

Educational Affairs
Approved Meeting Minutes
November 8th, 2023
3:00 pm
MTC 344 or Zoom

Voting Members Present: Matthew Schmeer (chair), Sarah Boyle, Sasha Gluhovsky, Mary Berg, Haley Vellinga, Ashley Rader, Jacob Kier, Whitney Bandel, Maureen Fitzpatrick, Nancy Thomas, Susan Brown, Charlie Randazzo, Steve Bennett, Casey Buchanan, Dan Mueller, Justin Dunham, Kitzeln Siebert, Doug Patterson, and Michelle Clark

Absent Voting Members: Nick Mancini (vice chair), Barry Bailey, and Brian Zirkle

Resource Members: Valerie Dorsey, Kris Perales, Anne Rubeck, and Audrey Cooper

(1) Call to Order

Matthew Schmeer started the meeting at 3:01 p.m.

(2) Roll Call

Matthew conducted a roll call.

(3) Agenda Agreement (consent item)

The meeting was agreed to by consent.

(4) Meeting Minutes Draft from October 25th, 2023

The meeting minutes from the last meeting were approved by consent.

(5) Curriculum*

Arts & Design, Humanities & Social Sciences

Criminal Justice

Frank Galbrecht

Course Edit

- CJ 141 : Criminal Law

Frank Galbrecht was present to represent the course edit to CJ 141. The edit is to remove the existing prerequisite registration value in coordination with the General Education application up for review. The course is currently a statewide seamless transfer course.

Doug Patterson motioned to approve the course edit to CJ 141 and Mary Berg seconded the motion. The motion passed.

Humanities

Alison Smith

Course Edit

- HUM 292: Special Topics:
Alison Smith presented the prerequisite removal for HUM 292. Alison explained that over time it has become apparent that the existing prerequisite is not necessary and deters enrollment.
Whitney Bandel motioned to approve the course edit and Mary Berg seconded the motion. The motion passed.

Animation

Jim Lane/Jeffrey Byers/Aaron Garrison/Lauren Kimball

Course Edits

- ANI 122: Digital Rendering Animation
- ANI 125: Introduction to 2D Animation
- ANI 150: Introduction to 3D Modeling
- ANI 210: Digital Sculpting
- ANI 220: CG Environments and Animation
- ANI 235: Character Modeling and Rigging
- ANI 245: Introduction to Character Animation
- ANI 255: Advanced Animation Effects
- ANI 260: Animation Capstone
- ANI 275: Animation Career Preparation

The faculty team led by Dean Jim Lane was present to represent the course and program updates. Faculty explained the individual course edits and the realignment of course competencies to refine foundation skills while offering new more advanced coursework which is necessary to be competitive in industry.

Casey Buchanan motioned to approve the course edit in ANI and Doug Patterson seconded the motion. The motion passed.

New Courses

- ANI 200: Advanced 2D Animation
- ANI 252: Advanced 3D Modeling
- ANI 265: Advanced Character Animation

Doug Patterson motioned to approve the new courses in ANI and Whitney Bandel seconded the motion. The motion passed.

Program Edit

- 2630-AAS: Animation-Entertainment and Game Art Design
The program edits reflect the new course sequencing, the removal of CDT courses and the drawing requirement, and the adoption of new courses.
Justin Dunham motioned to approve the program edit and Maureen Fitzpatrick seconded the motion. The motion passed.

Desktop Publishing

Jennie Mynhier

Course Edits

- CDTP 135: Desktop Photo Manipulation I: Photoshop
- CDTP 140: Desktop Publishing I: InDesign
- CDTP 145: Desktop Illustration I: Illustrator

Jennie Mynhier presented the edits to CDTP courses. She explained the courses were overdue to be updated and streamlined. The courses are scheduled in a 5-week part-of-term.

Doug Patterson motioned to approve the course edits in CDTP and Whitney Bandel seconded the motion. The motion passed.

Communications

Foreign Languages

Christina Wolff

Course Edit

- FL 135: Basic Spanish for Hospitality Management

Christina Wolff presented a minor edit to FL 135 to align the course to other Foreign Language course outlines.

Casey Buchanan motioned to approve the course edit and Haley Vellinga seconded the motion. The motion passed.

