



ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

Teams Online – 02/14/24 at 4:00 p.m.

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.

In attendance:

- John Hartman (Chair)
- Phillip Sawatzki (Vice Chair)
- ~~Sandra Bauman~~
- Della Dubbe
- Sarah Dellwo (ex officio)
- ~~Deb Rapaport~~

- Stephanie Hunthausen (ex officio)
- Robyn Kiesling
- Tod Dumas
- Amy Kong
- Bryon Steinwand (ex officio)
- Bill Hallinan
- Keri Jaynes

Recorder: Paige M. Ferro

I. Call to Order

John called the meeting to order at 4:00 p.m.

II. Review of Minutes from January 24, 2024

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

III. Old Business:

A. Database (Bryon S)

Bryon changed the font case from upper case to regular set. He has sent the first batch of Pathways for AY24/25 to be uploaded.

IV. New Business:

A. Fire and Emergency Services residency credit requirement for A.S. completion (Sarah D. & Stephanie H.)

Catalog/Advising Language:

“The Fire and Emergency Services program allows students to meet the requirements for certain FIRE classes through industry-recognized certifications. These certifications, appearing on the transcript as credit by exam, will count towards the 1/3 graduation requirement for Helena College credits in the A.S. in Fire and Emergency Services degree.”

Tod made a motion to accept the Fire and Emergency Services residency credit requirement for AS completion as read, Bill seconded the motion. All in favor, none opposed, none abstained: motion carried.

B. New AA and AS outcomes drafted & approved by General Education faculty on February 9, 2024 (Robyn K.) See Addendum 1.

Bill made a motion to accept the new AA and AS outcomes as drafted and approved by the General Education faculty, Phillip seconded the motion. All in favor, none opposed, none abstained: motion carried.

C. Curriculum Changes

a. WRIT101

The old, inactive prerequisite of WRIT 096 was removed. Tod made a motion to accept WRIT 101 as read, Amy seconded. All in favor, none opposed: motion carried.

D. Pathway Changes

1. Bundling Motion for Part-Time Pathways: for Pathways on this Agenda only

Phillip made a motion to accept and approve a Part-Time Pathway whose approved Full-Time Pathway is identical not in term offered, but a course for course, credit for credit alignment, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

a. Criminology UM (AA) AY2425 PT

Sociology courses were updated to reflect the proper term offered in. Keri made a motion to accept the Pathway: Criminology UM (AA) AY2425 PT as read, Phillip seconded. All in favor, none opposed, none abstained: motion carried.

b. Web Design (CTS) 3 Term AY2425

Courses were updated to reflect the proper term offered in. Tod made a motion to accept the Pathway: Web Design (CTS) 3 Term AY2425 as read, Amy seconded. All in favor, none opposed, none abstained: motion carried.

c. Web Design (CTS) 2 Term AY2425

Courses were updated to reflect the proper term offered in. Tod made a motion to accept the Pathway: Web Design (CTS) 2 Term AY2425 as read, Bill seconded. All in favor, none opposed, none abstained: motion carried.

d. Secondary Education Broadfield Science transfer UM Western (AS) AY2425

Physics courses were moved to align with Carroll College schedule. Keri made a motion to accept the Pathway: Secondary Education Broadfield Science transfer UM Western as read, Bill seconded. All in favor, none opposed, none abstained: motion carried.

e. Civil Engineering Transfer to Carroll College AY2425

Physics courses were updated to reflect they must be taken at Carroll College and were rearranged to align with Carroll College schedule. Amy made a motion to accept the Pathway: Civil Engineering Transfer to Carroll College AY2425 as read, Bill seconded. All in favor, none opposed, none abstained: motion carried.

f. Civil Engineering Transfer to Carroll College AY2425 PT

Bundling of Part-time Motion above.

g. Civil Engineering Transfer to MSU AY2425

Physics courses were updated to reflect they must be taken at Carroll College and were rearranged to align with Carroll College schedule. Removed SPNS 101 as a requirement. Phillip made a motion to accept the Pathway: Civil Engineering Transfer to MSU AY2425 as read, Bill seconded. All in favor, none opposed, none abstained: motion carried.

h. Electrical Engineering Transfer to MSU AY2425

Physics courses were updated to reflect they must be taken at Carroll College. Tod made a motion to accept the Pathway: Electrical Engineering Transfer to MSU AY2425 as read, Phillip seconded. All in favor, none opposed, none abstained: motion carried.

i. Electrical Engineering Transfer to MSU AY2425 PT

Bundling of Part-time Motion above.

j. Civil Engineering Transfer to MT Tech AY2425

Physics courses were updated to reflect they must be taken at Carroll College and were rearranged to align with Carroll College schedule. Removed SPNS 101 as a requirement. Tod made a motion to accept the Pathway: Civil Engineering Transfer to MT Tech AY2425 as amended, Bill seconded. All in favor, none opposed, none abstained: motion carried.

k. Civil Engineering Transfer to MT Tech AY2425 PT

Bundling of Part-time Motion above.

l. Electrical Engineer Transfer to MT Tech AY2425

Physics courses were updated to reflect they must be taken at Carroll College. The total number of Humanities credits required for this degree were reduced and the total credit hours adjusted. Phillip made a motion to accept the Pathway: Electrical Engineer Transfer to MT Tech AY2425 as amended, Tod seconded. All in favor, none opposed, none abstained: motion carried.

m. Electrical Engineering Transfer to MT Tech AY2425 PT

Bundling of Part-time Motion above.



V. Next Meeting: Wednesday, February 28, 2024

VI. Adjournment

Phil made a motion to adjourn, Bill seconded. Meeting adjourned at 5:00 p.m.



Addendum 1:

New AA and AS outcomes drafted and approved by General Education faculty 2.9.2024

Associate of Art Outcomes:

1. Demonstrate an understanding of the core General Education outcomes of Helena College and the Montana University System.
2. Think critically in evaluating information, making decisions, using technology, and solving problems.
3. Consider the application of art, humanities, and the social sciences in the context of today's world.
4. Build knowledge and skills for transfer to a four-year degree program.

Associate of Science Outcomes:

1. Demonstrate an understanding of the core General Education outcomes of Helena College and the Montana University System.
2. Think critically in evaluating information, making decisions, using technology, and solving problems.
3. Consider the application of the natural and/or physical sciences and mathematics in the context of today's world.
4. Build knowledge and skills for transfer to a four-year degree program.