

# Curriculum & Learning Council

## Agenda

Tuesday, August 14, 2012

9:00 AM- 11:00 AM -- AC Conference Room

**Members Present:** Aaron Bahmer, Andy Espinoza, Chris Wenzel, Dee Ludwig, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg, Becky Lorenz

**Members Absent:** Diane McQueen, Gwen Yung, Kate Steinbock

AGENDA	Action
Approve Minutes of July 24, 2012	It was moved and seconded to approve the minutes of July 24. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	None
Suggested Classes for EWC Evening Schedule	Final changes were discussed and will be made so division chairs will have an evening schedule to share at their upcoming division meetings.
Program Reviews for August Board Meeting— <ul style="list-style-type: none"> <li>• Agriculture Cluster</li> <li>• Cosmetology</li> <li>• Interdisciplinary Studies</li> </ul>	These are the last three program reviews for the year. The board will be asked to approve all program reviews for the year at the September board meeting.
Academic Calendars dates for Summer 2013 through Spring 2015	Academic calendars were prepared for Summer 2013 through Spring 2015. These calendars are to be shared at the upcoming division chair meetings, also.
Other:	<p>Mike—</p> <ul style="list-style-type: none"> <li>•The August 7 concurrent enrollment meeting with the high school instructors, EWC instructors, and EWC division chairs, and the outreach coordinators was a great success.</li> </ul> <p>Larry—</p> <ul style="list-style-type: none"> <li>•Reported receiving very positive comments from the high school and EWC instructors, division chairs and coordinators concerning the August 7 meeting. Larry suggested two meetings a year.</li> <li>•Continue to work on enrollment numbers.</li> </ul> <p>Rick—</p> <ul style="list-style-type: none"> <li>• EWC will host the FFA Vet Science Competition to be held on Wednesday, September 12 from 9:00AM to 2:00PM</li> </ul> <p>Andy—</p> <ul style="list-style-type: none"> <li>• Attended various sessions at NISOD. One session discussed testing incoming students' technology skills. It was found that regardless of age, students are not generally prepared to use technology.</li> </ul> <p>Aaron—</p> <ul style="list-style-type: none"> <li>• Passwords and User names for outreach students will e out on August 1.</li> <li>• David and Aaron will be "in the corner" on Tuesday and Wednesday, August 28 and 29, to provide students their passwords.</li> <li>• Provided two LMS training sessions over the summer for any faculty who were interested.</li> </ul> <p>Rex—</p> <ul style="list-style-type: none"> <li>•The volley ball girls will be here on Friday.</li> <li>•The Bridge Program began on Monday.</li> </ul> <p>Chris—</p> <ul style="list-style-type: none"> <li>•The biology, math and chemistry discussions at the concurrent high enrollment meeting were excellent. This meeting has been much needed for a long time.</li> </ul>

Becky—

- The first book vender was here on August 13. They had a GREAT time selecting books.
- 360 search—academic libraries are moving to a new product, Primo. It will be up and running in January. Students should like it because it is more like doing a Google search. It is a much better, and faster product than 360 search.
- There are several art collections that are available for loan from the Wyoming State Museum that might fit in with some of the diversity month topics.

# Curriculum & Learning Council

## Minutes

Thursday, September 6, 2012  
2:00PM-5:00PM -- AC Conference Room

**Members Present :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Diane McQueen, Gwen Yung, Kate Steinbock, Larry Curtis, Rick Vonburg

**Members Absent:** Mike Durfee, Rex Cogdill

AGENDA	Action
Approve Minutes of August 14, 2012	It was moved and seconded to approve the minutes of August 14. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	a. MUSC 2018—Music for Elementary Classroom Teachers—3 Cr. Hr.  It was moved and seconded to approve MUSC 2018. Motion carried.
College Board's Advanced Placement Program	Dee will email other CEO's about the requirements at their institutions. If EWC chooses to participate in the Advanced Placement Program, the information will be noted in our catalog in the same section that speaks about Dantes and CLEP.
Report from National Community College Bench Mark Project	The second year's worth of data from the National Community College Benchmark Project was reviewed and will be shared with the Outcomes Assessment Committee.
Comments on SU/13 through SP/15 calendars	Minor corrections were made to the calendars. They will be presented for board approval at the October board meeting.  Beginning in March, the CLC committee will begin doing the calendar process on an annual basis. This will allow us to always be two years out with our planning and allow us to get the teaching schedules out to division chairs and faculty in September. With our current process, calendars are approved at the October board meeting, thus making it after that before schedules can be given out for planning.
Student Success Series	Suggestions for increasing student participation in the Student Success Series were discussed. Possibly including it as part of the College Studies classes might be one way to increase participation.
Other:	Kate— <ul style="list-style-type: none"> <li>•Planning an Outcomes Assessment meeting and writing the annual report.</li> </ul> Larry— <ul style="list-style-type: none"> <li>•Has reminded his division to get their biography and program information to Ron Bronson.</li> </ul> Rick— <ul style="list-style-type: none"> <li>•Tanner Tipsword and Quentin McQuire are two out of twenty-four students in the nation invited to participate in the National Welding Competition.</li> <li>•Seven out of seven EWC Cosmetology students passed their State Boards in July.</li> <li>•The Mobile Welding Lab was at Warren Air Force Base this summer.</li> <li>•EWC was contacted by a local news reporter about the construction of ag facilities. The contact was the result of the EWC display at the SAREC Field Day. Reporter inquiries were channeled to Tami and the marketing department.</li> <li>•Everyone is invited to "The High Tunnel Extravaganza" next week. Please come and help build three high tunnels</li> </ul> Aaron— <ul style="list-style-type: none"> <li>•"Passwords in the Corner" worked very well this semester but they are open to further discussion and ideas for even greater improvement.</li> </ul>

Andy—

- It might be advantageous to invite the Marketing and Web Page people to division meetings

Chris—

- Dr. Bittner has submitted the final AVMA report last week.
- EWC has record numbers of Veterinary Technology students this semester!

Becky—

- Very glad to have Casey back!

Gwen—

- The remodeled CNA room is **WONDERFUL!!**
- Fall 2012 CNA and CNA II classes are full.

