

Northland Pioneer College

Instructional Council (IC)

10-11-13

Voting Members Present: Clover Baum, Janice Cortina, Brian Gardner, Eric Henderson, Rickey Jackson, Ryan Jones, Ryan Rademacher, Carol Stewart, Mark Vest and Ken Wilk

Non-Voting Members Present: Susan Acton, Cindy Hildebrand, Jake Hinton-Rivera, Wei Ma, Leslie Wasson and Hallie Lucas (recorder)

Guests: Peg Erdman, Thomas Hodgkins, Cynthia Hutton, Jeremy Raisor and David Smith

(NOTE: Some items were taken out of order from original agenda.)

- I. Roll Call
- II. Approval of 09-27-13 IC Minutes
 - a. Ryan R. **MOVED** to approve the minutes of 09-27-13; **SECOND** by Ken.
 - i. Motion **APPROVED** by unanimous vote.
- III. IC Subcommittees/Task Forces
 - a. Professional Development Subcommittee Report to IC – Ryan Jones (action to accept report and approve 1 item) (this item was moved to the next IC Meeting)
 - b. Learning Technology (LT) Subcommittee Charge from IC – Ryan Jones (action) (this item was moved to the next IC Meeting)
 - c. Placement Subcommittee Charge from IC – David Smith (this item was moved to the next IC Meeting)
 - d. Catalog Review Subcommittee – no report
 - e. Dual Enrollment Subcommittee – no report
 - f. Placement Subcommittee – no report
 - g. Determine the Quantity/Composition of each IC Subcommittee – Mark Vest
 - i. IC had expressed concern regarding the quantity/composition of the IC Subcommittees and believes that it needs to be more proportionate to the work load associated with each committee; they would like to give proposed quantity/composition figures to the Faculty Association, to assist in their selection.
 - ii. Specific recommendations from IC for quantity/composition of each Subcommittee includes:
 - 1. Professional Development – 5-6/minimum of 1 from each division
 - 2. Assessment of Student Knowledge – 5/minimum of 1 from each division
 - 3. NAVIT – 4/minimum of 1 from each division
 - 4. Dual Enrollment – (this item was moved to the next IC Meeting)
 - 5. Learning Technology - (this item was moved to the next IC Meeting)
 - 6. Placement – (this item was moved to the next IC Meeting)
 - 7. Catalog Review - (this item was moved to the next IC Meeting)
- IV. Curriculum

- a. New Programs - none
 - b. Program Modifications
 - i. Paramedic to RN Program Modification – Peg Erdman (catalog format document needed in ACRES) (this item was moved to the next IC Meeting)
 - c. ACRES
 - i. 7 FRS courses still need votes
 - ii. NUR course forms recently submitted to ACRES
 - iii. ACRES Course Forms needed for 099s and 299s – Rickey Jackson
 - 1. Eric **MOVED** that we re-designate what is currently the “Form for 199 Courses” to “Form for X99 Courses” (it would be specified on the form whether it was a 099, 199 or 299 course). **SECOND** by Rickey.
 - a. Motion **APPROVED** by unanimous vote.
 - iv. LT approved MAT 101 – watch for course modality change in ACRES
 - d. Program Deletions - none
 - e. Program Suspensions – none
 - f. Misc. Curriculum - none
- V. Old Business Not Related to Curriculum - none
- VI. New Business Not Related to Curriculum
 - a. Articulation Agreement – Grand Canyon University (GCU) by teleconference – Peg Erdman
 - i. Peg explained that the agreement would give our students preferable treatment for admissions, so that our students can have seamless articulation to GCU. She also indicated that GCU has an extraordinary BNS reputation in Arizona (AZ).
 - ii. Dr. Anne McNamara, Dean of Nursing and Healthcare Professions at GCU, and Erin McDonald, Office of Academic Records Representative, joined the IC Meeting (via telephone) to discuss the proposed Articulation Agreement with NPC and GCU.
 - 1. Changes/corrections/suggestions for proposal:
 - a. In place of the HLT-362V Statistics class, would GCU consider accepting one of the two statistics courses that NPC offers (courses accepted to ASU as transfer courses)? Dr. McNamara indicated that they will compare the courses for transferability to GCU.
 - b. Section V, 1st paragraph, 2nd to last line – should it read “retention data” instead of “retention date”?
 - c. Credits for NPC’s CHM 130 should be 4 (instead of 3)
 - d. The credits associated with this agreement are really 84/36 (instead of 90/30)
 - e. Redundancy with GCU’s Anthropology and Sociology requirements
 - f. In place of NRS-437V Ethical Decision-Making in Health Care, would GCU consider accepting NPC’s HES 120 Law and Ethics of the Health Care Professional?
 - g. III, D – possibly rewrite to say “Upon mutual agreement, NPC and GCU may choose to expand this articulation agreement...”
 - h. In addition to the above mentioned potential changes, Eric feels that there are possibly several other things that need to be

addressed (it might be helpful for Peg to contact Eric to discuss these individually).

