Approved Minutes
November 16th, 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, Scott Craig, Susan Brown, Tim Brown, Emily Ziegler, Dan Mueller, Theresa McChesney, Doug Patterson, and Amanda Glass

Absent Voting Members: Chris Bell and Charlie Randazzo,

Resource Members: Valerie Dorsey, Kris Perales, Anne Rubeck, Cathy Almai-Mahurin, and Audrey Cooper

(1) Call to Order
   The meeting was called to order by Andrew Lutz at 3:02 pm.
(2) Roll Call
   Roll was taken by Andrew Lutz.
(3) Agenda Agreement (consent item)
   The agenda was agreed on by consent.
(4) Meeting Minutes Draft from October 19th, 2022 (consent item)
   The meeting minutes from October 19th, 2022 were approved by consent.

(5) Curriculum*

   Honors
   Anne Dotter

      New Course
      • HON 170: Honors Contract

      Course Edits
      • HON 100: Honors Seminar to Honors Seminar: Becoming a Scholar
      • HON 250: Honors Forum: to HON 270: Honors Forum

Anne Dotter was present to represent courses in Honors. The new course, HON 170: Honors Contract, replaces the old method of 1 credit hour contracts with a new standardized HON contract course and processes. Updates to HON 100 include updates to the course description, objectives, outline, and methods of evaluation of competencies. Several committee members expressed concern over possible unintentional curricular cross-over with ENGL 122. HON 250 is being updated to HON 270 due to the change in course repeatability business practice.

The committee discussed tabling HON 100 for further edits in order to have time to differentiate the course from ENGL 122. Matthew Schmeer motioned to table HON 100 and Tonia Hughes seconded the motion. The motion passed.

The committee motioned to approve HON 170, and the change from HON 250 to HON 270. Nick Mancini seconded the motion and the motion passed.

Arts & Design, Humanities & Social Sciences

Computer Desktop Publishing
Jennie Mynhier

New Course
- CDTP 190: Applications for Visual Design

CDTP 190 Chain Reactions

Course Edit
- ANI 122: Digital Rendering Animation
- ANI 125: Introduction to 2D Animation
- ANI 130: Motion Graphics and Effects
- ANI 150: Intro to 3D Modeling

Program Edit
- 2630-AAS: Animation-Entertainment and Game Art Design

Jennie Mynhier represented the updates to the Desktop Publishing courses and program, and subsequent course chain reactions. CDTP 190 is developed as a new course, but it encompasses coursework from three existing one-credit hour courses. Offering the coursework as one three-credit hour course will allow for

more robust development of design skill sets that are used in the desktop publishing and graphic design industries.

Theresa McChesney motioned to approve CDTP 190, and Matthew Schmeer seconded the motion. The motion passed.

Matthew motioned to approve the course edits in Animation and Justin Dunham seconded the motion. The motion passed.

Theresa motioned to approve the program edit in Animation and Jacob Kier seconded the motion. The motion passed.

Criminal Justice
Frank Galbrecht

Course Edit
- CJ 223: World of Crime to CJ 223: International Criminal Justice Systems

Frank Galbrecht presented the course update to CJ 223 which includes a title change for clarity, removal of the prerequisite, and a general overall update.

Justin motioned to approve the course edit for CJ 223. Jacob seconded the motion and the motion passed.

Political Science
Andrea Vieux/Brian Wright

Course Edit
- POLS 200: Model United Nations

Andrea Vieux and Brian Wright represented the course edits to POLS 200. Andrea explained the update includes using higher-level verbs and an overall general update to prepare the course for the general education application process.

Matthew motioned to approve the course edit of POLS 200 and Justin seconded the motion. The motion passed.

Career and Technical Education

Computer Science
Mark Van Gorp

Course Edit

- CS 134: Programming Fundamentals

Mark Van Gorp explained the edits to CS 134 consist of updates to provide clarity and detail for more consistent outcomes across sections.
Matthew motioned to approve CS 134 and Tonia seconded the motion. The motion passed.

Sciences

Biology
Barb Able

Course Edit
- BIOL 235: General Nutrition to BIOL 235: The Science of Human Nutrition

Gwen Wright represented the edit for BIOL 235 with a title change. Gwen explained the general update, course differentiation from DIET 151, and refining prerequisites have been in development for several years.
Justin motioned to approve the course edit to BIOL 235. Matthew seconded the motion and the motion passed.

Healthcare, Public Safety and Wellness

Nursing
Karen LaMartina

Course Edit
- NURS 101: Foundational Concepts of Nursing I

Karen LaMartina explained the contact hour distribution discrepancy and the edit fixing the error.
Matthew motioned to approve the course edit to NURS 101 and Justin seconded the motion. The motion passed.

CPCA to CSS Chain Reaction

Program Edit
- 2310-AAS: Construction Management Technology

The edit presented to the committee for the Construction Management Technology AAS is a chain reaction to the CPCA to CSS course subject prefix changes that were previously approved.

Justin motioned to approve the program edit and Tonia seconded the motion. The motion passed.

(6) Subcommittee and Liaison Assignments and Updates
- Cultural Diversity/General Education
  Matthew updated the committee on the state of the KS systemwide general education initiative. The state recently developed more refined rules for general education completion as they have received more feedback from institutions.
- Procedures
  - Syllabus Template Draft
  Jacob Kier reported the subcommittee has been working on the Syllabus Template draft and updating bylaws. The revised syllabus template was presented to the committee and will be available online following the meeting.
- ABC
  Barry Bailey presented topics covered at the last ABC meeting. Minutes are available online.
- OLAC
  Susan Brown updated the committee on the last OLAC meeting. Minutes are available online.
- Faculty Association
  No report.
- Committee of the Whole
  No report.

(7) Announcements and Updates
  No announcements were recorded.

(8) Adjournment
  Matthew motioned to adjourn the meeting and Tonia seconded the motion. The motion passed and the meeting concluded at 4:45 pm.

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