# Curriculum & Learning Council

## Minutes

Thursday, September 27, 2012

2:00PM-5:00PM -- AC Conference Room

**Members :** Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Gwen Yung, Kate Steinbock, Larry Curtis, Rex Cogdill, Rick Vonburg

**Members Absent:** Aaron Bahmer, Diane McQueen, Mike Durfee

AGENDA	Action
Approve Minutes of September 6, 2012	It was moved and seconded to approve the minutes of September 5. Motion carried.
Curriculum Review (attached) a. New Course b. Course Change c. Course Deletion d. Course(s) No Longer Offered e. New Program f. Program Change g. Program Deletion	MUSC 2018 was sent to UW and to Chadron State for articulation.
Bridge Program Statistics—Court Merrigan	Court reviewed Bridge Program Statistics from 2006 through the present.
SP/13 Distance Offerings	Division Chairs are reviewing distance classes for SP/13 for classes that are not scheduled, but need to be, and some that are scheduled but are not in the rotation for SP/13. The SP/13 class schedule, in its entirety, is due to Carmie on or before Monday, October 15.
College Board's Advanced Placement Program—continued discussion	After contacting other institutions across the state, EWC will make no changes in the wording for Advanced Placement Examination in the catalog.
University of Phoenix MOU and Transfer Trends & Outcomes	The committee reviewed the MOU between EWC and University of Phoenix.
Additional comments on SU/13 through SP/15 calendars	Two calendar changes were made: FA/13 – Block B Classes Begin on Monday, October 21, 2013 FA/14 – Block B Classes Begin on Monday, October 20, 2014 Calendars will be presented for approval at the board meeting on October 3.
Next CLC meeting	Thursday, October 11, 2:00PM-5:00PM in AC Conference Room. The Outreach Coordinator Meeting is also on this day.
Other:	None.

# Curriculum & Learning Council

## Minutes

Thursday, October 11, 2012

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Diane McQueen, Gwen Yung, Kate Steinbock

AGENDA	Action
Approve Minutes of September 27, 2012	
Curriculum Review (attached) a. New Course b. Course Change c. Course Deletion d. Course(s) No Longer Offered e. New Program f. Program Change g. Program Deletion	<p>c. BIOL 1080—Environmental Science BIOL 2200—Genetics BIOL 2415—Ecology and Field Biology GEOL 1200—Historical Geology MOLB 2210—General Microbiology REWM 1300—Introduction to Water Resources ZOO 2400—Vertebrate Natural History It was moved and seconded to delete the above seven courses. Motion carried.</p> <p>GEOL 1100—Physical Geology GEOL 1100 is still being offered at some of the Outreach sites. It will not be deleted.</p> <p>f. Biology It was moved and seconded to approve the curriculum changes to the Biology program. Motion carried.</p> <p>Environmental Science It was moved and seconded to approve the Environmental Science Program curriculum changes. Motion carried.</p> <p>Wildlife and Fisheries Biology and Management It was moved and seconded to approve the changes to the Wildlife &amp; Fisheries Biology program. Motion carried.</p>
Bridge Student Waitlist Issue	As “Bridge Students” register for classes, the word BRIDGE will be written on their schedules to act as an alert if/when schedules are changed. Bridge advisors will also be available at testing. These steps will hopefully help assure that these students aren’t placed into an overload status.
Tests Administered in On-Campus Testing Center July 2012-September 2012	The three month (July 2012-September 2012) EWC Testing Center statistics were reviewed by the committee.
Next CLC meeting	Thursday, October 25, 2:00PM-5:00PM in AC Conference Room.
Other:	<p>Rex—</p> <ul style="list-style-type: none"> <li>•Mid-term begins next Thursday, October 18.</li> <li>•We may wish to discuss offering more Block B classes in the future.</li> <li>•Beth Reed will Replace Eric Sharp as the Campus Resource Officer.</li> </ul> <p>Becky—</p> <ul style="list-style-type: none"> <li>•Shared the EWC Library Advisory Council By-laws with the committee.</li> </ul> <p>Chris—</p> <ul style="list-style-type: none"> <li>•Michelle Lett attended the Institutional Animal Care and Use Committee training workshop in San Diego on October 4.</li> <li>•Peggy Knittel and Coventry Dougherty-Woodin attended the Biology Articulation.</li> </ul> <p>Aaron—</p> <ul style="list-style-type: none"> <li>•The Spring 2013 Distance Schedule is ready.</li> <li>•David continues working on Fulbright Scholarship</li> </ul>

Larry—

- The English Department has completed a 2-3 year schedule
- The MATH/EDUC group is working together on a 2-3 year plan
- English Articulation is October 26

Rick—

- Ag Articulation is on November 5
- Technology Day is November 15
- The first “Gen Ed Meeting” will be on Monday, October 15 over the noon hour.
- Donna and Pam took ten cosmetology students to a hair show in Denver.

# Curriculum & Learning Council

## Minutes

Thursday, October 25, 2012

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Chris Wenzel, Dee Ludwig, Diane McQueen, Gwen Yung, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Kate Steinbock, Becky Lorenz **Guest:** Ed Bittner

AGENDA	Action
Approve Minutes of October 11, 2012	It was moved and seconded to approve the minutes of October 11. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	<ul style="list-style-type: none"> <li>b. LIBS 2280—Literature for Children—Semester Offered and Course Description change It was moved and seconded to approve the semester offered and the course description. Motion carried.</li> <li>e. ESL/EFL Teaching Certification Program It was moved and seconded to approve the ESL/EFL Teaching Certification Program. Motion carried.</li> <li>f. Associate of Science-Mathematics—Program Credit Hour Change, and Curriculum Pattern Change for Sophomore Year It was moved and seconded to approve the changes to the Associate of Science-Mathematics program. Motion carried. Associate of Arts-Secondary Education, Mathematics—Curriculum Pattern Change for Sophomore Year It was moved and seconded to approve the changes to the Associate of Arts-Secondary Education, Mathematics program. Motion carried.</li> </ul>
Health Occupations Aptitude Examination	Ed Bittner shared sample questions for the PSB-Health Occupations Aptitude Examination. The hope is that this or something similar could be used as a placement test for future VTTK students. After further research, a formal proposal will be developed.
Hathaway Scholarship Extension Request	It is possible to have an extension of the Hathaway Scholarship for certain programs, i.e. AAS degrees. Committee members were given a copy of the extension request which included all necessary information concerning the extension.
Background Check Information	It was moved and seconded to approve using Certified Background for background checks for HLTK, EDUC, and VTTK. The \$95 per student fee will cover sexual offender information, general criminal history, and adult and child neglect information. Student financial aid may be used to cover the cost. The fee will be attached to a specific class in each program. Motion carried.
WACCT Nominations	The committee voted to nominate Peggy Knittel for consideration for the 2012-2013 WACCT Faculty Member Award.
Last Day Students May Register	It was moved and seconded to specify in the catalog that the drop/add date will be four days after the start of the semester. Motion carried.  It was moved and seconded to specify in the catalog that the final day for initial enrollment be the Friday before the semester begins with the` exception being Block B classes, or classes with flexible starting dates which would be the Friday before the class begins. Motion carried
Supreme Court	On November 27 a Supreme Court case will be heard in the EWC Fine Arts Auditorium. This will be a wonderful opportunity for College students and high school students to observe a real supreme court trial. Division Chairs will share this information with their divisions.
Fall 2012 Total Student Withdrawal	Only six students withdrew from all classes in Fall 2012.
Next CLC meeting	Thursday, November 1, 2:00PM-5:00PM in AC Conference Room.
Other:	





