

Northland Pioneer College

Instructional Council (IC)

01-27-17

Voting Members Present: Janice Cortina, Amber Gentry, Rickey Jackson, Susan Jamison (proxy for Deb McGinty), Dawn Johnson (proxy for Ruth Creek-Rhoades), Ryan Jones, Pat Lopez, Ryan Rademacher, Carol Stewart and Ken Wilk (Deb McGinty attended the first few minutes)

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

Guests: Everett Robinson

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

- I. Roll Call
- II. Approval of 01-13-17 IC Minutes – Ryan Rademacher
 - a. Deb **MOVED** to approve the IC Minutes of 01-13-17; **SECOND** by Amber.
 - i. Motion **APPROVED** by unanimous vote.
- III. IC Subcommittees/Task Forces
 - a. Academic Standards - no report
 - b. Dual Enrollment - no report
 - c. Professional Development - no report
- IV. Curriculum
 - a. ACRES - votes needed
 - i. PSY 290
 1. Rickey explained some of the history of this course and noted that it will come back to ACRES (this year) as only a modification to the critical inquiry piece.
 - ii. FRS 137
 1. There was discussion about the hybrid piece of the course.
 - iii. BUS 183
 1. Ryan R. is waiting to hear back from the BUS faculty as to what they would like done with this course.
 - b. New Programs - none
 - c. Program Modifications
 - i. NUR AAS LPN to RN & Program Overview (Draft 01-17-17) - Deb McGinty
 1. Deb explained that this program is for people who are already practicing LPNs and they want to get their RN license. She stated that it is similar to the Paramedic to RN Program; however, the transition course is different, due to the differences in the knowledge base. Discussion followed, especially as it applies to the program only being 57 credits. Deb will write up a credit hour justification and provide it to the Office of the Vice President for Learning and Student Services. The document

will be kept on file with the program modification. SOC 101 will replace the SOC 120 in this program.

2. Ryan J. **MOVED** to approve the NUR AAS LPN to RN & Program Overview (Draft 01-17-17) with the change of SOC 120 to SOC 101; **SECOND** by Rickey.
 - a. **DISCUSSION** - under the Program Overview, Requirements section of this document, Pat noted that there is a lot of repetition. [However, in an e-mail to Deb, later in the day, it was decided that for clarity it might be best to leave this wording as stated.]
 - b. Motion **APPROVED** by majority vote.
 - c. Amber and Deb **ABSTAINED**.
- 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. Catalog Proposed Changes to General Education Values (Draft 01-20-17) - Ryan Rademacher and Rickey Jackson
 - i. This document was discussed, and suggested changes include:
 1. Replace ATF with Articulation Task Force
 2. Third bullet point – remove “hard and soft” (in reference to sciences)
 3. Fifth bullet point – remove the word “true” (in reference to diversity)
 - ii. **Task:** Ryan R. will make the suggested changes to the catalog wording for the General Education Values and bring it back to IC for approval.
 - b. Curriculum Development Facilitator (Draft 01-20-17) - Ryan Jones, Ken Wilk and Ryan Rademacher
 - i. There was discussion regarding this proposed job description, including: 1) who would need to evaluate this person’s work? 2) should this person provide a monthly report to IC? 3) 7th bullet point – should it only be a non-voting IC member? – if voting member, should they vote on curriculum that they assisted with? 4) 8th bullet point – should Deans be added to list of individuals to work with? 5) how would individual get assistance if there was an overabundance of curriculum coming in? 6) should position only be an informal facilitator? 7) could there be a check box on the ACRES course form “Have you consulted with the Curriculum Development Facilitator?”
 - ii. **Task:** Wei Ma will contact Rebecca McKay to check into the possibility of adding a Curriculum Specialist to the routing chain in ACRES.
 - iii. **Task:** Ryan R., Ken and Ryan J. will make some edits to the Curriculum Development Facilitator job description and will bring it back to IC for approval.
- VII. Other
 - a. Procedure 2925
 - i. This procedure will be discussed at the next IC Meeting. Mark gave an overview of the needed changes and noted that a definition of tested experience needs to be included in the procedure, as well.
 - b. Enrollment Management Plan
 - i. Mark stated that he has overall responsibility for writing the college’s Enrollment Management Plan. Who needs to take an honest/evaluative look at

our programs? How do we decide what things that we should recommend instructionally that we are not currently doing? A brief discussion followed.

VIII. Adjournment

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

Approved by IC 02-10-17