

Northland Pioneer College

Instructional Council (IC)

03-10-17

Voting Members Present: Eric Bishop, Janice Cortina, Michelle Hunt (proxy for Amber Gentry), Rickey Jackson, Ryan Jones, Pat Lopez, Wei Ma (proxy for Ruth Creed-Rhoades), Deb McGinty, Ryan Rademacher, Carol Stewart and Ken Wilk

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

Guests: Deena Gillespie, Amber Hill, Allison Landy and Everett Robinson

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

- I. Roll Call
- II. Approval of 02-24-17 IC Minutes – Ryan Rademacher
 - a. Eric **MOVED** to approve the IC Minutes of 02-24-17; **SECOND** by Carol.
 - i. Motion **APPROVED** by majority vote.
 - ii. Rickey **ABSTAINED**.
- III. IC Subcommittees/Task Forces
 - a. Assessment of Student Knowledge – no report
 - b. Learning Technology Report to IC (Draft 03-06-17) – Wei Ma
 - i. Wei gave an overview of the report; and, discussion followed. In particular, it was noted that faculty voice regarding room layouts is key to maximizing the learning environment effectiveness (join Tech Forum discussion in Moodle under Faculty Training & Resources).
 - ii. Pat **MOVED** to accept the Learning Technology Subcommittee Report to IC (Draft 03-06-17), **SECOND** by Eric.
 1. Motion **APPROVED** by unanimous vote.
 - c. PASS – no report
- IV. Curriculum
 - a. ACRES - none
 - b. New Programs
 - i. ECD AAS, CAS & CP Early Childhood Studies and ECD AAS, CAS & CP Preschool (including program deletion) (draft 02-06-17) - Allison Landy
 1. Ken **MOVED** to approve the ECD AAS, CAS & CP Early Childhood Studies and ECD AAS, CAS & CP Preschool (including program deletion) (draft 02-06-17); **SECOND** by Pat.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
 - c. Program Modifications
 - i. AAEC (draft 02-21-17) – Allison Landy
 1. Mark clarified that there is no problem with changing Required Electives to Core Requirements and changing Additional Electives to Transferable Electives in this program.

2. Pat **MOVED** to approve the AAEC (draft 02-21-17); **SECOND** by Janice.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
- ii. ECD CAS Early Childhood Management (draft 02-16-17) – Allison Landy
 1. Ken **MOVED** to approve ECD CAS Early Childhood Management (draft 02-16-17); **SECOND** by Eric.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
- iii. ECD CP Family Care (draft 02-16-17) – Allison Landy
 1. Allison noted that we are no longer offering ECD 117; therefore, the course needs to be removed from the program. There was discussion about where the credit (from deleting ECD 117) would be added back into the program: 1) option one – add a Required Elective to the AAS; 2) option two – offer ECD 187.
 2. Ken **MOVED** to approve ECD CP Family Care (draft 02-16-17) with the stipulation that the AAS in Family Care will change Required Electives from 22 to 23; **SECOND** by Eric.
 - a. **DISCUSSION** – Allison clarified that this program will likely be deleted in approximately one year. She also noted that the new Early Childhood Studies is designed to allow students to specialize through their elective choices, reducing the need for so many ECD specializations. Allison is comfortable with either adding one credit to the Required Electives or offering ECD 187.
 - b. Motion **APPROVED** by majority vote.
 - c. Rickey **ABSTAINED**.
- iv. ECD CP Infant/Toddler (draft 02-16-17) – Allison Landy
 1. Pat **MOVED** to approve the ECD CP Infant/Toddler (draft 02-16-17); **SECOND** by Carol.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
- v. ECD CP School-Age (draft 02-16-17) – Allison Landy
 1. Allison explained that ECD 117, 107 and 216 are no longer relevant courses and need to be deleted from the program. Discussion followed.
 2. Ken **MOVED** to approve the ECD CP School-Age (draft 02-16-17) with the following stipulations that were recommended by Allison: 1) replace ECD 117 with ECD 186; 2) replace ECD 107 with ECD 128; 3) remove ECD 216 and add an additional Required Elective in the AAS; **SECOND** by Eric.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
- vi. HUS CP Residential Child/Youth Care (draft 02-17-17) – Rickey Jackson
 1. Ken **MOVED** to approve HUS CP Residential Child/Youth Care (draft 02-17-17); **SECOND** by Pat.
 - a. Motion **APPROVED** by majority vote.
 - b. Rickey **ABSTAINED**.
- vii. CIS AAS, CAS & CP Network and PC Support (draft 02-17-17) – Eric Bishop
 1. Eric explained that the reason for removing the Required Electives (from all CIS specializations) is to give students more flexibility to tailor their