# Curriculum & Learning Council

## Agenda

Thursday, November 15, 2012

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Kate Steinbock, Larry Curtis, Rex Cogdill, Rick Vonburg

**Members Absent:** Diane McQueen, Gwen Yung, Mike Durfee

**Guest:** Michael DeMers

AGENDA	Action
Approve Minutes of November 1, 2012	It was moved and seconded to approve the minutes of November 1. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	<ul style="list-style-type: none"> <li>a. EDEC 2000—Engaging Families in Early Childhood Settings—3 Cr. Hr. It was moved and seconded to approve EDEC 2000. Motion carried.</li> <li>b. COSC 1200—Computer Information Systems—Prerequisite Change It was moved and seconded to approve deleting the current MATH 0920 prerequisite. Motion carried.</li> <li>f. Business Administration AAS—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern change. Motion carried.</li> </ul> <p>Business Office Technology AAS—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern change. Motion carried.</p> <p>Business Office Technology Certificate—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern change. Motion carried.</p> <p>Music Education—Curriculum Pattern Change It was moved and seconded to table the Music Education Program changes for the December 6 meeting. Motion carried.</p>
Supreme Court Oral Argument	Large numbers of community members, high school students, and college students are planning to attend. A reception will follow.
Why is it critical to attend and engage in class?	Dee shared an informational handout speaking to the importance of attending and engaging in class.
EDCI 5900—Practicum in College Teaching: Transition Issues for Dual/Concurrent Enrollment Faculty	This is a conference call for high school instructors who have not taught a concurrent class but are interested in doing so.
ABE Transitions to College	It was moved and seconded to approve Diane McQueen’s new direction for students who have tested into developmental levels to help them transition into college by enrolling in a one month intensive literacy skill improvement program. Motion carried. Court Merrigan and Diane are working together on this and the Bridge program.
Next CLC Meeting	Thursday, December 6, 2:00PM-5:00PM in AC Conference Room.
Other:	Michael DeMers— <ul style="list-style-type: none"> <li>•Michael has been traveling to Douglas to teach a Topics Course in guitar for five students.</li> <li>•The EWC music concert will be on December 6. Refreshments will be furnished by Community Education</li> </ul> Kate— <ul style="list-style-type: none"> <li>•Reminds everyone to complete CATs</li> <li>•CATs training on Friday, November 16</li> </ul>

Becky—

- The first Library Council Advisory meeting was held on November 14.
- The Library Christmas Party will begin at 7:00PM on December 10

Chris—

- EWC received full AVMA accreditation for the Veterinary Technology Program.

Rick—

- Skills USA submitted a grant to Lowes for materials to be used in the new high tunnels.
- Rob Eirich is taking the livestock judging team to Oklahoma for a practice contest.
- Today, November 15, is Technology day.
- DOC training for computer instructors will be tomorrow.
- Tanner Tipsword is at the welding competition in Las Vegas. His next competition will be in Texas where one welder will be chosen to represent the United States Welding Society in Germany.

Andy—

- Andy shared his frustration with our—or anyone's—ability to keep up with the **RAPID** changes in technology.

Rex—

- The CLC approved students registering for SP/13 AND SU/13 so registration is underway!
- Anyone wishing to help with the Evening of Elegance on December 5 needs to see Deb Doren.
- On December 6 , 1:00-2:30pm there will be a Webinar about conducting difficult conversations with students.

Aaron—

- David delivered iPads and training to the Douglas campus.

Larry—

- Sixty to seventy students attended the election party.
- Michael DeMers took seven students to the Denver Symphony.

Dee—

- Torrington High School students visited to discuss face to face classes that EWC might consider offering during the summer session.
- A CROA expert has been on campus providing training.

# Curriculum & Learning Council

## Minutes

Thursday, December 6, 2012  
2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Chris Wenzel, Dee Ludwig, Diane McQueen, Kate Steinbock, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Absent:** Becky Lorenz, Gwen Yung

**Guests:** Cook Bittner, Michelle Lett, Susan Walker

AGENDA	Action
Approve Minutes of November 1, 2012	It was moved and seconded to approve the minutes of November 1. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	<ul style="list-style-type: none"> <li>a. ART 2074—Art in the Elementary School—3 Cr. Hr. It was moved and seconded to approve Art in the Elementary School. It not count it as UW Cultural Context at the present time. Motion carried.</li>   <li>VTTK 1925—Introductory Chemistry for Life Sciences—2 Cr. Hr. This is a new course to replace part of VTTK 1900.</li>   <li>VTTK 1950—Introductory Cellular Biology—2 Cr. Hr. It was moved and seconded to approve VTTK 1950. Motion carried. This new course also replaces part of VTTK 1900.</li>   <li>b. ART 1110—Foundations: Two-Dimensional ART 1120—Foundations: Three-Dimensional ART 1130—Foundation: Color Theory ART 1179—Photoshop ART 2210—Painting I ART 2410—Ceramics Request that all above ART courses to count toward VPFA General Ed Requirement. It was moved and seconded to approve each of the above art courses as a VPFA General Ed Requirement. Motion carried.</li>   <li>EDEC 1100—Observation &amp; Guidance of Young Children--Add prerequisite It was moved and seconded to approve the prerequisite to read: Successful completion of EDEC 1020 with a grade of "C" or better or concurrent enrollment in EDEC 1020. Motion carried.</li>   <li>EDFD 2020—Foundations of Education—Description/Prerequisite Change It was moved and seconded to approve changes to EDFD 2020. Motion carried.</li>   <li>EDUC 2100—Practicum in Teaching---Description/Prerequisite Change It was moved and seconded to approve changes to EDUC 2100. Motion carried.</li>   <li>MATH 1100—Numbers &amp; Operations for Elementary School Teachers— Request to include MATH 1100 as a General Education option under Mathematics It was moved and seconded to approve. Motion carried.</li>   <li>VTTK 1625—Laboratory Analysis—Change prerequisite— It was moved and seconded to approve the prerequisite to read: Successful completion of VTTK 1620 with a grade of "C" or better. Motion carried.</li> </ul>

