



## ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

Friday, December 5, 2025

DON 123 and Teams: 1:45-2:45 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.*

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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

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### **I. Call to Order**

Phillip called the meeting to order at 1:53 p.m.

### **II. Review of Minutes from Friday, November 14, 2025**

Amy moved to approve the minutes from 11/14/25, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

### **III. Old Business:**

#### **A. Database (Bryon S)**

No updates.

#### **B. Manual [Robyn and Stephanie, have you done any updates?]**

Robyn and Stephanie will finish the final details over the break.

Tod moved to table the manual look over and final decisions until after the winter break, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

### **IV. New Business:**

**A. Curriculum Changes (Revisions) \*NOTE:** [As stated in the 10/3/25 meeting, any Gen Ed Core Form that is approved, the revision of the course is also automatically approved if that is the only revision to the course.]

**a. New Course: CSCI176**

This course will cover AI content and will replace another course that is going away and will be offered in the spring semester of 2027. Flathead Valley currently uses this course, so we are adopting some of the styles and outcomes from them, except for one outcome, making a total of 8.

Tod made a motion to approve the new course CSCI176, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**b. Revision to CSCI206**

Remove the outcome of ASP.NET because this is not a common practice needed anymore. Credits were shifted, but didn't need to be, so we changed them back to what they originally were.

Laura made a motion to approve the revisions to CSCI206, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

**c. Revision to CSCI211**

TypeScript is covered in the course now, so that was added to the outcomes. The pre-req of MART145 was taken off.

Tod made a motion to approve the revisions to CSCI211, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

**d. Revision to COSM202**

Duplicate by accident, Bryon deleted this.

**e. Revision to DST112**

Refining the outcomes because many of them were extensive [this one had 10 originally]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments.

Tod made a motion to approve the revisions to DST112, Wes seconded the motion. All in favor, none opposed, none abstained: motion carried.

**f. Revision to DST130**

Refining the outcomes because many of them were extensive [had 23 outcomes and are now down to 16]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments.

Tod made a motion to approve the revisions to DST130, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

**g. Revision to DST145**

Refining the outcomes because many of them were extensive [this had 14 outcomes and is now down to 4]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments.

Tod made a motion to approve the revisions to DST145, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**h. Revision to DST200**

Refining the outcomes because many of them were extensive [this had 14 outcomes and is now down to 4]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments. Amy made a motion to approve the revisions to DST200, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

**i. Revision to DST210**

Refining the outcomes because many of them were extensive [this went from 12 outcomes to 4]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments.

Amy made a motion to approve the revisions to DST210, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

**j. Revision to DST211**

Refining the outcomes because many of them were extensive [this went from 10 to 3]. This will go into effect next fall. This will help the new instructor for the next academic year, especially with assessments.

Tod made a motion to approve the revisions to DST211, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

**k. Revision to BGEN 105**

Updated the prerequisite requirements. Removed the accounting outcome because it is not being taught in this course and is not part of FLOC. It will go into effect spring of 2026.

Laura made a motion to approve the revisions to BGEN 105, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**l. Revision to ACTG 201**

Updating Pre-requisites by taking off MATH108T and ACTG102. Added MATH105 as a re-requisite.

Bryon moved to approve the revisions to ACTG201, Laura seconded the motion. All in favor, none opposed, none abstained: motion carried.

**m. Revision to BMGT210**

This will now be offered in the second semester, and the prerequisites have been updated. This was offered as a capstone course before, but it is not.

Tod moved to approve the revision changes to BMGT210, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

**n. New Course ACTG 250**

This new course is an accounting capstone course. This course will allow students to demonstrate their cumulative accounting knowledge.

Amy moved to approve the new course ACTG250, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

**o. New Course BGEN 299**

This new course is a capstone adding to the business degree pathway. It provides a way for students to demonstrate their cumulative knowledge from the program.

Amy moved to approve the new course BGEN299, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

**p. New Course BMIS 211**

This will replace the Excel course. This course is offered at the 4-year colleges, so it will help the students when transferring. This only has a prerequisite of math and is included in all of the accounting pathways. The outcomes for this course are FLOC.

Laura moved to approve the New Course BMIS 211, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**B. Pathway Changes**

Stephanie is asking to bundle the aviation pathways because they all have the same clean-up in each one.

Bryon moved to approve the bundle of the 3 aviation pathways, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**a. Airframe Aviation Maintenance Technology (CAS), Powerplant Aviation Maintenance Technology (CAS), and Aviation Maintenance Technology (AAS)**

The program got new course titles and credits. This clean-up happened last year, but the pathways were never updated from the placeholders [ACTG course]. No actual changes to the pathways.

Bryon moved to approve this cleanup in the 3 aviation pathways, Wes seconded the motion. All in favor, none opposed, none abstained: motion carried.

**b. Fire and Emergency Services (CAS)**

Tabled until next meeting due to time.

**c. Fire and Emergency Services (AS) PT**

The advising note was changed about EMT to state that it is offered in the spring. Another note was added that students have to purchase their own equipment in the program.

Laura made a motion to approve the changes to the Fire and Emergency Services (AS) PT pathway, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

**d. Fire and Emergency Services (AS)**

COMX 115 is now in the first semester, and AHMS 144 is now in the second semester. The advising notes were updated about EMT to encourage students to take this in their second year, since it is not required in the degree.

Tod moved to approve the changes to the AS pathway, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.



#### **V. Adjournment**

Amy motioned the adjourn the meeting, Phillip seconded the motion. The meeting was adjourned at 3:00 p.m.