



ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE

Minutes

Wednesday, January 28, 2026
DON 122 and Teams: 2:00-3:00 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 2:04 p.m.

II. Review of Minutes from Wednesday, January 14, 2026

Bryon moved to approve the minutes from 1/14/2026, Keri seconded the motion. All in favor, none opposed, none abstained: motion carried.

III. Old Business:

A. Database (Bryon S)

No updates to give at this time.

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. GenEdCore FineArts CRWR240 and Revision to CRWR240

All 4 of the credential outcomes are presented in the justifications, and the term was selected as Spring 2026. The only revision to this course is adding the form.

Keri moved to approve the GenEdCore FineArts form and the revision to CRWR240, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

b. GenEdCore SocialSci CJUS121 and Revision to CJUS121

All 5 of the credential outcomes are presented in the justifications for this course. The only revision to this course is adding the form.

Bryon moved to approve the GenEdCore SocialSci form and the revision to CJUS121, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

c. GenEdCore SocialSci PUBH101 and Revision to PUBH101

All of the 5 credential outcomes are presented in the justifications. The term was selected for Spring 2026, and the only revision to the course is adding the form.

Amy moved to approve the GenEdCore SocialSci form and the revision to PUBH101, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

d. Revision to SOCI211 [Forgot last meeting]

The term was selected for Spring 2026. The GenEd form was approved for this course in the last meeting, and this revision still needs to be moved forward. Automatically already approved.

e. GenEdCore SocialSci SOCI221 [Revision form was approved early]

All 5 of the credential outcomes are present in the justifications, and the term was selected.

Bryon moved to approve the GenEdCore SocialSci form and the revision to SOCI221, Keri seconded the motion. All in favor, none opposed, none abstained: motion carried.

f. GenEdCore SocialSci SOCI101 and Revision to SOCI101

All 5 of the credential outcomes are present in the justifications, and the term was selected.

Amy moved to approve the GenEdCore SocialSci form for SOCI101, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

g. GenEdCore SocialSci SOCI201 and Revision to SOCI201

All 5 of the credential outcomes are present in the justifications, and the term was selected. The only revision to this course is adding the GenEd core form. Tod moved to approve the GenEdCore SocialSci form and the revision to SOCI201, Wes seconded the motion. All in favor, none opposed, none abstained: motion carried.

h. GenEdCore Humanities LIT110 and Revision to LIT110

All 3 credential outcomes are presented in the justifications. The only revision to this course is adding the GenEd core form.

Amy moved to approve the GenEdCore Humanities form and the revision to LIT110, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

i. Revision to DDSN132

This was a clean-up project with Stephanie and Marika to clean up the pre-requisite and co-requisite requirements.

Keri moved to approve the revision to DDSN132, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

j. Revision to PSYX100

Nathan had made a Diversity Form for this course, and we were waiting on changes to that form. After reviewing that with Nathan, he mistakenly made the Diversity Form for this course, but it is not needed. That form was deleted and we can now move the revision of this course forward because the approval of the other GenEd core form has already made.

Keri moved to approve the revision to PSYX100, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

B. Clean up from Dean

The Dean sent back some courses because they did not have a term selected. Phillip proposed that he can make that small fix on his own outside of the meeting time to continue to review the pathways.

Keri approved of this proposal, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

a. GenEdCore Humanities LIT211, GenEdCore Humanities CRWR212, Revision to CRWR212, Revision to SOCI234, GenEdCore SocialSci SOCI234, GenEdCore SocialSci SOCI201, Honors SOCI234

C. Pathway Changes [NOTE: As stated in the 1/9/2026 meeting, all full-time and part-time pathways that have the same changes will be approved together for the rest of the academic year].

a. Entrepreneurship (CAS) AY2627 and PT

Added some math courses for transfer flexibility and cleaned up the order in which the courses are listed.

Keri moved to approve both the PT and CAS full-time pathways for Entrepreneurship, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

b. Accounting Technology (AAS) AY2627 and PT

Added some math courses for transfer flexibility and cleaned up the order in which the course was listed. The new BMIS 211 course was added in the third semester as a new course and ACTG 250 added in the fourth semester.

Amy moved to approve the full-time and part-time Accounting Technology AAS pathway, Keri seconded the motion. All in favor, none opposed, none abstained: motion carried.

c. Bookkeeping (CAS) AY2627 and PT

Added some math courses for transfer flexibility and cleaned up the order in which the course was listed. ACTG201 is replacing ACTG102 in the second semester.

Bryon made a motion to approve the Bookkeeping full-time CAS and part-time pathway, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

d. Business Technology (AAS) AY2627

Added some math courses for transfer flexibility and cleaned up the order in which the course was listed. ACTG 101 is a placeholder for the new course BGEN299 in the last semester.

Keri made a motion to approve the changes to the Business Technology AAS pathway, Tod seconded the motion. All in favor, none opposed, none abstained: motion carried.

e. Business Transfer to MT Tech (AAS) AY2627

Added some math courses for transfer flexibility and cleaned up the order in which the course was listed. ACTG 101 is a placeholder for the new course BGEN299 in the last semester.

Amy moved to approve the changes to the Business Transfer to MT Tech pathway, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

f. Generative AI Entrepreneurship (CC) AY2627

This is a new certificate for high school students, but not limited to them. This is 3 terms with a total of 15 credits, and can help students go further into any of our Business, Accounting, and Software Development AS or AAS pathways.

Tod moved to approve the new Generative AI CC pathway, Amy seconded the motion. All in favor, none opposed, none abstained: motion carried.

g. Software Development (AAS) AY2627 and PT

Getting rid of ITS165 and going to add CSCI176 in the second term for this pathway. This course will also be replaced in the part-time pathway, but not offered in the same term.

Tod moved to approve the changes made to the full-time and part-time Software Development AAS, Wes seconded the motion. All in favor, none opposed, none abstained: motion carried.

h. Accounting Transfer to MT Tech (AAS) AY262



Added some math courses for transfer flexibility and cleaned up the order in which the course was listed. ACTG 101 is a placeholder for the new course BGEN299 in the last semester.

Amy made a motion to approve the changes to the Accounting Transfer pathway to MT, Bryon seconded the motion. All in favor, none opposed, none abstained: motion carried.

V. Manual

Tabled until next meeting.

VI. Adjournment

Bryon motioned to adjourn the meeting, Amy seconded the motion. Meeting was adjourned at 3:00 p.m.