



## EDUCATIONAL AFFAIRS COMMITTEE

Approved Meeting Minutes  
January 25th, 2023  
3:00 pm  
MTC 107 or Zoom

Voting Members Present: Andrew Lutz (chair), Justin Dunham (vice chair), Judi Guzzy, Nick Mancini, Terri Teal, Tonia Hughes, Kurt Christiansen, Darryl Luton, Ashley Rader, Jacob Kier, Maureen Fitzpatrick, Mathew Schmeer, Scott Craig, Susan Brown, Tim Brown, Casey Buchanan, Dan Mueller, Theresa McChesney, Doug Patterson, and Heather Seitz

Absent Voting Members: Chris Bell and Charlie Randazzo

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

(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 Drafts

The meeting minutes from November 11<sup>th</sup> and 30<sup>th</sup> of 2022 were approved by consent.

### Academic Affairs

#### Honors

Anne Dotter

#### Course Edit

- HON 100: Honors Seminar: Becoming a Scholar

Anne Dotter was present to represent the additional edits made to HON 100 after the course was tabled at the November 16<sup>th</sup> meeting. Anne worked with several faculty mentors on the rewrite. The latest version creates more leeway for faculty. Anne was able to let go of the original content and write a course that reflects how the course is taught.

Justin motioned to approve HON 100 and Matthew Schmeer seconded the motion. The motion passed.



## EDUCATIONAL AFFAIRS COMMITTEE

### Arts and Design, Humanities, and Social Sciences

#### Fine Arts

Jim Lane

##### Program Edit

- 1020-AFA: Fine Arts

Jim Lane presented the update to the AFA which includes the addition of several courses to program elective options.

Matthew Schmeer motioned to approve the program edit. Terri Teal seconded the motion and the motion passed.

#### Film and Media Studies, and Photography

Tonia Hughes

##### Course Edit

- FMS 200: Intro to Filmmaking and Media Aesthetics
- PHOT 200: Foundations in Photography

Tonia Hughes represented updates to courses necessary prior to the general education application review attached to the same request.

The committee noticed that PHOTO 200 added an artist statement to the objective and outline but it was not consistent in FMS 200 course. Tonia explained that the difference is intentional.

Theresa McChesney motioned to approve course edits and Matthew seconded the motion. The motion passed.

#### History

Andrea Vieux

##### Course Edits

- HIST 120: Local and Kansas History
- HIST 128: Medieval History
- HIST 129: Early Modern Europe 1500-1789
- HIST 145: History of Ancient Rome
- HIST 149: History of India
- HIST 150: Islam: Religion and Civilization
- HIST 165: History of China



## EDUCATIONAL AFFAIRS COMMITTEE

- HIST 167: Introduction to History: Japan
- HIST 195: History of the Middle East

Andrea Vieux represented the course edits which are admittedly the minimum adjustments required for the courses to be eligible for designation consideration. The totality of the edits are minor adjustments and more updates with full course overhauls to come from the department.

Matthew motioned to approve the course edits in HIST. Susan Brown seconded the motion and the motion passed.

### Humanities

Allison Smith

#### Course Edits

- HUM 145: World Humanities: Ancient to Medieval
  - Title change from: Introduction to World Humanities I
- HUM 146: World Humanities: Renaissance to Modern
  - Title change from: Introduction to World Humanities II

Allison Smith was present for the course title changes. Allison explained that this change in nomenclature is less confusing for students and matches Art History's current practices.

Justin Dunham motioned to approve the course edits in HUM with title changes and Tonia Hughes seconded the motion. The motion passed.

### Computer Desktop Publishing, CDTP 190, chain reactions

Jim Lane/Valerie Dorsey

#### Course Edits

- CDTP 155: Desktop Photo Manipulation II: Photoshop
- CDTP 160: Desktop Publishing II: InDesign
- CDTP 165: Desktop Illustration II: Illustrator
- GDES 125: Graphic Processes
- GDES 130: Drawing and Media Methods I
- GDES 132: Typography

Jim Lane presented the last of the CDTP 190, new course, chain reactions to courses and programs. The committee noted other minor edits were made to some of the proposals by the department within the workflow.

Heather Seitz motioned to approve the course edits and Tonia seconded the motion. The motion passed.



## EDUCATIONAL AFFAIRS COMMITTEE

### Program Edits

- 4830-CERT: Desktop Publishing Applications Specialist Certificate
- 2290-AAS: Graphic Design

Theresa motioned to approve the program changes and Matthew seconded the motion. The motion passed.

