



Instructional Affairs Council Meeting

10/28/2022 1:30 PM - 2:30 PM

Location

<https://zoom.us/j/93912321161?pwd=eW1zTW...>

Participants

Whitney Wells (*Organizer*), Amy Latham, Andrew Dale (*Absent*), Angel Nickens, Angela Dortch (*Absent*), Audrie McCann (*Absent*), Carla Townsend, Carolyn Wiley, Daphne O'neill, Denise Willis, Don Jones, Dwayne Casey, Ebone Dukes, Emily Tucker, Jeff Horton (*Absent*), Katie Broadway, Keith Reed, Lekeisha Murry, Lori Philley, Matthew Domas, Melissa Wright (*Absent*), Michael Heindl (*Absent*), Phillip Correro, Stacy W. Taylor, Stephanie Mullins, Tonyalle Rush

1. Call to Order

Dr. Matthew Domas

Meeting called to order at 1:32pm.

2. Review of Agenda/Approval of Minutes

No changes to the agenda.

No changes to the minute.

Decisions

- Don Jones moved. Renee O'neil second. Agenda approved.
- Renee O'neil moved. Katie Broadway second. Minutes approved.

3. Announcements

Dr. Matthew Domas

- Rangers are 8-0 in the North division football. Game at Ranger Stadium.

- Women's Soccer tournament this Saturday at Ranger soccer field.
- State Championship Volley Ball game at 1pm in Coliseum.

4. Academic Instruction

Dr. Carolyn Wiley

4.1. Add BAD 2993-Data Literacy

- Motion to add Data Literacy as a business elective at NWCC.
- Course was added to UCNS (uniform course numbering system) about a year ago for MSU (MS State University) bachelor program of Data Science.
- It will also transfer as an elective to any of the business pathways at UM (University of MS) as a CSC course.
- Could be a good elective for all pathways.
- Consistent with ATD goals to increase digital literacy.
- Cross-listed with CSC 2993 and will be taught in the Business department.
- Will probably not be offered as both course listings during the same term.
- If both courses are approved, it would allow flexibility for which instructor teaches it.
- Adding this course would not affect the number of students in courses slightly related to it.
- CSC 2993 may be required for Management Information Systems students.
- CSC 2993 cannot take the place of Computer Applications courses.

Decisions

- Denise Willis motioned. Don Jones second. Motion passed.

Attachments

CSC2993 IAC Curriculum Request Form.pdf

4.2. Update for EGR Courses

- EGR 1221 and EGR 1211 are two intro to manufacturing courses approved by IAC in March to be created. The two courses were also approved by EC pending they be approved by Academic Officers.
- Academic Officers asked for EGR 1121 and EGR 1111 to be used instead because they already exist in UCNS.
- UM agrees but does want the EGR 1121 and EGR 1111 courses at NWCC to be one credit hour courses.
- Academic Officers changed EGR 1121 and EGR 1111 from three credit hour

courses to two credit hour courses in UCNS in order for NWCC to meet UM request.

- Motion to delete EGR 1221 and EGR 1211 then add EGR 1121 and EGR 1111 as one credit hour courses

Actions

- Confirm with Angela Dortch that EGR 1121 and EGR 1111 have been submitted to her.



Not set



Carolyn Wiley

Decisions

- Carolyn Wiley motioned. Angel Nickens second. Motion passed.

Attachments

EGR 1221 Course Deletion.pdf, EGR 1211 Course Deletion.pdf, EGR 1121 Course Addition.pdf, EGR 1111 Course Addition.pdf

4.3. Update Contact Hours for PHY Labs

- These PHY Labs are 2.5 contact hours, but instructors have not been utilizing 2.5 contact hours
- Astronomy labs contact hours would be changed from 2.5 to 2.
- Upper level engineering physics labs contact hours would be changed from 2.5 to 3.
- Students will have the necessary time for lab-specific work.
- This change will not affect the one credit hour for each of these labs.
- Can be implemented for either fall or spring (fall is recommended).

Decisions

- Carolyn Wiley motioned. Phillip Corroero second. Motion passed.

