

## Academic and Curriculum Committee

Minutes: May 5, 2020

| <b>Next meeting – May 12, 2020</b><br><b>Remote/Zoom Meeting: 11:15 am – 12:15 pm</b>  |  |
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| <p>Members Present through Zoom: Randy McCormick, Ron O’Brien, Anne Donahue, Greg Johnson, Mel Adams, Darin McGaw, Liz Sullivan, Linda Levesque, Molly McDonald, Travis Stepan, Wayde Carter, and Kelly Peters</p>   |  |
| <p><b>MINUTES</b><br/>April Meeting:</p> <ul style="list-style-type: none"> <li>❖ Approved by Committee: Unanimous (Motion: Molly ; 2<sup>nd</sup> – Ron)</li> </ul>   | <p>Randy McCormick</p>                 |
| <p><b>NEW BUSINESS</b><br/><b>CMJ 251 – New Course Proposal (First Read)</b></p> <ul style="list-style-type: none"> <li>❖ Criminal Justice Technical Skills (CMJ 251) would replace the internship, which has become problematic because of liability issues.</li> <li>❖ The course involves practical hands-on procedures using the new Milo Simulator.</li> <li>❖ The course would be offered the last semester of the 2<sup>nd</sup> year.</li> <li>❖ Members had questions about the pre-requisites, and Randy asked that the proposal be amended to show accurate pre-requisites for the course.</li> <li>❖ Members also reviewed the CJ Matrices to make sure they reflect requested changes.</li> </ul> | <p>Wayde Carter</p>                    |
| <p><b>Additional Meeting to vote on New Business</b></p> <ul style="list-style-type: none"> <li>❖ Randy requested that we hold an additional meeting on Tuesday, May 12<sup>th</sup> to vote on new business, and committee approved an additional meeting.</li> </ul>   | <p>Randy McCormick</p>                 |
| <p><b>ONGOING BUSINESS</b><br/><b>ENG 101L – New Course Proposal &amp; Removal of ENG 097 (Second Read)</b></p> <ul style="list-style-type: none"> <li>❖ Approved new course ENG 101L, which replaces ENG 097: Unanimous (Motion Ron; 2<sup>nd</sup> Travis), and approved removal of ENG 097: Unanimous (Motion Liz; 2<sup>nd</sup> Ron)</li> </ul>   | <p>Molly McDonald<br/>Kelly Peters</p> |
| <p><b>Commercial Fisheries &amp; Marine Technology AAS Program Proposal ( Second Read)</b></p> <ul style="list-style-type: none"> <li>❖ Ongoing review of program and course descriptions; Darin would like the approval of committee before going to the board. Would like a potential vote at next meeting.</li> <li>❖ If approved by board will be offering courses through CEEd.</li> </ul>  | <p>Darin McGaw</p>                     |
| <p><b>Proposal for Accessible Syllabus Template (Second Read)</b></p> <ul style="list-style-type: none"> <li>❖ Approved the new template; discussion about the differences between Course Objectives and Learning Outcomes: Unanimous (Motion Anne; 2<sup>nd</sup> Molly)</li> </ul>   | <p>Randy McCormick</p>                 |
| <p><b>OTHER</b><br/><b>ACC Membership Procedure for the 2020-21 school year</b></p> <ul style="list-style-type: none"> <li>❖ Linda, Scott, and Molly have been elected so far.</li> <li>❖ Darin will re-send out ballots to those members who did not vote for two people.</li> </ul> <p><b>Review Calendar for 2020-21</b></p> <ul style="list-style-type: none"> <li>❖ Need to choose meeting dates for September and January. Randy will send out template for members to review prior to next meeting.</li> </ul>  | <p>Randy McCormick<br/>Darin McGaw</p> |
| <p><b>ADJOURNMENT – 12:40: Unanimous (Motion: Ron; 2<sup>nd</sup> – Travis)</b></p>  |  |