



Instructional Affairs Council Meeting

11/19/2021 1:00 PM - 2:30 PM

Location

Zoom

Participants

Samantha Latham (*Organizer*), Amy Latham, Angela Dortch, Audrie McCann, Carla Townsend, Carolyn Wiley, Daphne O'Neill, Don Jones, Dwayne Casey, Ebone Dukes, Ginger Robbins, JACOB MARSHALL, Jeff Triplett, Katie Broadway, Keith Reed, Leslie Legendre, Lori Philley, Matthew Domas, Melissa Wright, Michael Heindl, NOAH FRASER, Phillip Correro, Phyllis Johnson, Stacy W. Taylor, Stephanie Mullins

1. Call to order/Agenda Review

Dr. Matthew Domas

Meeting called to order 1:03pm.

4.2 Added "civil tech - elective update"

Decisions

- Dr. Domas motioned. No opposition. Motion passed

2. Approval of Minutes

Dr. Matthew Domas

Minutes approved with no amendments.

Decisions

- Dr. Wiley motioned. Dr. Jones, second. Motion passed.

Attachments

[IAC Meeting - 9_17_21 MINUTES \(1\).pdf](#)

3. Academic Instruction

Dr. Carolyn Wiley

3.1. Outline of New CSC 1123 course

NWCC will continue to allow Computer Concepts. Recommend that the requirement be switched to Computer Applications. Computer Concepts will still be allowed, but Computer Applications will be preferred.

Dr. Jones - Will BOT instructors be qualified to teach this course or will academic instructors be required?

Yes, this course will require an academic instructor w/masters or bachelors + 18 hours.

Daphne O'Neill - Will this replace Computer Concepts? No, it is *preferred* over Computer Concepts.

Dr. Domas - What type of student would an instructor put in 1113 over 1123?

Amy Latham - Students that are not transferring to a university or career tech programs for certificates.

Katie Broadway - CTE doesn't have any programs that require 1113.

Daphne O'Neill - Could we replace Computer Concepts later on?

Dr. Wiley - Yes, we could eventually make this the lowest available computer course offered.

Presi is an addition, canvas is addition, Google docs is an addition.

Carla Townsend - Typically advisors don't put students in 1123 because we need to have an override completed to add the course to their schedules. Amy Latham & Dr. Wiley - We will table this so that the pre-req information in the system can be changed.

Decisions

- Proposal tabled so that pre-req information in the system can be changed.

Attachments

[Outline of New CSC1123 Course.docx](#)

3.2. UCNS Course Description Changes

This proposal is not for any additions or changes. The attached excel sheet has listed all description changes for the 2022-2023 bulletin.

Dr. Domas - These were agreed upon by community college faculty and 4 year institution faculty across the state of Mississippi, to update descriptions.

Dr. Wiley to propose a motion to approve the course description changes.

Decisions

- Dr. Wiley motioned. Daphne O'Neill, second. Motion passed.

Attachments

[Various Com Sci, Math & Nat Sci course description changes.pdf](#), [UCNS Change Documentation.xlsx](#)

3.3. Mathematics General Ed. Requirement

Proposal for making Quantitative Reasoning equivalent to College Algebra. Note, at this time the pre-reqs. for both classes are the same.

This course can be used in place of college algebra for non-stem/Math pathways and programs, and transfers as the math requirement to many of the state IHLs for non-STEM majors.

Meets mathematics Gen-Ed requirements.

Amy Latham - We will need to look at placement info in Campus Key because changes of progression are needed.

Motion to approve the addition of MAT1753 to be used in place of college algebra starting Sp2022.

Amy Latham - Added: We are going to have issues starting this in Sp2022. College algebra is currently listed on most degree plans. Dr. Wiley - We are working to have this course listed as a substitution, in place of College Algebra.

All degree plans will be updated in Fall2022.

Decisions

- Dr. Wiley motioned. Phyllis Johnson, second. Motion passed.

Attachments

[Mathematics General Ed Requirement.docx](#)

3.4. Absence Appeal Policy

Amend the policy to include "NWCC recognized no excused absences."

Approve what is brought forward today, but amend to include the additional wording.

Decisions

- Dr. Wiley motioned. Dwayne Casey, second. Motion passed

3.5. "F" Grade Policy

A grade of "F" is recorded if the student has failed on the combined assessments through the semester as described in the course syllabus.

The change removed the requirement that the student must take the final exam or that grade of "F" is recorded if they do not take the exam. The grades in the courses should be sufficiently weighted so that the students must take the exam or their grade will be sufficiently penalized.

Decisions

- Dr. Wiley motioned. Melissa Wright, second. Motion Passed.

3.6. Humanities Course Approval for Nursing Pathway

Academic instruction recommending that this humanities course be approved for the nursing pathway.

Motion to place NUR2323 in bulletin as academic humanities course for nursing students only.
Angela Dortch - Can this be amended to be placed in bulletin for the current semester? Dr. Domas - Yes.

Decisions

- Dr. Wiley motioned. Stacy Taylor, second. Motion passed.