	<p>c. CMAP 1995—Certification Preparation It was moved and seconded to approve deleting CMAP 1995. Motion carried.</p> <p>VTTK 1900—Vet Tech Biochemistry VTTK 1925 and VTTK 1950 will become blocked courses that will replace VTTK 1900. Effective FA/13.</p> <p>e. Veterinary Assistants &amp; Laboratory Animal Caretakers Certificate A new VTTK Certificate Program was discussed. The forms for the new program will be brought to the January 24 meeting.</p> <p>f. Child Development Certificate—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern changes. Motion carried.</p> <p>Certificate—Computer Applications—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern changes. Motion carried.</p> <p>Music Education—Curriculum Pattern Change It was moved and seconded to approve the curriculum pattern changes. Motion carried.</p> <p>AAS--Veterinary Technology—Curriculum Pattern Change It was moved and seconded to approve the changes. Motion carried.</p>
HOAE & New VTTK Certificate Program	It was moved and seconded to approve implementing the HOAE, Health Occupation Aptitude Exam, for VTTK students effective FA/13. Motion carried. Information concerning the HOAE will be included in the catalog near the placement test guide.
Recruitment Strategies—Zach & Mai Lee & Tami	Recruitment Strategies will be discussed at the January 24 meeting.
Proposed Concurrent ENGL 0640 and ENGL 1010 Course	Concurrent ENGL 0640 and ENGL 1010 was tabled for discussion at a future meeting.
Governor’s Recommended Budget	The committee reviewed the Governor’s budget.
ABE Program from 1967 to Present	Diane McQueen shared a wonderful digital presentation about the ABE program that she developed.
In-Service Agenda	A draft of the Spring 2013 In-Service agenda was shared with the committee.
Incomplete Grade Verbiage	It was moved and seconded to approve catalog verbiage concerning incomplete grades to read: <ul style="list-style-type: none"> <li>•...If the course work is not completed by the designated time and within the designated semester, the grade of “X” will revert to a grade of “F” or “W” at the discretion of the instructor. (page 40 of the 2012-2013 catalog)</li> </ul> Motion carried.
Registration Date for New Students	The last day <u>new</u> students may register will be on the Friday before classes begin.
Withdrawal From Individual Classes	It was moved and seconded to approve leaving the verbiage for “Withdrawal From Individual Classes” as it currently is in the 2012-2013 catalog. Motion carried.
Next CLC Meeting	Thursday, January 24, 2:00PM-5:00PM in AC Conference Room.
Other	No “Other.” I was so relieved!

# Curriculum & Learning Council

## Minutes

Thursday, January 24, 2013

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Gwen Yung, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Diane McQueen, Kate Steinbock, Larry Curtis

**Visitors:** Cook Bittner, Viqu Garcia, Michelle Lett, Susan Walker, Muriel de Ganahl

AGENDA	Action
Approve Minutes of December 6, 2012	It was moved and seconded to approve the minutes of December 6, 2012. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ul>	<ul style="list-style-type: none"> <li>a. VTTK 1510-- Clinical Techniques I—3 Cr. Hr.                It was moved and seconded to approve VTTK 1510. Motion carried.</li> <li>VTTK 1520—Clinical Techniques II—4 Cr. Hr.                It was moved and seconded to approve VTTK 1520. Motion carried.</li> <li>b. MATH 1100 --Numbers &amp; Operations for Elementary School Teachers— Prerequisite Change                It was moved and seconded to approve changing the prerequisite from MATH 0920 to MATH 0930. Motion carried.</li> <li>MATH 2120-- Geometry &amp; Measurement for Elementary School Teachers— Prerequisite Change                It was moved, seconded and approved to change the description and prerequisite for MATH 2120 to read:                This course is a continuation of MATH 1100. The purpose of this course is to prepare students to be competent in teaching the major concepts and practical skills related to data analysis, probability, geometry and measurement. Students enrolling this course must also enroll concurrently in EDEL 2410, Elementary School Math Seminar II.                Prerequisite: MATH 1100 with a grade of "C" or better or consent of instructor.</li> <li>c. MATH 1105-- Data, Probability, and Algebra for Elementary School Teachers—                It was moved and seconded to approve the deletion of MATH 1105 effective FA/14. The motion failed. It was then moved and seconded to table the cancellation request for further research. Motion carried.</li> <li>e. Veterinary Aide Certificate—26 Cr. Hr.                It was moved and seconded to approve the new 26 hour certificate program—Veterinary Aide Certificate. Motion carried. It will go to the EWC Board of Trustees and the Wyoming Community College Commission for their approval.</li> <li>f. Elementary Education—Cr. Hr. and Curriculum Pattern Change                It was moved and seconded to approve the Cr. Hr. and Curriculum Pattern Change for Elementary Education. Motion carried.</li> </ul>
Recruitment Strategies—Mai Lee	Mai Lee shared ways that students are recruited to Eastern Wyoming College. The committee shared suggestions on additional things that can be done to aid student recruitment.
Reverse Transfer—Lindsay Parker and Jennifer Lycero, University of Phoenix	Lindsay Parker and Jennifer Lycero were on hand to answer any questions concerning the reverse transfer to the University of Phoenix.

