KENNEBEC VALLEY COMMUNITY COLLEGE
FAIRFIELD, MAINE

CURRICULUM COMMITTEE MEETING MINUTES

Date: December 14, 2011
Time: 3:00 p.m.
Place: Room 309 Carter Hall

Present: Mark McCafferty, Melodie McCutcheon, Nicole Holden, Mark Harmon, Gary Stevens, Juliette Guilmette, Barbara Larsson, Jacquie Greene

Absent: Bill Dolan, Jim Peacock, Ann Davis, Kathy Englehart, Karen Delile, Lisa York-Lemelin, Karen White

Presenting: Nicole Holden, Martha Naber, Scott Hood, Ann Hickman

TOPIC	DISCUSSION	ACTION
Minutes of Previous meetings	The minutes of November 14, 2011 were read.	Minutes accepted.
Revised Prerequisites	The Math instructors are requesting a removal of two prerequisites from MAT226 - Precalculus. MAT119 (Advanced College Algebra) is currently listed and as it is being deactivated it is no longer available. They also wish to remove MAT218 (Trigonometry) as the content is unrelated to the content of MAT226 and does not prepare students for this class.	Revisions accepted
New Program of Study: Autism	Martha Naber presented the program of study for the Autism program. There had formerly been a certificate in Autism available but it had been suspended. The certificate had very low enrollment due to lack of financial aid. Currently the schools are looking for Education Technicians with autism training and the state received a grant related to autism education. Martha noted that this is a degree program so the financial aid hurdle has been removed. The program is using all of the courses previously approved with the addition of the general education courses to bring it up to degree level. This would be the only program of it's type in the state. Gary asked if students could use this as the basis of a 4 year degree in the field or perhaps a teaching degree. Martha said that licensing for an Ed Tech II requires 60 college credits, which this degree meets. The next level, Ed Tech III, requires 90 credits. Mark M asked how she planned to deliver the program, would it be online? Martha said that the classes are hands-on so live delivery for the majority of them. Due to the fact that most of the students would be working as Ed Tech I in the school systems she finds her population takes well to evening and weekend classes.	Accepted

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Revised Program of Study: CIS	Scott Hood came before the committee with a complete overhaul of the Computer Science program of study. The first item was to change the name of the program to Computer Information Systems. This is in line with the terminology the universities are using. He also had name changes for four of his classes to better align with content and current terminology. He felt these changes would help students choose classes and improve transferability. There was no content change: CPT119 – Introduction to Programming would change to Visual Basic. CPT231 – Introduction to Multimedia would change to Mobile Ap Development CPT120 – Internet Technologies to Web Programming CPT228 – Advanced C++ Programming to Game Design Mark M asked if a C++ class was still being offered. Scott said that C++ is still taught in CPT228, it is the same class. The name change only reflects the focus of the class. He also wanted to move CPT119 to the spring semester. Students are currently learning two languages at once and this would allow them to focus on one at a time. Scott has also filled in most of the "elective" options with classes based on what is commonly required at other colleges. For example, Math Elective has been changed to Statistics. When the committee questioned the loss of choice Mark H said that the Board of Trustees has asked for an end to open-ended electives. Basically every program should be looking to get rid of general electives in the near future. The committee asked if "recommended" could be added to each of these to give an amount of flexibility back to the students.	Accepted
Revised Syllabus: MAS115	Ann Hickman presented Clinical Procedures. The changes were to include language from the MAS Standards and for clarity. The revised description now included the new emergency preparedness requirement. New objectives had been added to match the new requirement. The remaining changes were all in terminology to match the language in the Standards. The committee noted a few typographical errors that were cleaned up.	Accepted as revised
AAS Degree changes	Mark Harmon handed out information related to the changes to the AAS degree. As he had explained earlier in the meeting the Trustees are removing all general education electives as they find that people are taking classes far outside their field. Barbara said that they had seen this at the Department Chair meeting and had already responded that all Allied Health and Trades programs were out of compliance due to the credit hour divisions. Mark M said that for Liberal Studies this removes all ability for the students to explore a variety of career fields. He also pointed out that the art/humanity/social science component was written in such a way that all the credits could be done	Informational

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	as fine art, losing all humanities credits. Mark H agreed that this isn't clearly written but that it is still a work in progress. Juliette said she would bring this before faculty senate so that all concerns could be brought up to go back before the trustees.	
Ad Hoc Committee Update	Juliette reported that Faculty Senate had approved the updated policy and that once Leadership team approved it would be added to the KVCC policy manual. The Ad Hoc committee is now working on a new syllabus template and a procedures manual for the committee.	
Next meeting	January 18 at 3:00 in the Frye Conference room. Melodie will send out reminders.	

Respectfully submitted,

Melodie McCutcheon, Secretary