

Curriculum Committee Meeting

June 20, 2017 – 2:00 p.m.

Development Office

Meeting Begins: 2:08 p.m.

Present: Angel Gladue, Alexis Marcellais, Sheila Trottier, Dr. Terri Martin-Parisien, Wanda Laducer, Erik Kornkven

Agenda:

1. Approval of Agenda

- Sheila made the motion to approve the agenda.
 - Erik seconded the motion.
 - All in favor – Motion passed

2. Approval of May 25, 2017 Minutes

- Sheila made the motion to approve the May 25, 2017 minutes.
 - Erik seconded the motion.
 - All in favor – Motion passed

3. Updates for Checklist for new curriculum proposal/ course proposal

New Program Checklist

Initial Approval Date: _____

Name of Program: _____

1. Description of Program	
2. Program Outcomes	
3. Program Degree Requirements	
4. Admission Requirements	
5. List of Course Prefix and Course Number (<i>See Registrar</i>)	
6. CIP Code (<i>See Dean of Student Services</i>)	
7. Clock Hour Conversion for Certificates (<i>See CTE Director</i>)	
8. Course Descriptions with Credit hours	
9. Curriculum Mapping	

Appropriate Supervisor Signature (Dean of Academics or CTE Director)

_____ Date: _____

New Course Checklist

Initial Approval Date: _____

Name of Course: _____

1. Course Prefix and Course Number (<i>See Registrar</i>)	
2. Course Description	
3. Number of Credits	
4. Consultation with Department Chair	

Appropriate Supervisor Signature (Dean of Academics or CTE Director)

_____ Date: _____

Department Chair:

_____ Date: _____

4. Patient Access Specialist Program

- 9 Month Certificate
- 15 new classes – total of 17 courses
 - AA – 15 General Ed Classes (minimum)
- Needs a CIP Code
- Needs Clock Hours
 - TMCC needs to define what clock hours are
 - Sheila will check on clock hours
- Guidelines for curriculum mapping
- Joan Azure needs to work with program out comes
- **Erik motions to approve the Patient Access Specialist Program Certificate**
 - Wanda seconded the motion.
 - All in favor – Motion passed

5. Medical Administrative Assistant Program (AAS)

- Erik motions to approve the Medical Administrative Assistant Program
 - Wanda seconded the motion.
 - All in favor – Motion passed

5. NRM Curriculum Changes – Stacie Blue

Proposed:

To earn an A.S. Degree at TMCC a minimum of 63 credits and maximum of 66 credits is required. The AS NRM program recommends 72 credits to be equipped to either join the workforce or transfer to NDSU to begin your BS NRM degree program.

Program Requirements	Credits	Program Requirements	Credits
<u>Communication</u>	<u>9 Credits</u>	<u>Social Science</u>	<u>12 Credits</u>
ENGL 110 Composition I	3	American Indian History	3 Credits
ENGL 120 Composition II	3	(HIST 251, 252, or 261)	
COMM 110 Public Speaking	3	Other	9 Credits
		(SOC1 110, SOC1 271, POLS 287)	
<u>Mathematics</u>	<u>4-6 Credits</u>	<u>Arts and Humanities</u>	<u>8 Credits</u>
Math 103 College Algebra	4	One American Indian Language	3
or		HUMM 190 Traditional Plants	3
Math 111 Algebra I	3	AHU, ART, HUMM, LANG, MUS	2
Math 112 Algebra II	3		
<u>Laboratory Science</u>	<u>20 Credits</u>	<u>Technology</u>	<u>3 Credits</u>
Earth Science		CSCI 101 Intro to Computers	3
GEOL 105 Physical Geology	4		
Life Science		<u>SOCI 105 First Year Experience</u>	<u>3 Credits</u>
BIOL 150 General Biology I	4	(Required for Freshman)	
BIOL 151 General Biology II	4	<u>SOCI 120 Graduation and Beyo</u>	<u>2 Credits</u>
Physical Science		(Required for Graduation)	
CHEM 121 General Chemistry	4		
Environmental Science		<u>Core Courses</u>	<u>7 Credits</u>
BIOL 124 Environmental Scien	4	GISGPS 110	3
(TMCC A.S. Math and Science		NRM 150 NRM Orientation	1
Requirement is 16-18 credits)		NRM 200-Turtle Mtn Systems	3

Health and Wellness
 HPER 210 First Aid/CPR

2 Credits
 2

70-72 Credits Recommended

- Sheila wants to know if there will be a catalog change for this program.
- Angel will provide a course number.
- Erik likes the 65-68 credits for the total degree requirements (72 recommended)
- Sheila wants to know if students can use course substitution on an individual case by case basis for the Ojibwe language class.
 - Stacie wants to stay with the Ojibwe language.
- Terri wants to know if the social science credits can be lowered. Do they need 12 credits of social science?
- Stacie wants to know how classes will affect financial aid.
 - Angel said yes it can affect financial aid.

Revised:

Students who prefer to earn an A.S. in NRM to become a technician should follow this program. Students who wish to transfer to another institution for a B.S. should meet with their advisor to discuss recommended courses before transferring.

Program Requirements	Credits	Program Requirements	Credits
<u>Communication</u>	<u>9 Credits</u>	<u>Social Science</u>	<u>6 Credits</u>
ENGL 110 Composition I	3	American Indian History Course	3
ENGL 120 Composition II	3		
COMM 110 Public Speaking	3	<u>Arts and Humanities</u>	<u>9 Credits</u>
		LANG 125 Ojibwe Language I	<u>3</u>
<u>Mathematics</u>	<u>4-6 Credits</u>	LANG 126 Ojibwe Language II	3
Math 103 College Algebra	4	HUMM 190 Traditional Plants	3
or			
Math 111 Algebra I	3	<u>SOCI 105 First Year Experience</u>	<u>3 Credits</u>
Math 112 Algebra II	3	(Required for Freshman)	
		<u>SOCI 120 Graduation and Beyond</u>	<u>3 Credits</u>
<u>Laboratory Science</u>	<u>20 Credits</u>	(Required for Graduation)	
Earth Science		<u>Technology</u>	
GEOL 105 Physical Geology	4	CSCI 101 Intro to Computers	3
Life Science			
BIOL 123 Intro to Research Method	4	<u>Core Courses</u>	<u>7 Credits</u>
BIOL 151 General Biology II	4	GISGPS 110	3
Environmental Science		NRM 150 NRM Orientation	1
BIOL 124 Environmental Science	4	NRM 200-Turtle Mtn Systems	3
Physical Science			
CHEM 115 Introductory Chemistry	4		

- **Angel motions to approve changes and curriculum to the Natural Resource Management Program**
 - Wanda seconded the motion.
 - All in favor – Motion passed

6. Motion to adjourn meeting:

- Sheila motioned to adjourn meeting at 4:05 p.m.
- Alexis seconded the motion .
- All in favor/Motion Passed
- Meeting adjourned – 4:05 p.m.

Next Meeting Agenda Items:

- Catalog Approval (18-19)
- Academic Success
- Computer Requirement