EWC Testing Center Statistics	Janet provided the committee with the number of tests that were administered through the Testing Center October 2012 through December 2012.
Field Trip Permission Form & Student Expectation Agreement	On Tuesday, February 19 Amy Covington will accompany students interested in transferring to UW to Laramie. The bus will leave at 7:15 a.m. The sign-up sheet, the Field Trip Permission Form, and the Student Expectation Agreement are in Debbie Ochsner's office.
Tabulation concerning the Results of General Education Committee	<p>It was moved and seconded to approve the recommendations of the General Education Committee. Motion carried.</p> <ul style="list-style-type: none"> <li>• <b>Take the section in the catalog now labeled "General Education Requirements" and move it to p. 72 and rename "Expected Student Outcomes" (this is the section that lists the CATSI competencies); and rename the section starting on p. 67 "General Education Requirements" (currently this section is titled "Degree Requirements")</b></li> <li>• <b>On pp. 67-68 of the Catalog, keep the Mathematics, Lab Science, Humanities, Visual, Performing Fine Arts, Social Science, Cultural Awareness, and PE Area I and Area II categories, but collapse the other areas into a category named "Foundations." This category would include HMDV 1000 College Studies (with possibility of adding HMDV 1025 Orientation to Distance Learning and HMDV 1250 Students by Design); ENGL 1010 English I: Composition, ENGL 1020 English II (with the possibility of adding TECH 1005 Applied Technical Writing); and POLS 1000 American &amp; Wyoming Government of HIST 1211 U.S. to 1865 or HIST 1221 U.S. from 1865.</b></li> <li>• <b>In conjunction with Division Chairs have Departments go over the classes currently listed in the various categories on pp. 67-68 and, taking into account number of times offered, number of times cancelled, and number of enrolled students, decide whether courses should remain on the list.</b></li> </ul>
Next CLC Meeting	Thursday, March 7, 2:00PM-5:00PM in AC Conference Room.
Other:	

# Curriculum & Learning Council

## Minutes

Thursday, February 21, 2013  
2:00PM-5:00PM -- AC Conference Room

**Members Present:** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Gwen Yung, Kate Steinbock, Larry Curtis, Mike Durfee, Rick Vonburg

**Members Absent:** Diane McQueen, Rex Cogdill

AGENDA	Action
Approve Minutes of January 24, 2013	It was moved and seconded to approve the minutes of January 24, 2013. Motion carried.
Curriculum Review (attached) a. New Course b. Course Change c. Course Deletion d. Course(s) No Longer Offered e. New Program f. Program Change g. Program Deletion	a. WELD 1850--Fundamentals of Fabrication—2 Cr. Hr. <b>It was moved and seconded to approve WELD 1850. Motion carried.</b>  Note: The requested prerequisite changes to the VTTK courses and the Deletion of PEAT 2065 (listed below) were approved so the changes could be included in the new catalog. VTTK 1925—Introductory Chemistry for Life Sciences—Prerequisite Change VTTK 1950—Introductory Cellular Biology—Prerequisite Change VTTK 2550—Practical Surgical & Medical Experience II—Prerequisite Change  PEAT 2065—Varsity Cheerleading—Course Deletion
Hispanic Student Success	The committee reviewed the list developed from the Spring 2013 In-Service. It was suggested that a committee be developed to discuss high school junior and senior high school visitation for Hispanic students.
Components of Graduation Initiative	The committee received a handout concerning components of graduation including: <ul style="list-style-type: none"><li>•Public Information Campaign</li><li>•Graduation Audits</li><li>•Stackable Awards</li><li>•Reverse Transfer Agreement</li><li>•Removing Barriers to Graduation</li><li>•Cultural Shift</li><li>•Change in Mission</li></ul>
NNER and Partnership Grounding Synergy Program Update	An informational handout was provided.
Next CLC Meeting	Thursday, March 7, 2:00PM-5:00PM in AC Conference Room.
Other:	



# Curriculum & Learning Council

## Minutes

Thursday, March 7, 2013

2:00PM-5:00PM -- AC Conference Room

**Members :** Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Gwen Yung, Kate Steinbock, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Aaron Bahmer, Diane McQueen

AGENDA	Action
Approve Minutes of February 21, 2013	It was moved and seconded to approve. Motion carried.
Curriculum Review (attached) a. New Course b. Course Change c. Course Deletion d. Course(s) No Longer Offered e. New Program f. Program Change g. Program Deletion	a. ENGL 2350—American Fiction Writers—3 Cr. Hr. It was moved and seconded to approve. Motion carried.  f. Music (Applied)—Curriculum Pattern Change—Add MUSC 2455 Convocation to each semester—0 Cr. Hr. change It was moved and seconded to approve. Motion carried.
Strategic Planning—Lynn Wamboldt	The committee worked on the CLC Action Planning Worksheets.
AS degree transfers to Chadron	It is great news to have a written record of the transfer agreement with Chadron State College.
Diversity Coordinator Job Responsibilities (for informational purposes)	As an informational piece, the list of job responsibilities for the Diversity Coordinator was reviewed.
Next CLC Meeting	Thursday, April 4, 2:00PM-5:00PM in AC Conference Room.
Other:	

# Curriculum & Learning Council

## Minutes

Thursday, March 21, 2013

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Gwen Yung, Kate Steinbock, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Diane McQueen

AGENDA	Action
Approve Minutes of March 7, 2013	It was moved and seconded to approve the minutes of March 7, 2013. Motion carried.
Curriculum Review (attached) <ol style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> </ol>	<ol style="list-style-type: none"> <li>a. PSYC 2080—Biological Psychology—3 Cr. Hr. It was moved and seconded to approve. Motion carried.</li>   <li>STAT 2070—Introductory Statistics for the Social Sciences—4 Cr. Hr. It was moved and seconded to approve. Motion carried.</li> </ol>
Action Planning Worksheet	Suggested changes to the Action Planning Worksheet will be made.
Emergency Preparedness—Mike Durfee, Larry Curtis	The committee meets monthly to discuss: <ul style="list-style-type: none"> <li>•Code Red</li> <li>•Chemical Disposal</li> <li>•Signage</li> <li>•Fire Drills</li> <li>•Crisis Management Plan</li> </ul>
2015-2016 Calendar – for planning academic year	It was moved and seconded to approve the draft of the FA/15, SP/16, and SU/16 calendars. Division Chairs will share them faculty at Division Meetings and bring faculty feedback to the Curriculum and Learning Council.
Summer Registration Sign-Up	It was moved and seconded to approve the “Summer Registration Sign-Up Sheet” draft. Motion carried. Dee will forward the sign-p form to Rex and he will share it with faculty after Spring Break.
Next CLC Meeting	CANCEL April 4 meeting—  Thursday, April 18, 2:00PM-5:00PM in AC Conference Room.
Other:	

