

## ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

*Teams Online – 10/08/2020 at 3:00 p.m.*

In attendance:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Bryon Steinwand (Chair)   | <input checked="" type="checkbox"/> Robyn Kiesling  |
| <input checked="" type="checkbox"/> Deb Rapaport (Vice Chair) | <input checked="" type="checkbox"/> Amy Kong        |
| <input type="checkbox"/> <del>Sandra Bauman</del>             | <input type="checkbox"/> <del>Sandra Sacry</del>    |
| <input checked="" type="checkbox"/> Tammy Burke               | <input checked="" type="checkbox"/> Lisa Simpson    |
| <input checked="" type="checkbox"/> Della Dubbe               | <input type="checkbox"/> <del>Ann Willcockson</del> |
| <input checked="" type="checkbox"/> Sarah Dellwo              | <input checked="" type="checkbox"/> Barbara Yahvah  |
| <input checked="" type="checkbox"/> Derrick Hauer             |   |

Recorder: Melanie Heinitz

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### I. Call to Order

Chair Bryon Steinwand convened the meeting at 3:00 p.m.

### II. Review of Minutes from September 24, 2020

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

### III. Unfinished Business:

#### A. Database (Bryon S) - Deferred

#### B. FY 2021 Determine Timeframe/Process for Degree Sheets

##### a. Follow up with advisors and Donna (Bryon S) – Deferred

##### b. Bryon did query the courses missing Honors, Diversity, or CHAI check marks.

Many of the courses missing Honors, Diversity or CHAI are Adjunct taught classes. Adjuncts are paid separately for curriculum work. Robyn will assess the need and budget for curriculum work. Bryon will adjust the Admin page on the Database to allow Melanie to add check marks where paperwork exist.

### IV. New Business:

#### A. Curriculum Forms

##### a. New Course FIRE202

This new course is replacing FIRE242. The outcomes follow a national curriculum.

Della made a motion to accept the new course FIRE 202, Lisa seconded the motion. All in favor, none opposed, none abstained: motion carried.

##### b. Revision to FIRE106 - Tabled

##### c. Inactivation of FIRE107, FIRE108, FIRE120, FIRE125, FIRE140, FIRE180, FIRE210, FIRE215, FIRE225, FIRE232, FIRE 250, FIRE275.

Della made a motion to bundle the Inactivation of FIRE107, FIRE108, FIRE120, FIRE125, FIRE140, FIRE180, FIRE210, FIRE215, FIRE225, FIRE232, FIRE 250, FIRE275, Deb seconded the motion. All in favor, none opposed, none abstained: motion carried.

Tammy is moving the FIRE program for an AAS to an AS.

Barb made a motion to accept the Inactivation of FIRE107, FIRE108, FIRE120, FIRE125, FIRE140, FIRE180, FIRE210, FIRE215, FIRE225, FIRE232, FIRE 250, FIRE275, Derrick seconded the motion. All in favor, none opposed, none abstained: motion carried.

**d. Revision to HONR121**

UM and Helena College offer this course. Outcomes align with UM. Extended course description and advising notes added. WRIT101 is required as a pre-req, co-req removed. This course was returned to Karen Henderson with the request of updated Diversity and Honors paperwork.

**V. Next Meeting**

**a. October 22<sup>nd</sup>**

Additional meetings: December 10<sup>th</sup>, January 7<sup>th</sup>, and January 21<sup>st</sup>.

**VI. Adjournment**

Meeting adjourned at 3:41 p.m.

Deb made a motion to adjourn, Amy seconded the motion.