### Sciences

#### Biology

Nancy Holcroft

#### Course Edits

- BIOL 127: General Zoology
- BIOL 150: Biology of Organisms

Gwen Wright presented the methods of evaluation updates for BIOL 127 and BIOL 150. The professor discretion recommendation was added to both courses for flexibility.

Susan motioned to approve the BIOL edits. Matthew seconded the motion and the motion passed.

### Industrial Technology

#### Automated Engineer Technology

Hugh Clark

#### New Course

- AET 255: Motor Controls and Variable Frequency Drives

Hugh Clark was present to discuss updates to the Automated Engineer program. He noted that a few months ago an ELTE-Electrical course was deactivated and replaced. AET did not adopt the new course in ELTE and created a new course. The advisory board supports moving the content into the program area.

Theresa motioned to approve AET 255 and Susan seconded the motion. The motion passed.

#### Course Edits

- AET 260: Programmable Logic Controllers II



## EDUCATIONAL AFFAIRS COMMITTEE

The course edits are reflective of new registration requirements for the updated course sequencing.

Mathew motioned to approve the course edits and Susan seconded the motion. The motion passed.

### Program Edits

- 2050-AAS: Automation Engineer Technology

The program edit represents the new sequencing required for the new course.

Matthew motioned to approve the program. Heather seconded the motion and the motion passed.

### Metal Fabrication

Grant Von Lunen

#### New Course

- MFAB 126: Cutting Processes for Welding

Grant Von Lunen from Metal Fabrication discussed course content relating to cutting. It has been determined over time that it is best to create a separate course rather than relying on other introduction courses to refine skills. Capitalization issues noted within the meeting within several outlines were amended within the meeting by Anne Rubeck.

Matthew motioned to approve MFAB 126 and Tonia seconded the motion. The motion passed.

#### Course Edits

- MFAB 124: Introduction to Welding
- MFAB 131: Shielded Metal Arc Welding (SMAW) I
- MFAB 133: Gas Metal Arc Welding (GMAW) I
- MFAB 136: Gas Tungsten Arc Welding (GTAW) I

General course updates were presented.

Mathew motioned to approve the edit and Heather seconded the motion. The motion passed.

#### Program Edits

- 5380-CERT: Metal Fabrication/Welding Certificate
  - Change from: 4790-CERT: Metal Fabrication/Welding Certificate
- 2460-AAS: Metal Fabrication/Welding Technology



## EDUCATIONAL AFFAIRS COMMITTEE

Grant presented the updates to the certificate and AAS due to the new MFAB 126 course and updated course sequencing. The new course adds additional credit hours to the program, therefore the certificate will move from a certificate A to a certificate B.

Matthew motioned to approve the program edits. Tonia seconded the motion and the motion passed.

### Mathematics

#### Mathematics

Justin Dunham

#### Course Edit

- MATH 241: Calculus I

Justin Dunham presented the prerequisite update for MATH 241 which removes an unnecessary, redundant prerequisite course.

Theresa motioned to approve MATH 241. Casey Buchanan seconded the motion and the motion passed.

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

- Cultural Diversity/General Education
  - CJ 223: International Criminal Justice Systems
    - General Education: AA, AS, AFA, AAS – Category: Social Science and Economics
    - General Education: AGS – Category: Culture and Ethics
  - HIST 180: North American Indian History
    - General Education: AA, AS, AFA, AAS - Category: Humanities: History
    - General Education: AGS - Category: Cultural and Ethics, Subcategory: Historical Perspective
  - HIST 210: American Environmental History
    - General Education: AA, AS, AFA, AAS - Category: Humanities: History
    - General Education: AGS - Category: Cultural and Ethics, Subcategory: Historical Perspective
  - POLS: 200: Model United Nations
    - General Education: AA, AS, AFA, AAS – Category: Social Science and Economics
    - General Education: AGS – Category: Culture and Ethics



## EDUCATIONAL AFFAIRS COMMITTEE

Matthew presented the formal written recommendations for the above-mentioned designation applications. Theresa seconded the motion. The motion passed.

- Procedures  
No report.
- ABC  
Judy Guzzy reported back on the most recent meeting. Topics included possible restructuring to gain membership, academic dishonesty policy issues and AI. See meeting minutes.
- OLAC  
No report.
- Faculty Association  
No report.
- Committee of the Whole  
Theresa noted that committee day is the new format moving forward and there was a discussion pertaining to representation.

### (6) Announcements and Updates

### (7) Adjournment

Theresa motioned to adjourn the meeting and Dan Miller seconded the motion.  
The meeting concluded at 4:22 pm.

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