



## EDUCATIONAL AFFAIRS COMMITTEE

Approved Minutes  
October 19th, 2022  
3:00 PM  
MTC 344 or Zoom

Voting Members Present: Andrew Lutz (chair), Justin Dunham (vice chair), Judi Guzzy, Nick Mancini, Terri Teal, Tonia Hughes, Kurt Christiansen, Sam Summerville, Ashley Rader, Jacob Kier, Maureen Fitzpatrick, Mathew Schmeer, Susan Brown, Tim Brown, Charlie Randazzo, Casey Buchanan, Dan Mueller, Theresa McChesney, Doug Patterson, and Amanda Glass

Absent Voting Members: Chris Bell and Scott Craig

Resource Members: Gurbhushan Singh, Kris Perales, Anne Rubeck, Cathy Almai-Mahurin, and Audrey Cooper

(1) Call to Order

The meeting was called to order by Andrew Lutz at 3 PM.

(2) Roll Call

Roll was taken by Andrew Lutz.

(3) Agenda Agreement

The agenda was agreed on by consent.

(4) Meeting Minutes

The meeting minutes from the October 5<sup>th</sup> meeting were adopted by consent.

(5) Curriculum\*

### Health Care, Public Safety and Wellness

#### Nursing

Karen LaMartina

#### New Course

- NURS 155: Transitional Concepts for the LPN to RN Role

#### Course Deactivations

- NURS 175: Concepts of Nursing Care: PN to RN Transition



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Karen LaMartina explained the bridge between the Practical Nursing Certificate (PN) and Nursing - Registered Nurse, AAS (RN) and how course NURS 155 fits into the program. The course objectives are already approved by the accrediting body. She also mentioned that after completing this course students can join the second year of the RN program.

Matthew Schmeer made a motion to approve NURS 155 and Casey Buchanan seconded the motion. The motion passed.

Justin Dunham made a motion to accept the deactivation request for NURS 175 and Tonia Hughes seconded the motion. The motion passed.

### Arts & Design, Humanities & Social Sciences

#### Anthropology

William McFarlane

##### Course Edit

- SOC 205: Sociology of Food to SOC 220 & ANTH 220: Food and Society

William McFarlane explained the cross-listing, the course number change, and changing the methods of evaluations of competencies. This edited course offers more flexibility in assessment.

Doug Patterson motioned to accept the edit for SOC 205 to become ANTH 220 and SOC 220: Food and Society. Terri Teal seconded the motion and the motion passed.

#### Drafting Technology

Damon Feuerborn

##### Course Edits

- DRAF 211: Engineering Design Problems
- DRAF 222: Mechanical Design and Drafting
- DRAF 225: Civil Drafting
- DRAF 238: Architectural Design and Drafting
- DRAF 247: Revit Systems MEP (Mechanical, Electrical, Plumbing)
- DRAF 252: Structural Design and Drafting



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### New Course

- DRAF 142: Exploring Autodesk Fusion 360

### Program Edits

- 2220-AAS: Computer-Aided Drafting and Design Technology

Damon Feuerborn explained how most of the edits are based on input from industry partners. The general program edits cover removing MATH 131, adding back more technical course requirements to replace MATH 131, additional 3D modeling, new course DRAF 142, and narrowing technical elective options.

Doug Patterson made a motion to accept all course edits and Matthew Schmeer seconded the motion. The motion passed.

Justin Dunham made a motion to accept the new course. DRAF 142. Matthew Schmeer seconded the motion and the motion passed.

Matthew Schmeer motioned to accept the program edit. Casey Buchanan seconded the motion; the motion passed.

### Interior Design

Darla Green

#### Course Edits

- ITMD 129: Design Communication
- ITMD 181: Interior Design Software I
- ITMD 224: Interior Design IV
- ITMD 235: Kitchen and Bath Design
- ITMD 271: Budgeting and Estimating

#### New Course

- ITMD 115: Accessory Fundamentals
- ITMD 116: Lighting Fundamentals
- ITMD 182: Interior Design Software II
- ITMD 214: Building Construction & Environmental Systems for the Interior Designer

#### Course Deactivations



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- ITMD 185: Construction Methods, Building Systems, and Regulations for the Interior Designer
- ITMD 215: Environmental Systems for the Interior Designer

### Program Edits

- 6530-CERT: Interior Staging Certificate
- 3040-CERT: Interior Design Assistant Certificate
- 3140-CERT: Kitchen & Bath Design Certificate
- 2750-AAS: Interior Design

Darla Green explained that three smaller certificates stack into the degree; editing one of these requires amendments to all the programs. The program advisory board requested additional exit competencies to include new and advanced technologies in the curriculum. The content from deactivated courses is being absorbed into other edited and new courses. The business Mathematics course is being removed from the Interior Staging Certificate. Theresa McChesney asked why the Kitchen & Bath Design Certificate requires a high number of total hours. Darla answered that the accrediting body/affiliation requires certain content, which can only be accomplished by requiring 54 credit hours.

