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# MEETING MINUTES APR. 26, 2019

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SIER 103, 9-11 a.m.

**Meeting called to order:** 9 a.m.

**In attendance:** Eric Adjei, Amber Anaya, Grecia Anaya-Arevalo, Julia Bledsoe, Dan Bouweraerts, Bob Fletcher, Jennifer Garzon, Tanja Hayes, Courtney Hytinen, Marcie Iannacchione, Virginia Irintcheva (Chair), Leslie Jia, Martha Johnson-Olin, Katie Kolbet, Sione Lavaka, Jeffrey Metcalf, Staci Miller, Perry Mitchell, Perla Petry, Jennifer Pierce, Melanie Purdy, Randy Walden

**Absent:** Andy Hughes, Elena Atanasiu (Proxy: Tanja Hayes), Natalie Brown (Proxy: Staci Miller), Lisa Buehler (Proxy: Tanja Hayes), Tara Connolly (Proxy: Courtney Hytinen), Melissa Deadmond, Hieu Do (Proxy: Tanja Hayes), Natalie Fisher, Molly Maynard (proxy: Martha Johnson-Olin, Haley Orthel-Clark (proxy: Dan Bouweraerts)

**Guests:** Cheryl Cardoza, John Fitzsimmons

Approval of the meeting minutes from March 2019 with a name correction from Martha Olin-Johnson to Martha Johnson-Olin.

Motion: Perry Mitchell

2nd: Katie Kolbet

**Consent items:**

Motion: Katie Kolbet

2nd: Melanie Purdy

Course Deactivations: Passed as Consent

- CHEM 120: Recitation for General Chemistry I
- CHEM 201: General Chemistry for Scientists and Engineers
- CHEM 202: General Chemistry for Scientists and Engineers II

Course Revisions: Passed as Consent

- ELM 134: Programmable Logic Controllers I
- ELM 134M: Programmable Logic Controllers I
- ELM 233: Introduction to Instrumentation
- ELM 233M Introduction to Instrumentation
- MPT 120: Automated Production Concepts II
- MPT 120M: Automated Production Concepts II

Program Deactivations: Passed as Consent

- Skills Certificate – Emergency Medical Technician Instructor

Program Change Requests: Passed as Consent

- Graphic Arts & Media Technology, AA, Graphic Design Track

## **Non-consent items:**

New Courses: Passed as Non-Consent

Motion: Martha Johnson-Olin                      2nd: Tanja Hayes

- ENG 101E: Composition I: Accelerated Learning Program

The committee discussed the two English courses in relation to the recent NSHE co-requisite proposal. Cheryl Cardoza, Chair of the English Department, was present to describe what the English department is doing and answer all questions. Cheryl noted the ENG 101E is needing to be approved today in order to implement in the Fall. Students from ENG 98/96 will go to 101E. Melanie Purdy asked if this will count with high school req's. Cheryl noted that is Jumpstart's purview and they can make it a requirement. Tanja Hayes expressed concern about the 15-20-page requirement. Cheryl noted the pages are over the semester not per assignment.

Jeffery Metcalf will update the prerequisite on ENG 102. Jennifer Garzon suggested incorporating this into the student orientation.

Motion: Martha Johnson-Olin                      2nd: Randy Walden

- ENG 98E: Composition Studio

Per committee input the description was changed to remove HS GPA, remove repeatable course, and add student can retake to receive a better grade.

Motion: Randy Walden                              2nd: Kate Kirkpatrick

Course Revisions: Passed as Non-Consent

- MAT 182: Calculus II

Removed from Gen Ed and placed on the non-consent agenda. Effective date changes to 20/21 catalogue, since registration for fall 19 is already underway.

Motion: Randy Walden                              2nd: Katie Kolbet

- ENG 107: Technical Communications I

Program Deactivations: Passed as Non-Consent

Julia Bledsoe requested that three programs be added to the Non-consent agenda, since they need to be in the catalogue for next year.

Motion: Tanja Hayes                                2nd: Randy Walden

- Health Sciences, Certificate of Achievement, Pre-Paramedic Track

Motion: Randy Walden                              2nd: Dan Bouweraerts

- Health Sciences, Certificate of Achievement, Radiologic Technologist Track

Program Change Requests: Passed as Non-Consent

Motion: Randy Walden                              2nd: Tanja Hayes

- Health Sciences, Certificate of Achievement

Motion: Randy Walden

2nd: Dan Bouweraerts

- Certificate of Achievement- Advanced Manufacturing and Automation

Motion: Tanja Hayes

2nd: Dan Bouweraerts

- Computer Information Technology, AAS, Networking

Approved pending a change in the course sequence which would account for students being able to double dip on US, Nevada constitution and Fine Arts/Humanities/Social Science credits.

### **Other Business**

1. NSHE Course-Level Guidelines were reviewed and Chair Irintchevia requested the committee send any comments to her. Virginia also edited the document based on input received at today's meeting and will forward the suggested changes to Melissa Deadmond. The main concerns were including 200 level courses as possible GE courses and not limiting the list of Bloom's verbs to specific verbs, because the verbs are course appropriate.
2. Proposed CRC Website changes were discussed. The discussion circled around a step-by-step procedure on how to create a new course in a demo mode, ways to make the webpages easier to find/more intuitive, incorporate this into new faculty orientation. It was also suggested to investigate what is possible before stating we can or cannot do something. Jeffrey Metcalf suggested creating a Canvas course/tutorial and Virginia suggested a subcommittee be formed next year to possibly create a canvas course/tutorial.
3. Bloom's verbs discussion continued. The word "grasp" was universally noted not to use. Virginia suggested a subcommittee be formed next year to create a list for CIM.

Meeting Adjourned at 10:42 a.m.