

ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

Teams Online – 11/19/2020 at 3:00 p.m.

In attendance:

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

Recorder: Melanie Heinitz

I. Call to Order

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

II. Review of Minutes from November 5, 2020

Amy made a motion to accept the minutes as read, Derrick 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
- C. General Education Core update (Robyn K.) - Deferred
- D. Membership should be finalized early December - Deferred

IV. New Business:

A. Network Administration AAS Moratorium request and forms (Academic Proposal Request Form and Program Termination/Moratorium Form)

The Computer Technology program at Helena College has two different degree options: an AAS in Programming and an AAS in Network Administration. While the enrollment in the AAS in Programming has remained relatively stable, the enrollment in the AAS in Network Administration has seen a significant decrease. After significant discussions with both the program advisory council and numerous industry employers, it was determined that in order to meet industry needs and the needs of our graduates, the degree will need to pivot towards incorporating increased cybersecurity content, in addition to adding embedded work-based learning opportunities throughout the two years needed to complete the degree. The program needs time to both make the necessary curricular changes and to work with industry partners to align the degree with appropriate work-based learning opportunities. The hope is to have the updated cybersecurity AAS curriculum

work and industry alignment completed by Spring 2022 so the degree can be offered beginning Fall 2022.

Barb made a motion to accept the Moratorium for Computer Technology AAS Network Administration, Lisa seconded the motion. All in favor, none opposed, none abstained: motion carried.

B. Computer Technology Program name change request and forms

The Computer Technology program has long been an important CTE option at Helena College, both for students seeking to enter the workforce in programming or network administration, and for the local employers it serves. After thorough discussions with local employers and industry partners, it was determined that changing the program name from Computer Technology to Information Technology and Programming is much more relevant to industry and that it better encompasses the degrees offered within the program. The re-titled program will also encompass future AS computer science transfer pathways much better than the current program title.

Della made a motion to accept the change from Computer Technology Program to Information Technology and Programming, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

C. Programming AAS name change request and forms

The Computer Technology AAS –Programming degree has long been an important degree option at Helena College, both for students seeking to enter the workforce in programming related positions, and for the local employers it serves. After thorough discussions with local employers and industry partners, it was determined that changing the degree name from Computer Technology AAS – Programming to Software Development is much more relevant to industry and that it better encompasses the degree curriculum. The current degree curriculum is not changing, apart from a few minor curricular changes connected to ongoing course assessment and learning outcome updates.

Amy made a motion to approve the program name change from Computer Technology AAS to Software Development AAS, Lisa seconded the motion. All in favor, none opposed, none abstained: motion carried.

D. Curriculum Forms

a. Revision of DST145, DST240 DST245, DST107, DST200, DST255, DST210, DST130 and DST211

Bundle Revision courses DST145, DST240 DST245, DST107, DST200, DST255, DST210, DST130 and DST211. The reason for this change is to make all of the first semester courses prerequisites to the second semester courses. Second semester courses will be prerequisite to third semester courses, and third semester courses will be prerequisite to forth semester courses.

Amy made a motion to bundle all prerequisite Revision courses for DST, Derrick seconded the motion. All in favor, none opposed, none abstained: motion carried.

Derrick made a motion approve all the DST Revision prerequisite changes, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

b. Inactivation of DST 105, DST110, and DST111

Amy made a motion to bundle the inactivation courses DST105, DST110 and DST111, Barbara seconded the motion. All in favor, none opposed, none abstained: motion carried.

Lisa made a motion to approve the inactivation for DST105, DST110 and DST111, Barbara seconded the motion. All in favor, none opposed, none abstained: motion carried.

V. Next Meeting

- a. December 10th, reminder of other meetings over winter break: January 7th, and January 21st**

VI. Adjournment

Meeting adjourned at 4:00 p.m.

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

VII. Appendix



AcademicProposalRequestForm-Program



AcademicProposalRequestForm Network



ProgramTerminationForm AAS Network



AcademicProposalRequestForm-CT Program