



ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

Friday, October 10, 2025

DON 122 and Teams: 1:45-2:45 p.m.

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:

☒ Phillip Sawatzki (Chair)
☐ Sandra Bauman
☐ Keri Jaynes
☒ Sarah Dellwo
☒ Wes Walker
☒ Laura Senn
☐ Sevda Raghbi
☒ Tod Dumas

☐ Stephanie Hunthausen
☒ Robyn Kiesling
☒ Amy Kong
☒ Bryon Steinwand
☐ Michaela Parker
☒ Dawn Anderson

Recorder: Kylie Carr

I. Call to Order

Phillip called the meeting to order at 1:52 p.m.

II. Review of Minutes from Friday, October 3, 2025

Laura moved to approve the minutes from 10/3/25, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

III. New Business:

A. **Curriculum Changes (Revisions) *NOTE:** [As stated in the last meeting, and Gen Ed Core Form that is approved, the revision of the course is also automatically approved.]

a. **GenEdCore NaturalSci BIOM250, Revision to BIOM250**

There are 4 credential outcomes for this course show that students understand and demonstrate methods used to gather, test, and interpret scientific data, basic principles that explain the natural world, solve quantitative problems, and use inductive and deductive scientific reasoning.

There are 3 justifications for the 11 outcomes total. The justifications show that students are understanding microbial growth, metabolism, and genetics is a basic principle of the natural world, measuring/quantifying cell numbers and understanding microbial growth rates, and have knowledge that microbial

metabolic/genetic characteristics and nutritional requirements for growth can be predictors for understanding disease dynamics/pathogenesis.

Amy made a motion to approve the Natural Science Form, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

b. GenEdCore NaturalSci PHSX220, Revision to PHSX220

There are 4 credential outcomes for this course show that students understand and demonstrate methods used to gather, test, and interpret scientific data, basic principles that explain the natural world, solve quantitative problems, and use inductive and deductive scientific reasoning.

There are 12 justifications for the 12 course outcomes. The justifications explain that students perform calculations involving vector quantities such as addition, subtraction, and components, explain Newton's three laws and their application in systems with and without friction, and use deductive reasoning to solve problems involving energy transfer and transformations.

Laura made a motion to approve the Natural Science Form, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

c. GenEdCore NaturalSci PHSX222, Revision to PHSX222

There are 4 credential outcomes for this course show that students understand and demonstrate methods used to gather, test, and interpret scientific data, basic principles that explain the natural world, solve quantitative problems, and use inductive and deductive scientific reasoning.

There are 8 justifications for the 8 course outcomes. The justifications explain that students explain fundamental concepts of electrostatics, calculate diffraction limits to determine resolution capabilities of optical systems, and apply theoretical concepts from lectures effectively in laboratory experiments.

Tod made a motion to approve the Natural Science Form, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

d. GenEdCore OralComm COMX111, Revision to COMX111

There are 4 credential outcomes for this course where students are analyzing and organizing information into concise, coherent oral statements and presentations. They also evaluate, analyze, and speak to the unique needs of specific audiences, create and compose questions that demonstrate active listening, and utilize college-level, ethical research techniques

There are 8 justifications for the 8 course outcomes. The justifications explain that students apply theoretical concepts to structure and present speeches effectively. Also, participating in critiques requires students to listen attentively, analyze what they hear, and formulate thoughtful questions, and they use

visual aids as tools that help clarify and organize information, making oral statements more concise, coherent, and understandable.

Tod made a motion to approve the Oral Communication Form, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

e. GenEdCore WrittenComm WRIT101, Revision to WRIT101

There are 7 credential outcomes for this course where students demonstrate mastery of engaging, clear, and coherent structures for presenting ideas in a variety of expository develop ideas logically, control the effect of voice in achieving specific communication purposes, understand and apply research skills, and exercise proficiency, confidence, and self-reliance in the application of academic activities.

There are 7 justifications for these 7 course outcomes. The justifications explain that critical reading supports analysis and synthesis, preparing students to integrate ideas into writing and conduct academic research and Supporting assertions requires logical development and ethical reasoning, tailored to audience and purpose.

Amy made a motion to approve the Written Communication Form, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

f. GenEdCore WrittenComm WRIT201, Revision to WRIT201

There are 7 credential outcomes for this course where students demonstrate mastery of engaging, clear, and coherent structures for presenting ideas in a variety of expository develop ideas logically, control the effect of voice in achieving specific communication purposes, understand and apply research skills, and exercise proficiency, confidence, and self-reliance in the application of academic activities.

There are 6 justifications for the 6 course outcomes. They explain that students develop ideas convincingly and ethically, controlling the effect of voice, and demonstrate mastery of argumentative models and understand and apply research skills, develop ideas ethically, and employ analysis and synthesis.

Laura made a motion to approve the Written Communication Form, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

g. GenEdCore WrittenComm WRIT121, Revision to WRIT121

There are 7 credential outcomes for this course where students demonstrate mastery of engaging, clear, and coherent structures for presenting ideas in a variety of expository develop ideas logically, control the effect of voice in achieving specific communication purposes, understand and apply research

skills, and exercise proficiency, confidence, and self-reliance in the application of academic activities.

There are 6 justifications for the 6 course outcomes. They explain that students can adapt their writing style and structure to suit various genres and audiences, develop ideas through structured planning and visual organization, and refine their work through deliberate and effective editing strategies.

Tod moved to approve the Written Communication Form, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

h. Revision to M105

The change made to this course is that the course outcomes were changed and this change will go into effect Spring Semester of 2026.

Amy made a motion to approve the course outcome updates with M105, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

B. Pathway Changes (Revisions)

a. Bundle

The changes made in the full-time pathway are the same as the part-time pathway. The committee wants to bundle the approvals of both pathways at the same time since the changes are the same.

Amy made a motion to approve, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

b. Media Arts Transfer to MSU (AA), & PT

Right now, there is a placeholder [ACTG101] since this is a new course not fully approved yet. The pathway is adding the new photography course [ARTZ284] that gives students an option in their spring semesters. This is the only change being made to the pathways.

Tod made a motion to approve both Media Arts Transfer Pathways to MSU, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

c. Media Arts Transfer to UM (AA), & PT

Right now, there is a placeholder [ACTG101] since this is a new course not been fully approved yet. The pathway is adding the new photography course [ARTZ284] that gives students an option in their spring semesters. The other change is that students now have the option to either take MART101 or MART112.



Tod made a motion to approve both Media Arts Transfer Pathways to UM, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

IV. Separating / Revising Fine Arts & Humanities Core Objectives

The Fine Arts & Humanities outcomes are now separated. Humanities and Fine Arts are different subjects and require different objectives. Fine Arts courses at Helena College include engagement in imaginative/creative expression. Though Humanities courses ask students to express themselves, that expression is more analytical and evaluative in nature. Additionally, Humanities courses necessitate exploration of primary sources within their historical context, which isn't always required of Fine Arts courses.

Amy made a motion to approve the separation of the Fine Arts & Humanities Objectives/Missions, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

V. Manual Updates/Questions

Phillip is continuing to make the revisions needed in this manual. Robyn is also going to help with the sections that Phillip needs help with.

VI. Old Business:

A. Database (Bryon S)

Reminder to send out the form for any new pathways that are made.

There was discussion around when all pathways should be done in the database so that the committee has time to review the changes and they go through all levels of approval. The final date for all of the pathways to be complete is November 30th.

Tod made a motion to approve of the deadline 11/30/25, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

VII. Adjournment

Amy made a motion to adjourn the meeting, Tod seconded the motion. The meeting was adjourned at 2:52 p.m.