

## ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

### Minutes

Teams Online – 09/27/2023 at 4:00 p.m.

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*Helena College Mission:*

*Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.*

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In attendance:

Bryon Steinwand (Chair)  
 John Hartman (Vice Chair)  
 ~~Sandra Bauman~~  
 Della Dubbe  
 ~~Sarah Dellwo~~  
 Deb Rapaport  
 Bill Hallinan

~~Stephanie Hunthausen~~  
 ~~Robyn Kiesling~~  
 Amy Kong  
 Keri Jaynes  
 Phillip Sawatzki  
 Paige Ferro  
 Tod Dumas  
 Melanie Heinitz

Recorder: Paige Ferro

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#### **I. Call to Order**

Chair Bryon Steinwand convened the meeting at 4:01 p.m.

#### **II. Review of Minutes from April 26, 2023**

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

#### **III. Review of Minutes from August 14, 2023**

John made a motion to accept the minutes as read, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

#### **IV. Old Business:**

##### **A. Database (Bryon S)**

Bryon reports that annual plans and program reviews are being worked on and updated.

#### **V. New Business:**

##### **A. Elect Chair and Vice-Chair**

Tod made a motion to open nominations for a new Chair and Vice Chair for the ASCR committee, Phillip seconded. All in favor, none opposed, none abstained: motion carried.

Phillip made a motion to nominate John as Committee Chair, Amy seconded the motion.

Tod made a motion to close nominations, Phillip seconded the motion. All in favor, none opposed, none abstained: motion carried.

Tod made a motion to appoint John as Chair by acclamation, Phillip seconded the motion. All in favor, none opposed, none abstained: motion carried.

John made a motion to open nominations for the Committee Vice Chair, Amy seconded. All in favor, none opposed, none abstained: motion carried.

Tod made a motion to nominate Phil to Vice Chair, Amy seconded.

Della made a motion to close nominations, Bill seconded the motion. All in favor, none opposed, none abstained: motion carried.

John made a motion to approve Phillip as Vice Chair by acclamation, Bill seconded. All in favor, none opposed, none abstained: motion carried.

## **B. Curriculum Forms ASCRC, others if available**

### **a. GenEdCore OralComm COMX115**

Reassigning GenEd core status to COMX115. Phillip made a motion to accept the curriculum forms as amended, Tod seconded. All in favor, none opposed, none abstained: motion carried.

### **b. MART112**

Correction of credit hours from clinical hours. Della made a motion to approve MART112 as amended, Bill seconded. All in favor, none opposed, none abstained: motion carried.

## **VI. Meeting Schedule**

Minutes reflect second and fourth Wednesdays at 4 pm stand.

## **VII. Resolution of Recognition and Appreciation**

John formally introduced the Resolution of Recognition and Appreciation. John made a motion to approve the Resolution of Recognition and Appreciation, Bill seconded. All in favor, none opposed, none abstained: motion carried. \*see Addendum 1

## **VIII. Adjournment**

4:39 pm. – Phillip made a motion to adjourn, Tod seconded the motion.

## **IX. Addendum 1**

### **Resolution of Recognition and Appreciation**

**WHEREAS**, Bryon Steinwand has tirelessly served for many years as member and Chair of the Academic Standards & Curriculum Review (ASCR) committee, and

**WHEREAS**, he has created the incredible database system that has overwhelmingly streamlined the processes and work of the ASCR committee, and

**WHEREAS**, his leadership, comradery, and dedication has significantly and positively impacted the ASCR committee, its members, and the college,



**THEREFORE, BE IT RESOLVED** that the members of the ASCR committee recognize and extend our immense appreciation to Bryon Steinwand for his innovative leadership and contributions to the ASCR committee and Helena College

INTRODUCED, READ, AND APPROVED THIS 27<sup>TH</sup> DAY OF SEPTEMBER OF THE YEAR 2023.

-Members of the ASCR Committee 2023-2024