linda Aiken motioned to accept the minutes. Cheryl Davids seconded the motion. The motion passed unanimously.

**II. Open Issues**

**A. Arts and Sciences – Barb Putman**

There were no items for Arts and Sciences this meeting.

**B. Career Technologies – Danell Moses**

**1. Mechatronics – AAS, Spring 2020**

- a) Danell recalled this until further information is reviewed. No item.

**C. Health Sciences – Mitch Fischer**

**1. Nursing, ADN – Spring 2020**

- a) Delete: ACA 111  
b) Add: ACA 122  
c) AGE in Nursing requires ACA 122 and has posed an issue with a lot of course substitutions. This should reduce the problem.  
d) Dr. Brooks also asked if there was an issue with a certain PSY course. Wendy stated that at one time there was, but since it has been added to AGE, it is fixed.

- e) Melody stated that RIBN was no longer an accurate representation of the program in the catalog and the website. Wendy stated that the Articulation Agreement recently changed and they will be updating requirements. Dr. Brooks asked that the updates be sent to Betsy.
  - f) Requested a change of grading scale from 7 points to 10 points. This would improve GPA's of students and eliminate need to round grades up/down.
- 2. Outdoor Leadership – AAS, & Wilderness Emergency Certificate - Spring 2020**
- g) EMS 110 course hours changed last year and was overlooked by this certificate. We will update the 2020 Spring AAS so that a revised certificate can be built. The hours increased by 1 SHC
- 3. Radiography – AAS – Fall 2020**
- h) Delete: RAD 281
  - i) Upon last revision, Clinical Elective RAD 281 was added to the summer semester. As it turned out, the summer semester does not allow enough time for this clinical elective. The program hours decreased by 1 SHC.

Cheryl Contino Conner motioned to accept the proposed changes from Health Sciences. Kirk amended the motion to add that the Nursing RIBN information mentioned above be sent to Betsy. Lori Clancy seconded. The motion passed unanimously.

### III. Other discussion

A. As an informational item, Dr. Brooks explained that many students, particularly in AGE Health Sciences programs, have multiple open programs they have no intention on completing. Reporting becomes compromised. The curriculum deans and Student Services are looking at ways to address these issues. One way is to remove the option for AGE student selection. This puts a heavy emphasis on advising.

### IV. Other Business

#### A. Meeting Schedule

Because the committee has a tangible outcome (catalog), we will meet at least two more times, usually late November/early December and in early January. If something urgent were to come up after these meetings, Kirk will send out an email approval request. Catalog will go out in February.

### V. Adjournment –

A. Stephens adjourned the meeting at 3:35 pm.

Recorded by:

	Betsy Clayton	Date: 10/9/2019
Chairperson:	 Kirk Stephens	Date: