

ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

DON 202– 09/13/2018

In attendance:

- | | |
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| <input checked="" type="checkbox"/> Della Dubbe | <input checked="" type="checkbox"/> Robyn Kiesling |
| <input checked="" type="checkbox"/> Tod Dumas | <input checked="" type="checkbox"/> Sandra Sacry |
| <input type="checkbox"/> Kimberly Haughee | <input checked="" type="checkbox"/> Jennifer Bergner |
| <input checked="" type="checkbox"/> Amy Kong | <input type="checkbox"/> Michael Wiederhold |
| <input checked="" type="checkbox"/> Barbara Yahvah | <input type="checkbox"/> Patrick Turner |
| <input checked="" type="checkbox"/> Tammy Burke | <input checked="" type="checkbox"/> Bryon Steinwand |
| <input type="checkbox"/> Sarah Dellwo | <input checked="" type="checkbox"/> Hayley Blevins (Recorder) |
| <input checked="" type="checkbox"/> Sandy Bauman | |

Guest: None

Call to Order: Barbara called the meeting to order at 4:07 p.m.

Review of minutes: May 10, 2018 meeting. Inactivations was changed to inactivation. Jenn moved to accept the minutes as edited, Tod seconded, unanimously accepted, motion carried.

Deliverables

- ISPD termination and moratorium of Automotive. For the first year Automotive program we only had two students interested and no instructor, so it was decided to spend this year looking at how to improve the program. The ISPD program had been losing enrollment and the market was saturated. The current students have plans to complete all of the required courses.
- Curriculum manual. It was decided the language does not have to be verbatim with the Faculty Senate verbiage. Sandy B.'s title needed updated throughout the entire document. The section explaining the graduation appeal committee is different from the language from Faculty Senate. No one has been part of this process before, and are unsure of the function or background. Sarah might have more information. There is supposed to be a submission calendar for forms. Barbara and Hayley will meet to discuss this and bring it back to the committee. As for new programs there are strict deadlines since the items have to go to Board of Regents. The electronic forms are being sent to Hayley not the committee chair. The section of forms will be updated to match the changes that were made last year. The new version will be voted on when we have the changes completed.
- Syllabus template is something we could look at as well as program statement. The degree planning sheets are something we handle. The process needs to be updated, but it will be worked on through the semester. Syllabi are on the employee drive.
- Hayley is working on making sure that courses that are labeled as General Education, diversity, and honors, actually are.
- The old ASCRC forms were scanned and are available on the employee drive.
- There is a policy coming through about how we protect children on campus. This is not part of ASCRC.

- New Courses: None

- Course Revisions: BIOB170. This was prerequisite changed. Della moved to accept the course as read, Jenn seconded, unanimously accepted, motion carried.

BIOB272. This was a prerequisite change. There was a minor edit. Bryon moved to accept the course as edited, Jenn seconded, unanimously accepted, motion carried.

- Course Inactivations: None

- Diversity Courses: None

- Honors Courses: None

Adjourned: Meeting adjourned at 4:48 pm.