Doug Patterson made a motion to accept all course edits, Matthew Schmeer seconded the motion, and the motion passed.

Justin Dunham made a motion to accept all new courses. Doug Patterson seconded the motion and the motion passed.

Matthew Schmeer motioned to accept all course deactivations. Tonia Hughes seconded the motion and the motion passed.

Justin Dunham motioned to accept all program edits, Matthew Schmeer seconded the motion, and the motion passed.

### Business

#### Fashion Merchandising & Design

Joy Rhodes

#### New Course



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- FASH 297: Capstone: Apparel Design and Technology

### Course Deactivations

- FASH 275: Fashion Portfolio Development
- FASH 296: Capstone: Apparel Design and Technology

### Program Edits

- 3120-AAS: Fashion Merchandising and Marketing
- 2950-AAS: Apparel Design and Technology
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Joy Rhodes explained the relationship between both degrees being edited. She also described how some content from FASH 275 and FASH 296 is covered in other courses, and how both courses lack to cover all aspects, therefore, leading to deactivation and the creation of FASH 297 which offers in-depth knowledge and increased credit hours.

Doug Patterson motioned to approve a new course, FASH 297. Justin Dunham seconded the motion and the motion passed.

Matthew Schmeer motioned to accept the deactivations. Tonia Hughes seconded the motion and the motion was approved.

Justin Dunham motioned to accept program edits, and Maureen Fitzpatrick seconded the motion; the motion was approved.

### Chain Reactions from CPCA to CSS course subject prefix change

#### Course Edits

- BOT 150: Records Management
- BOT 160: Legal Document Preparation and Terminology
- BOT 260: Desktop Publishing for the Office: Publisher
- LAW 201: Advanced Legal Technology

#### Program Edits

- 2620-AAS: Marketing Management
- 5050-CERT: Legal Administrative Assistant
- 5310-CERT: Medical Office Specialist



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- 5320-CERT: Administrative Assistant
- 2680-AAS: Administrative Assistant

Gurbhushan Singh briefly described the chain reactions from the CPCA to CSS curriculum chain reactions.

Doug Patterson motioned to accept all course and programmatic chain reactions.

Matthew Schmeer seconded the motion; the motion passed.

### (6) Subcommittee and Liaison Assignments and Updates

- Cultural Diversity/General Education
  - BIOL 161: Introduction to Biotechnology
    - General Education: AA AS, AFA, AAS – Category: Science and Mathematics: Life Science
    - General Education: AGS - Category: Modes of Inquiry: Scientific
  - HIST 143: Ancient Greece, the Near East and Egypt
    - General Education: AA AS, AFA, AAS – Category: Humanities: History
    - General Education: AGS – Category: Cultural and Ethics, Subcategory: Historical Perspective and Global Issues/Diversity
    - Cultural Diversity: AA, AFA, AS
  - HIST 250: American West
    - General Education: AA AS, AFA, AAS – Category: Humanities: History
    - General Education: AGS - Category: Cultural and Ethics, Subcategory: Historical Perspective
  - POLS 245: Introduction to Public Administration
    - General Education: AA AS, AFA, AAS – Category: Social Science: Political Science
    - General Education: AGS – Category: Modes of Inquiry: Social

Matthew Schmeer made a motion to accept all recommendations from the Cultural Diversity/General Education sub-committee.

Doug Patterson seconded the motion; the motion passed.

Matthew Schmeer also provided a quick update on the KBOR Systemwide

Transfer discussion and left the committee with two questions:

1. Can we edit/modify/change the bucket names?
2. Do we have one or should we develop a policy to govern the contents of each bucket?



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- Procedures  
Jacob Kier mentioned that the committee has started looking at the syllabus template and is waiting on an answer from the legal department on the safety section.
- ABC  
Andrew Lutz reported the committee discussed the Plan My Classes tool. Cathy Almai-Mahurin also provided additional information and talked about the pilot programs. Judith Guzy also mentioned a discussion about students posting course content online creating copyright issues. ABC is seeking a member from Educational Affairs to sit on the task force.
- OLAC  
Susan Hass reported that an issue of non-instructors posting on canvas was identified. A push to free up space/storage on Yuja is being discussed: Online degrees were also a topic of discussion.
- Faculty Association  
Justin Dunham reported that KNEA and NEA are looking for additional memberships. He also reported that four (4) VERB replacement recommendations were made, and the search for the new Executive Vice President of Student and Learner Engagement failed. The next Master Agreement negotiations are in 2024 and FA is recruiting members for the negotiating team.
- Committee of the Whole  
No report.

### (7) Announcements and Updates:

Doug Patterson reminded faculty to recruit and/or attend the master teacher workshop. Newer faculty will benefit from attendance.

### (8) Adjournment

Doug Patterson made a motion to adjourn, Casey Buchanan seconded the motion, and the meeting ended at 4:03 PM.

*\*Curriculum updates are effective Academic Year 2023-2024 Catalog which covers Summer 2023, Fall 2023 and Spring 2024 terms.*