

# CURRICULUM COMMITTEE

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## MEETING MINUTES

Date: FEBRUARY 27, 2023

Time: 3:00 PM

Place: Whitfield 231/TEAMS

Committee Attendees: Jayna Winiecki, Brandy Mendoza, Tammy Ward, Jennifer Baine, Dr. James Yates, Susan Spicher, and Jennifer Schroeder

Guests: Dean Ray Winiecki

Absentees: Garrett Trussell and Mike Laws

### **I. Call to Order**

Chairperson Spicher called the Curriculum Committee meeting to order at 3:00 pm on Monday, February 27, 2023. Quorum requirements were met as more than five committee members attended the meeting.

### **II. Approval of Minutes**

Dr. Yates moved to accept the minutes from the January 23, 2023, virtual meeting. Brandy Mendoza seconded the motion.

VOTE: Motion passed unanimously.

### **III. Chair Updates – Susan Spicher**

The Academic Affairs Council meeting scheduled for March 3, 2023 moved to Thursday March 9, 2023 at 3:00 pm due to the GLAMS conference at the college.

HS005-01222023MEYER – Medical Coding practicum course updates: Course Description, Delivery modality, CLO updates – Will be moved forward to the March 9, 2023 meeting of the Academic Affairs Council because the February 3, 2023 meeting was cancelled as this was the only item being considered and it was determined postponing consideration of this item would hinder moving the item forward.

### **IV. Old Business**

While old business was not discussed in this meeting, the committee discussed timelines for the remainder of this academic year. Chairperson Spicher reminded the committee that all curriculum requests that need to go through state approvals must be submitted prior to the March meeting. Changes that go through the SouthArk processes only will be due in April to be effective for the fall 2023 semester.

## **V. New Business**

### **CTE015-02082023TIDWELL (Medium/Heavy Duty Truck Program)**

A new CTE program was requested by Carsten Tidwell and Dean Winiecki. The Technical Certificate (TC) program is designed to prepare students for entry-level positions in medium/heavy duty vehicle servicing, maintenance, and diagnostics. The Medium/Heavy Duty Technology program is seeking accreditation by the ASE Education Foundation, a nationally recognized Auto/Diesel education organization. The program instructors are seeking medium/heavy duty truck certification by the ASE Education Foundation. Program graduates may find entry-level positions in medium/heavy duty vehicle dealerships, independent service centers, specialty shops, and related medium/heavy duty truck facilities. This program offers a Technical Certificate in Medium/Heavy Truck Diesel Service Technology, a Certificate of Proficiency in Medium/heavy Truck Diesel Diagnostics, and a Certificate of Proficiency in Preventive Maintenance Technology.

DISCUSSION: Each committee oversight group reviewed this request prior to the meeting. A few suggestions were requested to update the CLO verbs. The CLOs were taken from the accrediting body, advisory board, and curriculum. State compliance was not a concern. The master syllabi were completed correctly and there were no concerns. An edit was suggested to remove “you with” from the course descriptions for TRUK 1004, TRUK 1404, and TRUK 1604.

ACTION: Jennifer Baine and will edit the CLOs to match the suggestions and send the updated document.

ACTION: CTE will update the course descriptions to remove the pronouns.

Dr. James Yates moved to approve the new program with the suggested edits. Jennifer Baine seconded the motion.

VOTE: Motion passed unanimously.

### **Vacant Seat on the Committee**

The Committee thanks Mike Laws for his service on the Curriculum Committee this year. We are sad to see him leave his current position with SouthArk but know that he is an asset in his new position. The committee discussed the loss of this committee member. Chairperson Spicher provided two options: continue the semester without replacing him or add a “proxy” member to serve for the remainder of the semester. The committee discussed both options to determine the most appropriate solution based on the timing of the vacancy.

MOTION: Dr. James Yates moved to finish this academic year without replacing the vacant seat. Jayna Winiecki seconded the motion.

VOTE: Motion passed unanimously.

## **VI. Announcements**

### **Early Childhood Education Modifications**

Early Childhood Education modification to observation hours to accommodate concurrent education requirements as shown below. The Committee discussed these changes to

ensure a full curriculum review was not required and determined announcements were appropriate in this case.

**A. EDUC 2033 CHILD GROWTH AND DEVELOPMENT**

This course is the study of environmental and hereditary effects on the cognitive, affective, psychomotor and sociolinguistic development of typically and atypically developing children from conception to middle childhood (conception through age 8) with diverse cultural backgrounds from within and outside of the United States. Students are introduced to methods to observe and evaluate children's development and recognize possible delays in development. **Practical application of theory is provided through a variety of hands-on experiences and a minimum of 10 - 15 hours of observation.** Students must complete the required observation assignments with verification of hours to receive a passing grade. This course is part of the Birth Through Pre-Kindergarten Teaching Credential Core.

**B. EDUC 2053 DEVELOPMENT AND LEARNING** This course is the study of environmental and hereditary effects on the cognitive, affective, psychomotor and sociolinguistic development from conception through adulthood (conception through death) with diverse cultural backgrounds from within and outside of the United States. Additional emphasis is on learning theories across the lifespan. Students are introduced to methods to observe and evaluate development. **Practical application of theory is provided through a variety of hands-on experiences and a minimum of ~~10~~ 24 - 30 hours of out-of class observation.** Students must complete the required observation assignments with verification of hours to receive a passing grade.

**C. EDUC 2313 INTRODUCTION TO EDUCATIONAL TECHNOLOGY** *Pre-requisites: ENGL 0103.* Covers basic technology planning in K-12 classrooms with emphasis on technology use and concepts. Decision making and consequences concerning social, ethical and human issues related to technology and computing is addressed. Basic experience with computers is necessary. **A minimum of 8 24 - 30 hours of observation is required.**

**VII. Adjourn**

Dr. James Yates moved to adjourn.

Respectfully submitted by:

Jennifer Schroeder

Secretary