# Curriculum & Learning Council

## Minutes

Thursday, April 18, 2013

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Andy Espinoza, Chris Wenzel, Dee Ludwig, Kate Steinbock, Larry Curtis, Mike Durfee, Rick Vonburg

**Members Absent:** Diane McQueen, Rex Cogdill, Gwen Yung, Becky Lorenz

AGENDA	Action
Approve Minutes of March 21, 2013	It was moved and seconded to approve the minutes of March 21, 2013 as submitted. Motion carried.
Curriculum Review (attached) a. New Course b. Course Change c. Course Deletion d. Course(s) No Longer Offered e. New Program f. Program Change g. Program Deletion	a. WELD 2990—Topics In: Semiautomatic Welding-Pipe—2 Cr. Hr. It was moved and seconded to approve WELD 2990. Motion carried.  f. Plate Welding Certificate—has been run as a pilot program since FA/10 will be submitted as a regular program It was moved and seconded to submit the Plate Welding Certificate program as a regular program. Motion carried.
Distance Learning Satisfaction Survey results	Aaron reviewed and commented on the survey results.
EWC Testing Center Statistics	The committee reviewed the Testing Center statistics.
2015-2016 Calendar – for planning academic year	The calendar drafts will be discussed at the May 2 Curriculum & Learning meeting since not all divisions had reviewed them.
Common Core to Curriculum: Five Big Ideas	Shared the informational handout From Common Core Standards to Curriculum: Five Big Ideas for informational purposes
Next CLC Meeting	Thursday, May 2, 2:00PM-5:00PM in AC Conference Room.
Other:	

# Curriculum & Learning Council

## Minutes

Thursday, May 2, 2013

2:00PM-5:00PM -- AC Conference Room

**Members :** Aaron Bahmer, Chris Wenzel, Dee Ludwig, Kate Steinbock, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

**Members Absent:** Andy Espinoza, Becky Lorenz, Diane McQueen, Gwen Yung

AGENDA	Action
Approve Minutes of April 18, 2013	It was moved and seconded to approve the minutes of April 18 as submitted. Motion carried.
Curriculum Review (attached) <ul style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> <li>h. New Distance Learning Course Offering</li> </ul>	<ul style="list-style-type: none"> <li>c. MATH 1105—Data Probability &amp; Algebra for Elem School Teachers—3 Cr.Hr. It was moved and seconded to approve canceling MATH 1105. Motion carried.</li> <li>f. Entrepreneurship— It was moved and seconded to approve submitting with changes as a “regular” program. It is currently a Pilot Program. Motion carried.</li> </ul>
2015-2016 Calendar – for planning academic year	It was moved and seconded to approve the FA/15, SP/16, and SU/16 calendars. Motion carried. The calendars will be submitted to the EWC Board of Trustees on May 14 for Board approval.
Action Planning Worksheets	The Curriculum and Learning Council worksheets are done.
Set Summer CLC dates	<p>Summer Curriculum and Learning meetings dates are set for 10:00AM-1:00PM on the dates below. Lunch will be provided.</p> <p>June 25 TEB 274 July 16 AC Conference Room</p>
Testing Center Statistics	Janet provided the Testing Center statistics for April – June, 2013.
On-line Student Evaluation of Faculty/Grade book	It was moved and seconded to continue blocking students from viewing their grades until they complete the evaluation. Motion carried unanimously.
Other:	<p>Tim Anderson presented a plasma cutting demo for the committee.</p> <p>Rex—</p> <p>Rick—</p> <ul style="list-style-type: none"> <li>•Kaitlyn and Ty Steben are parents of a daughter, Laine Elizabeth Steben.</li> <li>•Great Ag Awards Banquet was held on Monday, April 29.</li> <li>•Business After Hours will be on the North Campus at 5:15 tonight, May 2.</li> </ul> <p>Chris—</p> <ul style="list-style-type: none"> <li>•Rick Darnell took a group of students to a Cripto coding ??????????</li> <li>•Chris is working on his Inbre grant in Renewable Resources</li> </ul> <p>Mike—</p> <ul style="list-style-type: none"> <li>•The Hispanic Info Night had a small turnout, but it is a start and we will continue with them</li> <li>•Three Newcastle students participating in our EWC graduation will be graduating from High School and college</li> </ul> <p>Larry—</p> <ul style="list-style-type: none"> <li>•The EWC Spring Music Concert will be tonight, May 2 and the Douglas Music Concert will be tomorrow night, May 3</li> <li>•Kendra Hart has a student art exhibit in the Fine Arts Auditorium</li> </ul> <p>Aaron—</p> <ul style="list-style-type: none"> <li>•David and Aaron attended the Crisis Prevention Convention</li> </ul> <p>Dee—</p> <ul style="list-style-type: none"> <li>•The Veterinary Aide Certificate program is official</li> <li>•Douglas nominated Jennifer Hart as their outstanding teacher</li> <li>•Titus Mann, Fulbright scholar will be arriving mid-August.</li> </ul>



# Curriculum & Learning Council

## Agenda

Tuesday, June 25, 2013

10:00AM-10:00PM – TEB 274

**Members :** Aaron Bahmer, Andy Espinoza, Becky Lorenz, Chris Wenzel, Dee Ludwig, Diane McQueen, Gwen Yung, Kate Steinbock, Larry Curtis, Mike Durfee, Rex Cogdill, Rick Vonburg

