ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE
Minutes
Teams Online – 01/24/2024 at 4:00 p.m.

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Helena College Mission:
Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.

In attendance:
- ☒ **John Hartman (Chair)**
- ☒ **Phillip Sawatzki (Vice Chair)**
- ☐ ~~**Sandra Bauman**~~
- ☒ **Della Dubbe**
- ☒ **Sarah Dellwo (ex officio)**
- ☒ **Deb Rapaport**
- ☒ **Bill Hallinan**

- ☒ **Stephanie Hunthausen (ex officio)**
- ☒ **Robyn Kiesling**
- ☒ **Amy Kong**
- ☒ **Keri Jaynes**
- ☒ **Tod Dumas**
- ☒ **Bryon Steinwand (ex officio)**

Recorder: Paige M. Ferro

I.   Call to Order
Chair John Hartman convened the meeting at 4:02 p.m.

II.   Review of Minutes from January 10, 2024.
Phillip made a motion to approve the minutes as read, Della seconded the motion. All in favor, none opposed, none abstained: motion carried.

III.   Old Business:
   A. Database (Bryon S)

IV.   New Business:
   A. Fire and Emergency Services residency credit requirement for A.S. completion (Sarah D. & Stephanie H.)

   Language will be crafted to bring a motion to the next meeting regarding accepting professional certifications in exchange for meeting residency requirements.

B. Curriculum Changes
    a. None ready for ASCR review

C. Pathway Changes

1. Bundling Motion for Part-time Pathways: (this motion is for Pathways on this Agenda only). Philip made a motion to accept and approve a Part-Time Pathway whose approved Full-Time Pathway is identical not in term offered, but a course for course, credit for credit alignment Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

    a. Computer Science Transfer to UM (AS) AY2425
    Courses were updated to reflect the terms courses are offered. The Physics course that must be taken at Carroll College was moved, and additional course options were added to adjust credits. Tod moved to accept the Pathway: Computer Science Transfer to UM (AS) AY2425 as read, Philip seconded the motion. All in favor, none opposed, none abstained: motion carried.

    b. Criminology UM (AA) AY2425 PT – Deferred

    c. Cloud DevOps (AAS) AY2425
    Courses were updated to reflect the terms courses are offered. Missing ITS course was added. Keri moved to accept the Pathway: Cloud DevOps (AAS) AY2425 as read, Phillip seconded.

    d. Computer Science Transfer to UM (AS) AY2425 PT - Bundling of Part-time Motion above

    e. Computer Science Transfer to MSU (AS) AY2425
    Courses were updated to reflect the terms courses are offered. The Physics course that must be taken at Carroll College was moved, and additional course options were added to adjust credits. Tod moved to accept the Pathway: Computer Science Transfer to MSU (AS) AY2425, Della seconded the motion. All in favor, none opposed, none abstained: motion carried.

    f. Computer Science Transfer to MSU (AS) AY2425 PT - Bundling of Part-time Motion above

    g. Computer Science Transfer to MT Tech (AS) AY2425
    Courses were updated to reflect the terms courses are offered. The Physics course that must be taken at Carroll College was moved, and additional course

options were added to adjust credits. Tod moved to accept the Pathway: Computer Science Transfer to Montana Tech, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

h. **Computer Science Transfer to MT Tech (AS) AY2425 PT -** Bundling of Part-time Motion above

i. **Computer Science & Technology Gen Ed Core (CGS) AY2425**
Physics course was removed as core requirement and replaced with Chemistry 143. Phillip moved to approve the Pathway: Computer Science & Technology Gen Ed Core (CGS) AY2425 as amended, Keri seconded. All in favor, none opposed, none abstained: motion carried.

j. **Web Design (CTS) AY2425 -** Deferred

k. **ServiceNow Administration and Development (CTS) AY2425**
Placeholder course was updated and a notation was added that the Internet programming course is a dedicated section. Tod moved to accept the Pathway: ServiceNow Administration and Development (CTS) AY2425 as read, Keri seconded. All in favor, none opposed, none abstained: motion carried.

l. **Business Technology (AAS) AY2425**
No changes needed. Della moved to accept the Pathway: Business Technology (AAS) AY2425 as read, Tod seconded. All in favor, none opposed, none abstained: motion carried.

m. **Elementary Education Transfer to UM (AS) AY2425**
Notes were cleaned up to reflect when courses are offered. Keri moved to accept the Pathway: Elementary Education Transfer to UM (AS) AY2425 as read, Phillip seconded. All in favor, none opposed, none abstained: motion carried.

n. **Accounting Technology (AAS) AY2425**
Additional course options were added to Fall and Spring terms, and notes were cleaned up. Della moved to approve the Pathway: Accounting Technology (AA) AY2425 as read, Tod seconded. All in favor, none opposed, none abstained: motion carried.

o. **Bookkeeping (CAS) AY2425**
Additional course options were added to Fall and Spring terms, and notes were cleaned up to ensure pathway stacks with other offered pathways. Tod moved to accept the Pathway: Bookkeeping (CAS) AY2425 as read, Phillip seconded. All in

favor, none opposed, none abstained: motion carried.

p. **Bookkeeping (CAS) AY2425 PT –** Bundling of Part-time Motion above

q. **Accounting Transfer to Montana Tech (AAS) AY2425**
Additional course options were added to Fall and Spring terms, and notes were cleaned up. Tod moved to accept the Pathway: Accounting Transfer to Montana Tech (AAS) AY2425 as read, Amy seconded. All in favor, none opposed, none abstained: motion carried.

r. **Accounting Transfer to Montana Tech (AAS) AY2425 PT -** Bundling of Part-time Motion above

V. **Next Meeting:** Wednesday, February 14, 2024

VI. **Adjournment**
The meeting adjourned at 5:03 p.m. Bill moved to adjourn, Phillip seconded.