Attachments

3.7. MS Guide for AP Credit

Approve the AP Credit guide that has been amended by NWCC faculty.

Decisions

- Dr. Wiley motioned. Stacy Taylor, second. Motion passed.

Attachments

[MS Guide for Advanced Placement \(AP\) Credit.pdf](#)

4. Career-Technical Education

Mr. Dwayne Casey

4.1. National Credentials

Proposal to eliminate credentials for certain programs that are unnecessary.

Decisions

- Mr. Casey motioned. Daphne O'Neill, second. Motion passed.

Attachments

[National Certification spreadsheet for Certification Changes FA22-SP23.xlsx](#)

4.2. Civil Technology

Update to technical elective

Proposal to change the technical elective for the Civil Engineering Tech program. Computer Aided Design, in the Autocad class, having more knowledge and experience with Autocad, is more beneficial to the workplace and for future job opportunities than the fundamentals of GIS is at this time. Replace the technical elective and add the Computer Aided Design 2 class, CDT1322. Change is for Sp2022.

Dr. Domas - There are concerns with not being able to have this course approved through ECEC in time for a spring start. If necessary, will bring to Dr. Heindl to present to Executive committee for approval, without a meeting.

Katie Broadway - We have already put the Fundamentals of GIS class on the schedule for Spring22, in the event that this could not get approved.

Decisions

- Katie Broadway motioned. Daphne O'Neill, second. Motion Passed.

Attachments

[SKM_C224e14060120540.pdf](#)

5. School of Health Sciences

Dr. Stephanie Mullins

5.1. CVT 2414: Invasive Cardiology

An extra hour is needed for the lecture portion of this course. Proposed to be in place for Sp22. Allow students to be at a total of 16 credit hours for the Spring semester.

Will implementation for Spring be a good move for the program, with the current instructor issues?

Yes, it will benefit the students. Two hours of lecture will not get the students up to speed with SLO's.

Decisions

- Dr. Mullins motioned. Katie Broadway, second. Motion Passed.

Attachments

[2414 CVT.pdf](#)

5.2. CVT 2513: Critical Care Applications

2 hour lecture, total of 7 significant SLO's. Two SLO's not adequately covered as laid out. An additional hour is needed to benefit students. Will push current students from 14 to 16 credit hours.

Decisions

- Dr. Mullins motioned. Stacy Taylor, second. Motion Passed.

Attachments

[2513 Critical Care Applications.pdf](#)

5.3. HCA Evening/Weekend Program Expansion

Program Expansion to Desoto and Oxford campuses.

Expansion will help increase enrollment at Desoto and Oxford campuses starting Sp2022.

Decisions

- Dr. Mullins motioned. Melissa Wright, second. Motion passed.

Attachments

[HCA Evening-Weekend.pdf](#)

5.4. Surgical Tech. Program

Program Expansion to start Spring2022 @ the Desoto campus.

Approve the expansion of the Surg. Tech program, to assist with enrollment at the Desoto campus. Spring 2022 start for this cohort. Oxford currently starts each cohort in Fall.

Difference in plan. Summer basic and related surgical procedures moved from spring to summer. Advanced surgical procedures moved from summer to fall, which lightened the load.

Dr. Domas - Renovation is underway at Desoto, to add the program.

Typo: Surg Tech AAS, second semester - **summer hours should be 11 hours**, NOT 17.

Decisions

- Dr. Mullins motioned. Audrie McCann, second. Motion passed.

Attachments

[Surg. Tech. DC-Expan.pdf](#)

6. Other Business

6.1. "Masks Recommended" versus "Masks Required"

Dr. Matthew Domas

Dr. Domas asked for team members to give their opinions on recommending or requiring masks. Daphne O'Neill - I support masks recommended because it is a constant battle with students. Dr. Don Jones is in agreeance with Ms. O'Neill.

Dr. Wiley - Took this discussion to directors' meeting. Most instructors are in favor of "masks recommended".

Dr. Domas - Adding: Masks recommended does not mean an instructor cannot require masks in their classroom.

Lori Philley, Carla Townsend, & Audrie McCann - All support the change in policy to "masks recommended."

Stay Taylor- Would love for the masks to be recommended, but with Health Sciences if students are not protected and one gets sick, everyone needs to quarantine which causes issues with clinical hours.

Dr. Domas - We could possibly change the policy to masks recommended, but have the option to have masks requirements in classrooms where the instructor chooses to require the protection.

Daphne O'Neill - If the instructor chooses to require masks, they will need to be responsible to have disposable masks available for students who do not wear them elsewhere.

Decisions

- Dr. Domas will take this further to ECEC.

6.2. Informational: Google Career Certificate Info

Audrie McCann

ACE recommended.

Would this replace the CPAS exam? Could this be a partnership with NWCC?

Suggested for Audrie to research the advantages for students and what curricular changes are needed to continue with the possible addition.

Attachments

[Google Career Certificate Info.docx](#)

7. Adjournment

Dr. Carolyn Wiley

Meeting adjourned 2:50 pm