Sciences and Mathematics

Mathematics

Theresa McChesney/Ron Palcic

Course Deactivations (Unused Courses)

- MATH 214: Introduction to Teaching Math & Science I
 - ASTR 214 / BIOL 214 / CHEM 214 / GEOS 214 / PHYS 214 / PSCI 214
- MATH 215: Introduction to Teaching Math and Science II
 - ASTR 215 / BIOL 215 / CHEM 215 / GEOS 215 / PHYS 215 / PSCI 215

Theresa McChesney presented the course deactivations stimulated by the yearly Unused Courses Report. Theresa stated the courses were created for an iKAN Teach initiative in conjunction with KU. The initiative never gained traction and the courses are not offered or necessary.

Doug motioned to approve the deactivation and Whitney seconded the motion. The motion passed.

Course Edits, ALEKS PPL Math Placement Test Implementation

- MATH 011: Fundamentals of Mathematics
- MATH 014: Accelerated Prep for College Math
- MATH 015: Elementary Algebra
- MATH 071: College Algebra Support Course
- MATH 116: Intermediate Algebra
- MATH 118: Geometry
- MATH 120: Business Mathematics
- MATH 130: Technical Mathematics I
- MATH 165: Finite Mathematics
- MATH 171: College Algebra
- MATH 172: Trigonometry
- MATH 173: Precalculus
- MATH 175: Discrete Mathematics
- MATH 181: Statistics
- MATH 210: Math for Elementary Teachers I
- MATH 231: Business and Applied Calculus I
- MATH 241: Calculus I

Ron Palcic represented the course changes in MATH due to the new placement test adoption for the next catalog. Ron explained how the existing ACCULACER testing for mathematics inconsistently places students in courses and the department started testing a new process with the Quick Step Plus students during the pandemic. Brenda Edmonds described the rollout and communications process.

Doug motioned to approve the edit to the MATH courses and Sarah Boyle seconded the motion. The motion passed.

Chemistry and Physics

Lori Slavin

Course Edits, ALEKS PPL Math Placement Test Implementation

- CHEM 124: General Chemistry I Lecture
- CHEM 125: General Chemistry I Lab
- PHYS 130: College Physics I

(6) Subcommittee and Liaison Assignments and Updates

- Cultural Diversity/General Education

Pending Cultural Diversity Applications

- FL 120: Elementary German I
- FL 121: Elementary German II
- FL 130: Elementary Spanish I

- FL 131: Elementary Spanish II
- FL 135: Basic Spanish for Hospitality Management
- FL 140: Elementary French I
- FL 141: Elementary French II
- FL 165: Elementary Chinese I
- FL 166: Elementary Chinese II
- FL 170: Elementary Japanese I
- FL 171: Elementary Japanese II
- FL 182: Intermediate Japanese I
- FL 183: Intermediate Japanese II
- FL 220: Intermediate German I
- FL 221: Intermediate German II
- FL 230: Intermediate Spanish I
- FL 231: Intermediate Spanish II
- FL 240: Intermediate French I
- FL 241: Intermediate French II
- FL 288: Spanish for Heritage Speakers

Pending General Education Applications

- CJ 141: Criminal Law
- FL 120: Elementary German I
- FL 121: Elementary German II
- FL 130: Elementary Spanish I
- FL 131: Elementary Spanish II
- FL 140: Elementary French I
- FL 141: Elementary French II
- FL 165: Elementary Chinese I
- FL 166: Elementary Chinese II
- FL 170: Elementary Japanese I
- FL 171: Elementary Japanese II
- FL 182: Intermediate Japanese I
- FL 183: Intermediate Japanese II

- Procedures

Doug Patterson stated subcommittee is researching a more visible and centralized location for syllabus template documents. The new Ellucian Experience interface with MyJCCC is a possible solution with InfoHub as the page source. The subcommittee continued work on the syllabus template and bylaw-related issues with accessibility.

- Ad Hoc Committee

Haley Vellinga reported the committee met via Zoom and reviewed the documents and feedback thus far. The next step is to draft statement options.

- ABC

Matthew updated the committee on the last ABC meeting which included a demonstration of the Ellucian Experience interface.

- OLAC
No report.
- Faculty Association
No report.
- Committee Day
Matthew prompted the committee to read minutes and agendas about all the committees reporting on Committee Day online. The continued conversation surrounding sunseting the Cosmetology programs is currently with the Board of Trustees.

(7) Announcements and Updates

- Reminder: The Master Teacher Workshop is from January 9th -11th, 2024; see Ashely Rader for more information.

(8) Adjournment

Barry Bailey motioned to adjourn the meeting and Susan Brown seconded the motion. The meeting concluded at 4:00 p.m.

**Curriculum updates are effective Academic Year 2024-2025 Catalog which covers Summer 2024, Fall 2024, and Spring 2025 terms unless otherwise noted.*