AGENDA	Action
Approve Minutes of April 18, 2013	
Curriculum Review (attached) <ol style="list-style-type: none"> <li>a. New Course</li> <li>b. Course Change</li> <li>c. Course Deletion</li> <li>d. Course(s) No Longer Offered</li> <li>e. New Program</li> <li>f. Program Change</li> <li>g. Program Deletion</li> <li>h. New Distance Learning Course Offering</li> </ol>	<p>b.—Course Changes—<b>ALL COURSE CHANGES EFFECTIVE FA/14</b></p> <ul style="list-style-type: none"> <li>• BADM 1005—Business Mathematics I—this course will fulfill the Mathematics category of the General Transfer Categories on catalog page 30</li> <li>• BADM 1020—Business Communications—This course will fulfill the Foundations of the General Education requirements on catalog page 26</li> <li>• CSMO 1025—Hair Fundamentals—This course will fulfill the Lab Science Category of the General Transfer Categories on catalog page 26 (permitted for AAS programs only)</li> <li>• ENTR 1500—Successful Entrepreneurship—This course will fulfill the Social Science Category of the General Transfer Categories on catalog page 26</li> <li>• ENTR 1520—Creating a Business Plan—This course will fulfill the Social Science Category of the General Transfer Categories on catalog page 26</li> <li>• ENTR 2500—Small Business Operations Management—This course will fulfill the Social Science Category of the General Transfer Categories on catalog page 26</li> <li>• WELD 1755—Shielded Metal Arc Welding—This course will fulfill the Lab Science Category of the General Transfer Categories on catalog page 26 (permitted for AAS program only)</li> </ul> <p><b>It was moved and seconded to approve changes to the above seven courses. Motion carried.</b></p> <ul style="list-style-type: none"> <li>• VTK 1610—Anatomy and Physiology of Domestic Animals—This course will fulfill the Lab Science Category of the General Transfer Categories on catalog page 26 (permitted for AAS program only)</li> <li>• VTK 1620-- Anatomy and Physiology of Domestic Animals II—This course will fulfill the Lab Science Category of the General Transfer Categories on catalog page 26 (permitted for AAS program only)</li> <li>• VTK 1751—Pharmaceutical Calculations—This course will fulfill the Mathematics Category of the General Transfer Categories on catalog page 26 (permitted for AAS program only)</li> </ul> <p><b>It was moved and seconded to approve changes to the above VTK courses. Motion carried.</b></p> <ul style="list-style-type: none"> <li>• HMDV 1250—Students by Design—This course may substitute for HMDV 1000 under the Foundations requirement on catalog page 26</li> </ul> <p><b>It was moved and seconded to approve changes to HMDV 1250. Motion carried.</b></p> <ul style="list-style-type: none"> <li>• HMDV 2000—Sophomore Project—submit to the University Studies Program to request it be considered to receive a USP certification for WB (Writing 2)</li> </ul> <p><b>It was moved and seconded to approve submitting HMDV 2000 to UW to be considered for WB. Motion carried.</b></p>

	<p>f.—Program Changes—</p> <ul style="list-style-type: none"> <li>• Interdisciplinary Studies AA—Credit Hour and Curriculum Pattern Change</li> <li>• Interdisciplinary Studies AS—Credit Hour and Curriculum Pattern Change</li> </ul> <p>It was moved and seconded to approve Credit Hour and Curriculum Pattern Changes for INST-AA and INST-AS. Motion carried.</p> <p>h.—New Distance Learning Course Offering—</p> <ul style="list-style-type: none"> <li>• BIOL 1000—Principles of Biology</li> <li>• BIOL 1050—Medical Terminology</li> <li>• MOLB 2220—Pathogenic Microbiology</li> </ul> <p>It was moved and seconded to approve BIOL 1000, BIOL 1050, and MOLB 2220 to be offered as Distance Learning Courses. Motion carried.</p>
Emeritus Status for Cheryl Raboin	The committee unanimously voted (by secret ballot) to grant emeritus status to Cheryl. The Curriculum and Learning Council members wish to express their appreciation for Cheryl's years of service.
April through June Testing Center Statistics	<p>The committee reviewed the Testing Center statistics. Janet and JoEllen have been working together in preparation for JoEllen to take over the role of Testing Center Coordinator.</p> <p>The Curriculum and Learning Council members wish to thank Janet for professionalizing the Testing Center and for all the years of hard work at Eastern Wyoming College.</p>
iPad Usage for SP/13 with FA/12 Comparison Data	<p>David Banville provided a report on iPad usage for Spring 2013 with comparison to the Fall 2012 usage. Wonderful usage showing a great increase in Spring 2013.</p> <p>Fall 2012 = 36.5 instructional hours Spring 2013 = 80.5 instructional hours</p> <p>A new 30-iPad cart is being prepared for Fall 2013. A plan for distributing the used iPads will be discussed at the next CLC meeting</p>
University of Phoenix Transfer Trends & Outcomes	The committee reviewed the University of Phoenix transfer and outcome data for Eastern Wyoming College
2012-13 CLEP Credit-Granting Recommendations	This topic will be discussed at the September meeting.
HLC Assumed Practices and Reverse Transfer	It was moved and seconded to approve changing the number of residency hours required for a degree from 12 to 15. A student may concurrently earn two degrees by achieving 30 hours in residency. Motion carried.
Discuss dates for CSC visit	EWC faculty from Criminal Justice, Education, Business, Agriculture, Social Science, and Biology will visit Chadron State College on Friday, October 11. The bus will leave EWC at 8:00AM and arrive at Chadron at 10:30AM for a tour, discussions with appropriate people, and lunch. Plans are to be back at EWC around 5:00PM.
Turnitin.com	It was moved and seconded to approve trying Turnitin for one year, then deciding whether to continue. Motion carried. Funding will be through tech funds (put on strategic plan form)
State Fair—Our state fair is a great state fair; Don't miss it, don't even be late!	Coverage is needed for EWC's booth at the State Fair, August 12-16.
Other:	<ul style="list-style-type: none"> <li>•The Fulbright Scholar will reside at 403 Albany Ave.</li> <li>•New faculty to arrive on August 16 Robert Schmalzried—Math Georgia Younglove—Ag Vickie Winney—Health Technology</li> <li>•Concurrent/Dual Enrollment Faculty Meeting will be on Tuesday, August 6</li> <li>•Stan Nicolls is in Kansas City at the Skills USA</li> </ul>

	<ul style="list-style-type: none"> <li>•Peggy Knittel attended the Summer Institute in Biology</li> <li>•Chris Wenzel is working on his INBRE Grant in Ecosystem Science</li> <li>•VTTK faculty and staff, Cook Bittner, Michelle Lett, Monte Stokes, Vigi Garcia, Susan Walker, Kate Norton will all be attending the Association of Veterinary Technician Educators 23 Biennial (AVTE) Symposium July 25-29.</li> <li>•The Wyoming DARE Officers and SRO Conference that was held at EWC on June 19-21 was very successful.</li> </ul>
CLC Meeting Dates	Meeting dates for FA/13 and SP/14 will be the first and third Thursdays of every month from 2:00 – 5:00PM.



