



## EDUCATIONAL AFFAIRS COMMITTEE MEETING

Minutes

January 27<sup>th</sup>, 2021

3:00pm

Zoom

Voting Members Present: Judi Guzzy, Mark Cowardin, Terri Teal, Aaron Prater (chair), Kurt Christensen, Deana Miller, Andrew Lutz, Richard Fleming, Andrea Broomfield, Darryl Luton, Beth Gulley, Mark Jones, Tim Brown, Edward Ronnebaum, Rob Grondahl, Lauren Jacobs, Jamie Cunningham (vice chair), Heather Seitz, Brett Cooper, Andy Meenen and Jill Konen

Members Absent: Scott Craig

Resource Members: Gurbhushan Singh, Valerie Dorsey, Kris Perales, and Anne Rubeck

### (1) Call to Order

The meeting was called to order at 3:02pm by Aaron Prater.

### (2) Agenda Agreement (consent item)

Agreed on by consent.

### (3) Meeting Minutes (consent item)

Agreed on by consent.

## Business

### Business Office Technology

Cherie Leiker

#### Course Edits

- BOT 260: Desktop Publishing for Office
- BOT 265: Business Office Simulation

#### Course Deactivations

- BOT 103: Business English/Proofreading
- BOT 205: Workplace Professionalism

#### Program Edits

- 2680-AAS: Administrative Assistant
- 5050-CERT: Legal Administrative Assistant
- 5310-CERT: Medical Office Specialist
- 5320-CERT: Administrative Assistant

Cherie Leiker was present to represent program changes in business office technology. The program requested alignment with an industry credential exam for the two-year degree. Course deactivations are due to duplication of content.

Course edits in BOT were approved.

Course deactivations in BOT were approved.

Program edits associated with the three certificates and one AAS were approved.

## Communications

### Foreign Language

Christina Wolff

#### Course Edits

- FL 121: Elementary German II
- FL 141: Elementary French II
- FL 220: Intermediate German I
- FL 221: Intermediate German II
- FL 240: Intermediate French I
- FL 241: Intermediate French II

Christina Wolff was present to represent the changes to the foreign language course registration updates associated with a new test from testing services. The program is aware of edits required to the courses and plan to submit content changes for the next catalog.

Course edit in FL were approved.

## Industrial Technology

### Automotive Technology

Jack Ireland

#### New Courses

- AUTO 155: Automotive Engine Repair
- AUTO 162: Electrical II
- AUTO 207: Manual Drivetrains and Axles
- AUTO 211: Heating and Air Conditioning
- AUTO 214: Electrical III
- AUTO 237: Diesel and Hybrid Vehicles Maintenance and Light Repair
- AUTO 252: Automatic Transmissions
- AUTO 265: Comprehensive Vehicle Diagnosis

#### Course Deactivations

- AUTO 125: Intro to Auto Shop Practices
- AUTO 130: Diesel Fundamentals

- AUTO 165: Automotive Engine Repair
- AUTO 166: Electrical II
- AUTO 208: Electrical III
- AUTO 209: Manual Drive Train Axles
- AUTO 221: Heating and Air Conditioning
- AUTO 235: Hybrid Alt Fuels Vehicles Re
- AUTO 250: Automatic Transmissions and Transaxles

#### Course Edits

- AUTO 129: Brakes I
- AUTO 131: Brakes II
- AUTO 150: Steering and Suspension I
- AUTO 151: Alignment Practicum
- AUTO 156: Electrical I
- AUTO 201: ASE Certification Review
- AUTO 205: Engine Performance II
- AUTO 271: Automotive Tech Internship

#### Program Edits

- 2420-AAS: Automotive Technology
- 3060-CERT: Automotive Technology Repair Certificate
- 6740-CERT: Automotive Technology Maintenance and Light Repair Certificate

The automotive program was present to represent the changes in the program which helps streamline the program to the most current industry requirements while preparing for more industry credential updates which are scheduled for a future date causing an update to the state alignment.

The new courses in AUTO were approved.

Course deactivations in AUTO were approved.

Course edits in AUTO were approved.

The two certificate edits and one AAS edit were approved.

### Railroad Operations-Mechanical

#### Course Deactivations

- RRTM 130: Freight Car Yard Inspection
- RRTM 131: Freight Car Repair Track Insp
- RRTM 152: Freight Car Air Brakes, Basic

#### Program Deactivation

- 4360-CERT: Railroad Freight Car Certificate

The Freight Car program, including the associated courses, are now offered through continuing education and is no longer necessary on the credit -side of the college.

The course and program deactivations in in Railroad-Freight Car were approved.

### Academic Affairs

#### Developmental Course Renumbering Project - Part II

Gurbhushan Singh

#### Course Deactivations/New Courses

- AAC 120: Individualized Study
  - AAC 090: Individualized Study
- AAC 100: Study Skills
  - AAC 099: Study Skills
- AAC 101: Study Skills Mini-Course
- MATH 111: Fundamentals of Mathematics
  - MATH 011: Fundamentals of Mathematics
- MATH 114: Accelerated Prep for College Math
  - MATH 014: Accelerated Prep for College Math
- MATH 115: Elementary Algebra
  - MATH 015: Elementary Algebra

#### Course Edits

- MATH 116: Intermediate Algebra
- MATH 118: Geometry
- MATH 120: Business Mathematics
- MATH 130: Technical Mathematics I
- MATH 165: Finite Mathematics
- MATH 171: College Algebra
- MATH 173: Precalculus

Developmental courses deactivations and new courses were approved for updates associated with the developmental course renumbering project.

Course edits were approved as chain reactions to the developmental course renumbering project.

#### (4) Subcommittee and Liaison Reports

- Cultural Diversity/General Education  
No report.
- Procedures  
No report.
- General Education Ad Hoc Committee  
No report.
- ABC  
No report.

- OLAC  
Update from the last committee meeting.
- Faculty Association  
No report.
- Management Committee  
No report.
- LQC  
Update from the last meeting which included the curriculum from December and the announcement of the committee temporarily disbanding for a trial period in lieu of Committee of the Whole.

(5) Announcements and Updates

The timeline for committee elections is

(6) Adjournment

*The meeting concluded at 3:44pm.*

*\*All curriculum updates are effective Summer 2021 for the Academic Year 2021-2022 Catalog.*