

Northland Pioneer College

Instructional Council (IC)

02-10-17

Voting Members Present: Brian Burson (proxy for Rickey Jackson), Janice Cortina, Ruth Creek-Rhoades, Amber Gentry, Eric Henderson (proxy for Ken Wilk), Ryan Jones, Pat Lopez, Deb McGinty, Ryan Rademacher and Carol Stewart

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

Guests: Eric Bishop, Allison Landy, Betsy Peck, Everett Robinson and Michael Solomonson

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

- I. Roll Call
- II. Approval of 01-27-17 IC Minutes – Ryan Rademacher
 - a. Pat **MOVED** to approve the IC Minutes of 01-27-17; **SECOND** by Deb.
 - i. Motion **APPROVED** by unanimous vote.
- III. IC Subcommittees/Task Forces
 - a. Assessment of Student Knowledge Report to IC (Draft 02-01-17) – Michael Solomonson
 - i. Michael gave an overview of the report; and, he will notify Faculty members of Dialogue Day, 04-21-17.
 - ii. Janice **MOVED** to accept the Assessment of Student Knowledge Report to IC (Draft 02-01-17); **SECOND** by Deb.
 1. Motion **APPROVED** by unanimous vote.
 - b. Faculty Professional Development Application (Draft 02-06-17) – Ryan Jones
 - i. Ryan J. gave an overview of the suggested changes to this strike-through document and elaborated on the reasons for many of the changes. Discussion followed.
 1. Additional changes needed to the document are:
 - a. Page 5 – Remove the application deadline dates
 - b. Page 5 – In place of the deadlines dates, add the verbiage as seen on Page 3, #5 that begins with “It is the responsibility...”
 - ii. Pat **MOVED** to approve the Faculty Professional Development Application (Draft 02-06-17) and include the changes to Page 5, as noted above; **SECOND** by Carol.
 1. Motion **APPROVED** by unanimous vote.
 - c. PASS Report to IC (Draft 02-06-17) – Josh Rogers
 - i. Josh gave an overview of the report and strongly encouraged all Faculty to participate in the progress survey. Discussion followed and input on the Starfish boilerplate language is welcomed.
 - ii. Janice **MOVED** to accept the PASS Report to IC (Draft 02-06-17); **SECOND** by Pat.
 1. Motion **APPROVED** by unanimous vote.

- iii. **Task:** Josh will send Mark the boilerplate language that is used when a flag is raised in Starfish. Mark will send it out to all Faculty.

IV. Curriculum

a. ACRES - votes needed

- i. There was a considerable amount of discussion regarding ECD courses in ACRES and the following changes need to be made:
 - 1. ECD 142, 164, 187, 217 – should only have co-requisite (not prerequisite and co-requisite)
 - 2. ECD 222 – total lecture contact hours per week should be 3.0 (not 2.8) and total contact hours should be 48 (not 45)
 - 3. ECD 233 – change to hybrid and remove the Internet modality
 - 4. Under type of change, Change in Delivery Modality box should be checked on all ECD Modifications to an Existing Course Form that are in process in ACRES.
 - 5. ECD 164 – remove the language “This course” in the course catalog description
 - 6. Remove instances of present tense
 - 7. The changes in course titles affect several other programs and Program Modifications will need to be done for all programs that contain these courses.
- ii. Allison noted that the correct term for these ECD classes should really be practicum and not clinical; however, that was not a choice on the ACRES forms.
- iii. **Task:** After the IC Meeting Allison asked that Ryan R. return all ECD courses in ACRES to her, so that she can make suggested changes.

- 1. After Allison makes the suggested changes to the course forms in ACRES, she will notify Ryan R. and he will forward that to IC voting members.

b. New Programs - none

c. Program Modifications

- i. Program Modification – ECD Preschool & Early Childhood (Draft 02-06-17) – Allison Landy
 - 1. There was discussion regarding the terms Required Electives vs. Unrestricted Electives; and, after review of the definitions of these terms, Allison believes that that she does have it correctly listed as Required Electives. There were no other concerns noted regarding needed changes for this program, at this time.
- ii. Program Modification – General Education Course Options (Draft 02-03-17) – Brian Burson
 - 1. There was a considerable amount of discussion regarding the possibility of adding BIO 201 (only 3 credits and no lab), 202, 205 and 241. Is there a difference between general education courses and courses in a major pathway? Should the list include general education courses that contain prerequisites? As a practical matter, we have a finite number of degree seeking students and the bigger that the General Education list gets, the more likely some classes won't make. Further discussion is clearly needed.

- 2. Brian **MOVED** that we approve the Program Modification – General Education Course Options (Draft 02-03-17) with the removal of BIO 201, 202, 205 and 241; **SECOND** by Pat.
 - a. Motion **APPROVED** by majority vote.
 - b. Eric **ABSTAINED**.
 - d. Program Deletions - none
 - e. Program Suspensions - none
 - f. Misc. Curriculum
 - i. **Task:** Since a definition of “clinical” as a mode of instructional delivery is apparently needed, Hallie will agenda it for the next IC Meeting.
- V. Old Business Not Related to Curriculum
 - a. Catalog Changes (proposed), General Education Values – Ryan Rademacher and Rickey Jackson
 - i. Eric **MOVED** to approve the Catalog Changes (proposed), General Education Values (Draft 01-27-17); **SECOND** by Deb.
 - 1. Motion **APPROVED** by unanimous vote.
- VI. New Business Not Related to Curriculum
 - a. Procedure 2925 – Mark Vest
 - i. **Task:** Hallie will add Procedure 2925 as an agenda item for the next IC Meeting.
- VII. Other - none
- VIII. Adjournment
 - a. Pat **MOVED** the meeting be adjourned; **SECOND** by Eric.
 - i. Motion **APPROVED** unanimous vote.

Approved by IC 02-24-17