EDUCATIONAL AFFAIRS COMMITTEE

Approved Minutes
September 7th, 2022
3:00pm
MTC 344 or Zoom

Voting Members Present: Andrew Lutz, Justin Dunham, Judi Guzzy, Nick Mancini, Tonia Hughes, Kurt Christensen, Sam Summerville, Ashley Rader, Jacob Kier, Maureen Fitzpatrick, Mathew Schmeer, Susan Brown, Tim Brown, Charlie Randazzo, Emily Ziegler, Theresa McChesney, Doug Patterson, Amanda Glass

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

(1) Call to Order
Chair, Andrew Lutz called the meeting to order at 3pm.
(2) Roll Call
The chair took the roll call.
(3) Agenda Agreement (consent item)
Meeting agenda was approved by consent.
(4) Meeting Minutes Draft from April 6th, 2022 (consent item)
Meeting minutes will be sharing at a later meeting; the chair didn't have access to those minutes.
(5) Curriculum*
Sciences

Human Sciences
Mary Wisgirda

Course Edits
• BIOL 161: Introduction to Biotechnology
Dr. Mary Wisgirda, dean of Math & Science, represented Heather Seitz and presented the course to remove pre-requisites. She explained how registration requirements are barriers and not necessary for student success. Answered questions from the group. Theresa McChesney made the motion to approve the course edits and Nick Mancini seconded. No further discussion to place and the course edits were approved.

Communications

Communication Studies
Deana Miller and Terri Easley-Giraldo

Course Edits
- COMS 120: Interpersonal Communication
- COMS 180: Intercultural Communication

Deana Miller presented edits to COMS 120; She explained how it is just a part of the regular review. They have added an objective to the outline and better aligned wording to match with KBOR seamless transfer. Mathew Schmeer motioned to approve, and Ashley Rader seconded. Course edits were approved.

Terry Easley-Geraldo presented COMS 180 to the committee. She explained how they included a new objective to include diversity into the outline. Mathew Schmeer motioned, and Doug Patterson seconded. The motion passed.

Career and Technical Education

Computer Support Specialist

Course Edits
- CPCA 105 to CSS 105: Introduction to Personal Computers: Windows
- CPCA 106 to CSS 106: Introduction to Personal Computers: Macintosh
- CPCA 108 to CSS 108: Word Processing I: MS Word
- CPCA 109 to CSS 109: Google Apps
- CPCA 110 to CSS 110: Spreadsheets I: MS Excel
- CPCA 111 to CSS 111: Spreadsheets II: MS Excel
- CPCA 113 to CSS 113: Spreadsheets I, II & III: MS Excel
- CPCA 114 to CSS 114: Databases I: MS Access
- CPCA 115 to CSS 115: Databases II: MS Access
- CPCA 118 to CSS 118: Groupware: Outlook
- CPCA 120 to CSS 120: Computer User Support Skills
- CPCA 121 to CSS 121: Introduction to Project Management
- CPCA 123 to CSS 123: E-Presentation: MS PowerPoint
- CPCA 125 to CSS 125: Word Processing II: MS Word
- CPCA 128 to CSS 128: PC Applications: MS Office

- CPCA 138 to CSS 138: Operating Systems: Windows
- CPCA 228 to CSS 228: PC Applications II: MS Office
- CPCA 290 to CSS 290: Computer Support Specialist Internship
- CPCA 291 to CSS 291: Independent Study
- CPCA 292 to CSS 292: Special Topics:

New Course
- CSS 140: Digital Devices and Online Technologies

Course Deactivations
- CPCA 117: Databases III: MS Access
- CPCA 134: Managing Your Macintosh
- CPCA 141: Internet I
- CPCA 151: Internet II
- CPCA 161: Introduction to Web Pages using HTML

Program Edits
- 6610-CERT: Computer Support Specialist A+ Certificate
- 6620-CERT: Computer Support Specialist Networking+/Security+ Certificate
- 2060-AAS: Computer Support Specialist

Carol Smith presented the entire CPCA/CSS package. Chair Lutz helped her explain the edits, new courses, and deactivations. She explained that most of the modifications were cleanup and updating to match course materials and newer software; changing prefix; outdated terminology and certificates that didn't fit into our certs or degrees. KBOR alignment also impacted curriculum. Some of the curriculum language and objectives changed to reflect CompTIA objectives.

Mathew Schmeer motioned to accept course edits; Justin Dunham seconded; motion passed.
Mathew Schmeer motioned to accept new courses; Doug Patterson seconded; motion passed.
Theresa McChesney motioned to accept program edits and Mathew Schmeer seconded, motion passed.
Justin Dunham made a motion to accept course deactivations, Tonia Hughes seconded, motion passed.

(6) Subcommittee and Liaison Assignments and Updates
- Cultural Diversity/General Education
Chair Lutz asked Gurbhushan to provide a summary of the KBOR initiative. Gurbhushan provided a summary of the KS Systemwide General Education Framework and promised to share additional information at future meetings.

- Procedures
No report.

- ABC
No report.

- OLAC
Judy Guzzy reported that OLAC amended bylaws to including inactive faculty.   Banner grade link can be removed. Two new course delivery methods were also introduced.

- Faculty Association
No report.

- Committee of the Whole
No report.

(7) Announcements and Updates
Andrew Lutz promised to send an email containing sub-committee assignments and the KBOR General Education Framework Policy documents.

(8) Adjournment
The meeting adjourned at 3:55pm.

Curriculum updates are effective Academic Year 2023-2024 Catalog which covers Summer 2023, Fall 2023 and Spring 2024 terms.