

Northland Pioneer College

Instructional Council (IC)

09-25-15

Voting Members Present: Janice Cortina, Amber Gentry, Eric Henderson, Rickey Jackson, Ryan Jones, Pat Lopez, Ryan Rademacher, Carol Stewart and Ken Wilk

Non-Voting Members Present: Cindy Hildebrand, Jeremy Raisor, Mark Vest and Hallie Lucas (recorder)

Guests: Peggy Belknap, Peg Erdman and Everett Robinson

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

- I. Roll Call
- II. Approval of 09-11-15 IC Minutes – Ryan Rademacher
  - a. Pat **MOVED** to approve the IC Minutes of 09-11-15; **SECOND** by Carol.
    - i. Motion **APPROVED** by unanimous vote.

- III. IC Subcommittees/Task Forces
  - a. None Scheduled

- IV. Curriculum

- a. ACRES - Reminder to Vote In ACRES
- b. New Programs - none
- c. Program Modifications
  - i. CON Program Modification – Request to Proceed – Ken Wilk
    1. Ken gave an overview of the proposed changes, explaining the rationale for each change. Specific changes/discussion noted were: 1) BUS 141 needs to be changed to ECN 212; 2) BUS 115 should be changed to BUS 206; 3) MAT 125 title should be changed to Introduction to Statistics; 4) potential of cross-listing HDE 104 with WLD 100; 5) possibly change CON 202 to a higher number class, since that is the last class that the student will take; 6) Ken explained the rationale of changing CON 124 and CON 125 into one course, which is CON 120; 7) CON 100 needs a new course number (since outcomes are changing); 8) CON 110 needs a new course number (since outcomes are changing); 9) CON 200 needs a new course number (since number of credit hours is changing); 10) change Required Electives to Electives; 11) give recommendations to Advisers to effectively advise students for CON pathways; 12) change communications language to standard set by IC; 13) in Drafting CP, change CON 110 to new course.
    2. Pat **MOVED** that Ken be allowed to move forward with the CON Program Modification with the changes noted above; **SECOND** by Ryan J.
      - a. Motion **APPROVED** by unanimous vote.
- d. Program Deletions - none

- e. Program Suspensions – none
  - f. Misc. Curriculum - none
  - V. Old Business Not Related to Curriculum
    - a. Procedure 2125 – Ryan Rademacher
      - i. It was noted that we looked at this procedure last year, but it did not receive official approval. In addition to the changes we previously agreed upon, this document adds representation for the Education & College and Career Preparation Division and more clearly defines our proxy policy.
      - ii. Pat **MOVED** that we approve the recommended changes to Procedure 2125 (09-17-15 version); **SECOND** by Amber.
        - 1. Motion **APPROVED** by unanimous vote.
      - iii. **Task:** Hallie will send the 09-17-15 version of the Procedure #2125 to Ryan R.
      - iv. **Task:** Ryan R. will send Procedure #2125 to Dr. Swarthout with a formal memo that IC recommends the changes noted in the strike-through document.
    - b. LEC/LAB/Clinical – Ryan Rademacher
      - i. Ryan R. stated that the Deans were invited to this meeting to give feedback regarding how their Divisions use LEC/LAB/Clinical terms, as there needs to be more continuity in how the definitions are used. Discussion followed, and it was noted that by relabeling (see below) it will help students know what type of learning environment they are signing up for. This does not solve other questions regarding how the terms LEC/LAB are understood/used differently.
        - 1. Tentatively, agreed upon terms:
          - a. CCLE – Connected Course Learning Environment - [note - currently equates to audio, video, model single course] (rooms labeled CCLE1, CCLE2, etc.)
          - b. MCLE Multiple Course Learning Environment - [note – currently equates to several courses in this environment, whether it is in a single classroom or audio, video, model]
          - c. Live Stand Alone – Bld.&Rm.#
          - d. Example of specific labeling – PDC #143, CCLE1
      - ii. **Task:** Jeremy will speak with folks in his office to see if they have concerns regarding using the descriptive terms CCLE/MCLE/Bld.&Rm. # to describe the environments in which we offer classes.
      - iii. **Task:** Ryan R. will contact Debbie Myers to see if she has any concerns regarding using the descriptive terms CCLE/MCLE/Bld.&Rm. # to describe the environments in which we offer classes. He will also cc Everett on the communications.
      - iv. **Task:** Hallie will add the following agenda item to the next IC Meeting: CCLE/MCLE/Bld.&Rm.#.
- VI. New Business Not Related to Curriculum - none
- VII. Other – none
  - a. CIP Codes
    - i. There is a report on MyNPC of how Debbie Myers has associated programs with CIP codes. Especially for reporting, it is important to have consistency.
  - b. Teacher Qualifications with HLC
    - i. Mark and Dr. Swarthout recently met with Barbara Johnson, our HLC liaison, regarding the upcoming changes in teacher qualifications. Mark gave an overview of this meeting and the subject matter in general.

VIII. Adjournment

- a. Ken **MOVED** the meeting be adjourned; **SECOND** by Ryan J.
  - i. Motion **APPROVED** by unanimous vote.

Approved at 10-09-15 IC Meeting