

ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

DON 201 – 10/10/2019 at 4:00 p.m.

In attendance:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Barbara Yahvah (Chair) | <input checked="" type="checkbox"/> Kimberly Haughee |
| <input type="checkbox"/> Tod Dumas (Vice Chair) | <input checked="" type="checkbox"/> Robyn Kiesling |
| <input type="checkbox"/> Sandra Bauman | <input checked="" type="checkbox"/> Amy Kong |
| <input checked="" type="checkbox"/> Deb Rapaport | <input type="checkbox"/> Sandra Sacry |
| <input type="checkbox"/> Tammy Burke | <input checked="" type="checkbox"/> Bryon Steinwand |
| <input checked="" type="checkbox"/> Della Dubbe | <input type="checkbox"/> Michael Wiederhold |
| <input type="checkbox"/> Sarah Dellwo | <input checked="" type="checkbox"/> Ann Willcockson |

Recorder: Melanie Heinitz (Recorder)

I. Call to Order

Chair Barbara Yahvah convened the meeting at 4:01 p.m.

II. Review of Minutes from September 26, 2019

Bryon made a motion to accept the minutes as amended, Kim seconded the motion. All in favor, none opposed, none abstained: motion carried.

III. Unfinished Business:

A. Data Base (Bryon S)

- a. Bryon to add a “are you ‘sure’ you will be entering data? on the assessment database link (some faculty were looking—at that point, the system submits, whether faculty meant to or not—will redirect faculty et al to course bank)
- b. Currently, when curriculum changes are approved, once final signature is approved, they go to course bank; Bryon will write a program allowing query for each academic year

B. Elect Chair/Vice Chair

- a. Follow up to ECOS meeting
Barb attended the ECOS for clarification on who may serve as Chair and Vice Chair. ECOS will also be rewriting the ASCRC Bylaws, and they will look at the language within the bylaws.
- b. Qualifications – Faculty Senate, Article II. Section 3 and Bylaw V.C(1):
- c. Propose language or status quo (would be Faculty Senate Bylaw change)
Kim made a motion to nominate Barbara Yahvah as Chair, Bryon seconded the motion.
Bryon made a motion to close the nomination, Deb seconded the motion. All in favor, none opposed, none abstained: motion carried.

Della made a motion to nominate Bryon as Vice Chair, Amy seconded the motion. Kim made a motion to close the nomination, Deb seconded the motion. All in favor, none opposed, none abstained: motion carried.

C. Last day to add, drop courses each semester (Sandy B/Sarah D/Val C) – Deferred

IV. New Business:

A. Curriculum Forms Database

a. WLDG 151 Revision Effective Spring 2020

Barb made the changes as suggested in the note section of WLDG 151.

Kim made a motion to approve WLDG 151 as amended, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

Bryon will add prefix and course number to the Curriculum Home Page on courses awaiting approval. Bryon will adjust the scroll to the Select Course option.

b. ARTZ 298 New Effective Spring 2020

Barb made the changes as suggested in the note section of ARTZ 298. Course Outcomes will be kept the same across the board. This course is both a Fine Arts and Humanities.

Bryon made a motion to accept ARTZ 298 as modified, Deb seconded the motion. All in favor, none opposed, none abstained: motion carried.

Della and Amy will be added to the Database list, as they do not currently have access.

c. LIT 110 Revision Effective Spring 2020

Barb made the changes as suggested in the note section of LIT 110.

Bryon made a motion to approve LIT 110 as revised, Della seconded the motion. All in favor, none opposed, none abstained: motion carried.

Advising note changes do not need ASCRC committee approval.

d. LIT 211 CHAI Effective Spring 2020

This course is adding Cultural Heritage of American Indians (CHIA).

Della made a motion to approve LIT 211 as a CHIA course, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

Paige Payne will need to be notified once this course has finished the process, as this course will be placed in the current catalog.

e. M 274 Revision Effective *Spring 2021*

Changed to be effective Fall 2019. Barb made the changes as suggested in the notes of M 274, and Barb placed the notes from Lisa Simpson in the rational section.

Kim made a motion to approve M 274 as revised, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

- B. Review Curriculum Manual/Bylaws – Deferred**
 - a. Revise or inactivate**
 - b. Develop ASCRC Bylaws**

V. Next Meeting

- a. October 24, 2019 – ASCRC Chair out of town (cancel?)**
Melanie will send cancellation of this meeting.
- b. 2nd and 4th Thursdays 4:00 p.m. Sept. 12, 2019 through Dec. 12, 2019 (cancel Nov 28)**
- c. 2nd and 4th Thursdays 4:00 p.m. Feb. 13, 2020 – Apr 23, 2020**

VI. Other Items for Future Meetings

- a. Honors/Diversity Form Review**
- b. Program Statement**

VI. Adjournment

Meeting adjourned at 4:58 p.m.