- iii. A general discussion by IC followed the GCU presentation.
 - iv. Peg noted that there is a big push to have 80% of AZ's practicing nurses to have their BSN (or higher) by 2020.
 - v. Ryan R. **MOVED** that we table the GCU Articulation Agreement pending revisions that will be worked out by Peg and GCU; **SECOND** by Ken.
 1. Motion **APPROVED** by unanimous vote.
 2. **Task:** Peg will contact GCU and notify them of the changes that IC suggested for the Articulation Agreement between NPC and GCU. Once the changes are made, Peg will bring the agreement back to IC for review.
- b. Chamberlain Articulation Agreement/Letter – Chamberlain College of Nursing by teleconference – Peg Erdman
- i. Jane Ann Betken, Chamberlain College of Nursing Healthcare Development Specialist, and Carlos, Chamberlain Manager for Western Region, joined the IC Meeting (via telephone) to discuss the proposed Articulation Agreement between Chamberlain and NPC. Ms. Betken shared some highlights of the nursing program at Chamberlain noting the advantages that our students and faculty would receive. Chamberlain will e-mail Peg Erdman regarding: 1) the name of the tutoring vendor they use for AZ; 2) statistics regarding how Chamberlain ranks nationally among other nursing colleges in the country and what percentage of their nursing students graduate, etc.
 - ii. Peg noted that the Chamberlain BSN program is ranked very high in national polls for quality.
 - iii. A general discussion by IC followed the Chamberlain presentation.
 - iv. Ryan R. **MOVED** that we deny the Articulation Agreement with Chamberlain at this time; **SECOND** by Carol.
 1. Motion **APPROVED** by unanimous vote.
- c. Concurrent Enrollment with NAU (request to pursue) – Peg Erdman
- i. Peg gave an overview of the proposal and noted the benefits that our students would receive, including being awarded an AAS and a BSN on the same date. Classes would be taken on our campus or online. Since this is something that would have to be approved by the AZ Board of Nursing, alterations to prerequisites should be finalized prior to the submission to the Board.
 1. Changes/corrections/suggestions for proposal:
 - a. AGECE (not AGECE-S)
 - b. Clarification that NPC's HES 145 would be accepted as equivalent for NAU's HES 135
 - c. Require PSY 201 instead of MAT 125
 - d. For some of the NAU courses, would they be willing to allow some of the NPC instructors to offer the courses as adjunct instructors, teaching on the NPC campus?
 2. **Task:** Peg and Eric will discuss the prerequisites for the Concurrent Enrollment with NAU.
 - ii. Ryan R. **MOVED** that we give Peg permission to pursue the Concurrent Enrollment Plan with NAU and report back to IC at a later date; **SECOND** by Ken.
 1. Motion **APPROVED** by unanimous vote.

- d. BSN Courses (on site in evenings – request to pursue) – Peg Erdman
 - i. **Task:** Peg will try to locate the NAU/NPC BSN Articulation Agreement. If she is unable to locate it, we will need to revisit the matter.
 - e. Internship Manual – Jeremy Raisor
 - i. Jeremy explained that suggestions for new items to be added to the Internship Manual (that was approved last year) are: 1) faculty expectations; 2) average compensation/formula for instructor pay, to place it in line with adjunct faculty pay; 3) internship application to start the process.
 - ii. Discussion followed. It was suggested that the line on page 6 that gives the average compensation be replaced with the following statement – “Based on the instructor’s adjunct pay level”.
 - iii. Eric **MOVED** that the proposed Internship Manual (dated July 2013) be approved by striking out the line on page 6 that indicates the dollar amount for average compensation; **SECOND** by Ryan R.
 - 1. Motion **APPROVED** by unanimous vote.
 - iv. Jeremy noted that the college will review the legal aspect of internships in general; and, in particular, the language in the “Training Contract” portion of the document will be examined.
 - f. CIP Codes – Leslie Wasson (reminder)
 - i. IC accepted responsibility for identifying CIP codes (classification system used by many federal agencies to identify curriculum/programs). If we introduce a new program or make major changes to a program, it needs a CIP code. The Institutional Research Department is happy to help the department identify an appropriate CIP code.
 - g. AGEC Certificates – Leslie Wasson
 - i. Leslie reported that NPC has not been awarding/counting in reporting (other community colleges in AZ do report these)/marketing AGEC certificates. Benefits to the student and to the institution were discussed. Mark noted that if approved we would need to generate a section in the catalog to add to our degree/certificate language that talks specifically about an AGEC certificate. IC agreed that this change does not need to be submitted to ACRES, because the program already exists.
 - ii. Ryan **MOVED** that we begin awarding certificates for AGEC completion beginning in the Fall of 2014; **SECOND** by Janice.
 - 1. Motion **APPROVED** by majority vote.
 - 2. Eric abstained.
 - 3. **Task:** The Catalog Review Subcommittee of IC will see that the verbiage for this change gets reflected in the 2014-2015 catalog.
- VII. Other
- a. Reminder - if the IC meeting is in Video II, make sure your location is off mute when we call for a vote.
 - b. If we have guest speakers via teleconference, they will need to join live meetings (not meetings in Video II).
- VIII. Adjournment
- a. Ryan R. **MOVED** the meeting be adjourned; **SECOND** by Eric.
 - i. Motion **APPROVED** by unanimous vote.