- degree to better fit their chosen field. Discussion followed, especially as it relates to courses that transfer to universities.
2. Ken **MOVED** to approve CIS AAS, CAS & CP Network and PC Support (draft 02-17-17); **SECOND** by Rickey.
 - a. Motion **APPROVED** by majority vote.
 - b. Eric **ABSTAINED**.
- viii. CIS AAS, CAS & 2 CPs Web Development and Graphic Design (draft 02-17-17) – Eric Bishop
1. Pat **MOVED** to approve CIS AAS, CAS & 2 CPs Web Development and Graphic Design (draft 02-17-17); **SECOND** by Ken.
 - a. Motion **APPROVED** by majority vote.
 - b. Eric **ABSTAINED**.
- ix. CIS AAS & CAS Computer Information Systems/Required Electives (draft 02-20-17) – Eric Bishop
1. It was noted that a CIS 161 Modification to and Existing Course Form was recently approved with Systems (instead of System).
 2. Pat **MOVED** to approve the CIS AAS & CAS Computer Information Systems/Required Electives (draft 02-20-17) with the stipulation that CIS 161 should say Systems (instead of System); **SECOND** by Ken.
 - a. Motion **APPROVED** by majority vote.
 - b. Eric **ABSTAINED**.
- x. CIS AAS, CAS & CP Cybersecurity (draft 02-09-17) – Eric Bishop
1. Eric noted that when this new area of CIS specialization was first proposed, it was presented as an Information Security; however, after consulting with his Dean, it was decided that Cybersecurity would be a more appropriate name.
 2. Ken **MOVED** to approve the CIS AAS, CAS & CP Cybersecurity (draft 02-09-17); **SECOND** by Wei.
 - a. Motion **APPROVED** by majority vote.
 - b. Eric **ABSTAINED**.
- d. Program Deletions - none
 - e. Program Suspensions - none
 - f. Misc. Curriculum - none
- V. Old Business Not Related to Curriculum
- a. Course Delivery Methods
 - i. Rickey stated that this document, first approved by IC in 2015, was to change the names of our learning environments. Discussion included: 1) NPC’s Change Advisory Board did not approve it because Jenzabar does not support four characters in the instructional method field; however, two characters would work; 2) it was suggested that the LE be removed from each designation – for instance, instead of SALE for Stand Along Learning Environment, it would just be SA; 3) under CCLE - remove the last sentence “An academic adviser...”; 4) is a two digit designation needed for Online Classes and Alternative Learning? 5) hybrid learning will need to be considered in the document.
 - ii. **Task:** Rickey will make the changes to the Course Delivery Methods document, as discussed in today’s IC Meeting, and will bring it back to IC for review.
- VI. New Business Not Related to Curriculum

- a. Jason Foutz, Associate Vice President/Chief Operations Officer (AVP/COO) was not able to attend, after all. This introduction will be postponed for another meeting.
- b. Clinical & Practicum Definitions and Where it Would Fit Into Instructions for Course Forms in ACRES – Ryan Rademacher
 - i. It was decided that the best way to approach this topic is to form an ad hoc committee to develop proposed language for IC to consider. Should the definition for practicum take into account EDU students who are already working in the actual classroom (possibly offering online coursework with a practicum)?
 - ii. **Task:** Ryan R. will notify Allison Landy that IC would like for her to serve on an ad hoc committee, if possible, to help define clinical and practicum.
 - iii. **Task:** The ad hoc committee (Eric Bishop, Carol Stewart and Allison Landy) will bring a recommendation to IC by the end of April regarding proposed definitions for clinical and practicum.
- c. Cochise College Respiratory Therapy program – Deb McGinty
 - i. Deb gave an overview of the possibility of NPC working with Cochise College to offer a Respiratory Therapy program at the NPC White Mountain Campus. The program would allow a cohort of 10 NPC students to participate; and, they would take their prerequisites and co-requisites at NPC. The M7 building could economically, effectively and efficiently be transformed into a nice lab. Clinicals would be conducted at Summit. Deb believes that the cohort could easily be absorbed into our local workforce with various job opportunities in this field. In addition, the program articulates with NAU, GCU and Wayland.
 - ii. This new opportunity for our students could be promoted through the Career Focus Magazine. If this program is successful, NPC might want to consider talking with the other AZ rural community colleges about developing a rural healthcare consortium.
 - iii. IC agreed that Deb is welcome to pursue this agreement and bring it back to IC, as needed.

VII. Other

- a. IC Meeting of 04-28-17 (at PDC) changed to Room #NLC 143.
- b. Chief Academic Officers' (CAO) Meeting
 - i. Mark reported on the recent CAO Meeting, and topics included; 1) develop a statewide/shared agreement for a process to assess credit for prior learning; 2) possibility of a rural healthcare consortium; 3) some Dual Enrollment practices – teacher of record; 4) teacher shortage in AZ, including further education for emergency certified teachers.
- c. Anthony Meza was the guest speaker for the All-Arizona Academic Luncheon yesterday. He was on NPC's All-Arizona Academic Team four years ago, as well as being NPC's Associate of Science Outstanding Graduate. He is finishing his Master's Degree at ASU and is pursuing doctoral opportunities!
- d. Congratulations to Janice, as she was the runner-up for Outstanding Teacher of the Year for Adult Basic Education!

VIII. Adjournment

- a. Ken **MOVED** the meeting be adjourned; **SECOND** by Wei.
 - i. Motion **APPROVED** majority vote.