## **Curriculum & Learning Council Meeting – Tuesday, July 16, 2013**

**Members Present:** Aaron Bahmer, Andy Espinoza, Chris Wenzel, Dee Ludwig, Mike Durfee, Rex Cogdill, and Rick Vonburg

**Guests:** David Banville and Lynn Wamboldt

### **Approve Minutes of June 25, 2013**

Rick moved to approve the minutes with correct spelling of Fulbright, Rex seconded the motion. Motion passed.

### **Curriculum Review**

Lynn noted that the last students who graduated with the CAPS certificate had to have substitution forms submitted for CMAP 2630. These students graduated at the end of this past spring semester.

**Action:** Lynn Wamboldt to send supply of new catalogs to all WDOC locations.

**Action:** Carmie check the start date for CAPS program change – the change should have included replacing CMAP 1886 Outlook with CMAP 2630 Presentation Graphics: PowerPoint.

### **Distribution of used iPads**

The Instructional Technology office presented a distribution plan for the ten iPads that were purchased last summer. David Banville was present for the discussion.

Concerns:

- Applications will need to be reloaded each time an instructor checks out an iPad. David will show instructors how to load their apps back onto the iPad.
- Paying for apps? Pay with Aaron's credit card, then charge to appropriate Division budget.
- Always purchase 30 copies of apps so all 30 iPads have same apps.
- Full-time and adjuncts will be able to check out an iPad.
- Instructional Technology office will compile guidelines for the 30 iPad cart.
- How about staff use? Rex will buy a couple of iPads for staff to check out. Aaron suggested buying 4G instead of WiFi.
- Need to buy a printer for the iPad cart.
- Cannot use the projection system with the iPads cart.

**Motion: Andy made a motion to adopt the Instructional Technology proposed plan including concession to include adjuncts. Rick seconded the motion. The motion was unanimously approved.**

**Action:** Instructional Technology will draft guidelines for the 30 iPad cart.

**Action:** Rex will purchase two iPads for staff check out.

**Action:** Buy a printer for the iPad cart.

### **Motel 6/EWC Lease**

The committee reviewed the discussion points for using rooms at Motel 6 for students. Rex reported that so far there are 19 students who have indicated they would be willing to stay there so far. David Evans, the college legal representative, is writing the contract between EWC and Motel 6.

### **Site/Floor Plans for the Career & Technical Education Center (CTEC)**

The committee reviewed space plans for the CTEC. The building would house Welding & Joining, Health Technology, Cosmetology, Community Training Center, and shared general space. The building cost is approximately \$23M. The project has been submitted to the Wyoming Community College Commission as a capital construction project. The Commission will rank the capital construction projects from the community colleges at their July 26 commission meeting.

### **2012-13 CLEP Credit-Granting Recommendations**

This topic has been moved to the September CLC meeting.

### **American Public University Articulation**

The committee reviewed the proposed MOU between American Public University System and EWC. This university has MOUs with Colorado schools. It is a public/for profit university. Most of the programs are online; however, there is a campus in Kansas.

**Motion: Mike motioned to accept the MOU. Andy seconded the motion. The motion passed unanimously.**

**Action:** Put MOU on the Consent Agenda for the August EWC Board of Trustees meeting.

### **CLC Meeting Dates**

Informational

### **Other:**

#### **Y Floor Plan**

The committee reviewed the proposed floor plans for the Goshen County YMCA. Lingle and LaGrange have not endorsed the project. The County needs at least one of these communities to approve it to get the proposal back onto a ballot. The County proposes to use a specific cent tax to pay for the project with a cost of \$10M to be paid over 5 years. The project would cover an 8-acre area.

#### **WDE-679**

The committee reviewed the WDE-679 report that was submitted to Dr. Armstrong. Discussion included whether or not COMPASS testing is valid. Comments included that students are coming in with MATH 0900 or MATH 0920 and then they do not pass COMPASS to take a higher math course. It was suggested that students are not adequately prepared to take the COMPASS tests. Dee reminded the committee that most of the best and brightest high school students do not attend the community colleges but go straight to UW or other 4-year schools. Those who do come to the community colleges need more remedial help in the areas of math and English.

#### **Fall 2013 In-Service Schedule**

The committee reviewed the in-service schedule and suggested changes including moving the Faculty Meeting to Wednesday instead of Thursday to allow the Douglas instructors to attend. Andy and Aaron suggested some topics for some of the sessions also.

**Action:** Invoice Debbie Ochsner to the next CLC meeting to present "Comfort Animals" on campus.

**Action:** Prioritize the Learning Strategic Plans for 2013-2014 at the September CLC meeting.

## News Items

**Andy** – is finishing up summer classes on Friday, then going to Texas on Tuesday.

**Aaron** – is setting up new iPad cart. He will be attending a conference on theatrical lighting all next week. He is working on the Faculty Handbook and David is working with Diane on ABE projects.

**Mike** – Sundance hired a new outreach coordinator – Brittany Lenz. Magan Paulson, the Lusk Outreach Coordinator has resigned and moved to North Dakota. The Lusk Coordinator position is now a Niobrara County School District employee. Marty Wood is the new High School Principal. Mike is preparing for the August Teacher meeting. He asked Chris if he would be willing to lead discussion for BIOL 1010 and what UW is looking for in the BIOL/MATH group.

**Chris** – has been working on the ENBRE project – sample collecting & genetic research. The Vet Tech faculty are going to a conference on July 30<sup>th</sup>. Summer classes are wrapping up including the Vet Tech clinical. Robert Schmalzried, the new math instructor, is scheduled to be here on August 1<sup>st</sup>. Program reviews are done for this year.

**Rick** – Stan Nicolls and Quentin got 4<sup>th</sup> place at nationals. The Cosmetology garage sale was a huge success. Rick would like a meeting with everyone who wrote support letters for the Fulbright Scholar to see what other activities can be done including Titus Man, the Fulbright Scholar. Community Education is sponsoring a “Welcome” for Titus Man on September 19<sup>th</sup>. An Articulation meeting is scheduled for September 27<sup>th</sup>.

**Dee** – The LaGrange Coordinator has been replaced with Betty (last name?).