



EDUCATIONAL AFFAIRS COMMITTEE

Approved Minutes
November 29th, 2023
3:00 pm
MTC 344 or Zoom

Voting Members Present: Matthew Schmeer (chair), Nick Mancini (vice chair), Barry Bailey, Sarah Boyle, Brian Zirkle, Sasha Gluhovsky, Mary Berg, Haley Vellinga, Ashley Rader, Jacob Kier, Whitney Bandel, Maureen Fitzpatrick, Nancy Thomas, Susan Brown, Charlie Randazzo, Steve Bennett, Casey Buchanan, Dan Mueller, Justin Dunham, Doug Patterson, and Michelle Clark

Absent Voting Members: Mary Berg, and Kitzeln Siebert

Resource Members: Valerie Dorsey, Kris Perales, Anne Rubeck, and Audrey Cooper

(1) Call to Order

Matthew Schmeer started the meeting at 3:02 p.m.

(2) Roll Call

Nick Mancini collected roll call.

(3) Agenda Agreement (consent item)

The agenda was agreed on by consent.

(4) Meeting Minutes Draft from November 8th, 2023

The meeting minutes from the last meeting were approved by consent.

(5) Curriculum*

Academic Support

Honors

Anne Dotter

New Course

- HON: 205: Introduction to Research Methods

Ann Dotter was present to present the new course in research methods which is a survey course and not meant to be discipline-specific. Doug Patterson motioned to approve the new course and Ashley Rader seconded the motion. The motion passed.

Arts & Design, Humanities & Social Sciences



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Graphic Design

Jennie Mynhier

Course Edit

- GDES 120: Introduction to Graphic Design

Jim Lane was present to discuss the prerequisite removal for GDES 120. The committee recommended some minor adjustments during the meeting to the outline. Barry Bailey motioned to approve the edits to GDES 120, and Doug seconded the motion. The motion passed.

Interior and Floral Design

Darla Green

Course Edits

- ITMD 164: Architectural Drafting for Residential Interior Design
 - DRAF 164: Architectural Drafting/Residential Interior Design
- ITMD 182: Interior Design Software II
- ITMD 202: Interior Design II
- DRAF 264: CAD: Interior Design

Program Edits

- 4420-CERT: Floral Design Certificate
- 3040-CERT: Interior Design Assistant Certificate
- 3140-CERT: Kitchen and Bath Design Certificate
- 2750-AAS: Interior Design

Darla Green presented the ITMD course updates which included moving the Architectural Drafting for Residential Interior Design class from the Drafting program to the Interior Design program. The subsequent course and program updates are to include the new course prefix in the registration values of other courses and program sequencing. Doug motioned to approve the course and program updates in Interior Design and Drafting. Whitney Bandel seconded the motion and the motion passed.

Education

Craig Butler/Farzaana Visser

New Program



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- 2000-AA: Elementary Education, Associate of Arts

Jim Lane represented the new state-initiated Elementary Education transfer agreement. Barry motioned to approve the new program and Ashely seconded the motion. The motion passed.

History and Political Science

Sarah Boyle and Andrea Vieux

Course Edits

- HIST 128: Medieval History
 - HIST 167: Intro to History: Japan
 - POLS 124: American National Government
- Sarah Boyle represented the general updates to HIST 128 and 167. Andrea Vieux presented the course modification to POLS 124. Barry motioned to approve the course changes in HIST and POLS. Casey Buchanan seconded the motion and the motion passed.

(6) Subcommittee and Liaison Assignments and Updates

- Cultural Diversity/General Education
 - General Education Application
 - SOC 146: Introduction to Social Work and Social Welfare

Ashley Rader and the Cultural Diversity General Education subcommittee recommended SOC 146 for the general education designation. Doug seconded the motion and the motion passed.
- Procedures

Doug reminded the committee that the subcommittee continues to review the syllabus template documents and the bylaws.
- ABC

No report.
- Ad Hoc AI Policy Committee

Barry let the committee know that the Ad Hoc committee is close to submitting a recommendation to the Procedures subcommittee for recommended AI language options for the Syllabus Template document. AI resources and links will need permanent web locations hosted by Faculty Development. Possible easy-to-find locations for Syllabus and AI resources have been discussed.
- OLAC

No report.
- Faculty Association



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Justin Dunham reported on the last FA meeting which included topics on future FA party locations, the calendar committee, the negotiation team, and logo competition.

- Committee Day
No report.

(7) Announcements and Updates

- Update: COMS 180: Intercultural Communication-AAS Bucket/Discipline Alignment
 - Ashley Radar

(8) Adjournment

Doug motioned to adjourn the meeting and Haley Vellinga seconded the motion. The meeting concluded at 4:04 pm.

**Curriculum updates are effective Academic Year 2024-2025 Catalog which covers Summer 2024, Fall 2024, and Spring 2025 terms unless otherwise noted.*