Attachments

Instructional Affairs Committee Approval Form PHY2421.pdf, Instructional Affairs Committee Approval Form PHY1111.pdf, Instructional Affairs Committee Approval Form PHY2521.pdf, Instructional Affairs Committee Approval Form PHY2511.pdf, Instructional Affairs Committee Approval Form PHY2411.pdf

4.4. Add Dual Enrollment Options for First Year Experience

- Concerning Dual Enrollment partnership with high schools.
- NWCC wants to add First Year Experience course to Dual Enrollment but high schools cannot transcript the course unless it is a three credit hour course. In addition, high school students take a College and Career Readiness course already, which course content overlaps First Year Experience by about 75%.
- Possible solution: allow high school students to take either Smart Start Pathways (academic course) or RST (a freshman orientation course). The content for both of these academic courses are similar to First Year Experience.
- Motion to add both Smart Start Pathways and RST to bulletin for Dual Enrollment students. As a result of students taking one of these courses, they will not need to take First Year Experience as an academic student at NWCC.
- Motion amended to add RST 1313 to bulletin for Dual Enrollment students. Also to table SSP 1003 pending further talks with Adult Education.

Actions



Speak with Adult Ed about clarification on SSP reporting aspect before adding to Dual Enrollment.



Not set



Katie Broadway

Decisions

- Carolyn Wiley motioned. Renee O'neill second. Motion passed.

Attachments

SSP 1003 Course Addition.pdf, RST 1313 Course Addition.pdf

4.5. Acceptance of Transfer Credit

- Motion to table this item again until Angela Dortch is present to offer her input.

Decisions

- Carolyn Wiley motioned. Stacy Taylor second. Motion passed.

Attachments

Change to Transfer Credit Policy in the Bulletin (1).docx

5. Career Technical Education

Mr. Dwayne Casey | Ms. Katie Broadway

5.1. Teacher Endorsement Credit Hours

- Agriculture Business and Animal Science program instructor has been asked by other educators if they could take some courses (18 credit hours) in order to get the endorsement on their teaching license to teach FFA (Future Farmers of America) programs at the high school level.
- Currently, Mississippi does not recognize a licensure exam for educators to get that endorsement on their license.
- Four hybrid, lecture-based courses (12 credit hours) have been identified as befitting for the FFA endorsement (two offered in the fall, two offered in the spring).
- NWCC would be offering the courses per usual and having the interested educators be added to existing sections.
- Motion to table course discussion for FFA teacher endorsement until further investigation is conducted and documentation can be provided.

Actions



Provide documentation concerning four courses and other details.



Not set



Katie Broadway

Decisions

- Katie Broadway motioned. Renee O'Neill second. Motion passed.

6. School of Health Sciences

Dr. Stephanie Mullins

6.1. Add FST 2273 Thanatochemistry

- FST 2273 is tailored more towards Funeral Services chemistry than CHE 1313 (Principles of Chemistry).
- Offered at several mortuary colleges and programs.
- Motion to add FST 2273 and require it for Funeral Services program. Specifically, to add FST 2273 as an on-ground course only at the DeSoto campus in a closed fashion for Ebone Dukes to add Funeral Services students as needed.

Decisions

- Ebone Dukes motioned. Melissa Wright second. Motion passed.
- Amy Latham will add it when it gets approved through Executive Council.

Attachments

FST 2273 Thanatochem.pdf

6.2. Remove CHE 1313

- CHE 1313 is not as beneficial to the specific needs of Funeral Services students and could be replaced with FST 2273 to provide a better program experience for NWCC Funeral Services students.
- Removing the CHE lecture and lab from Funeral Services pathway will not keep these students from meeting total required credit hours for the program.
- Motion to remove CHE 1313 and CHE 1311 from the Funeral Services program required coursework. These will be replaced with FST 2273.

Decisions

- Ebone Dukes motioned. Melissa Wright second. Motion passed.

Attachments

CHE 1313 1311 Course Deletion.pdf

7. Old Business/Other Discussion

Dr. Matthew Domas invites each participant to bring any information from their areas to share.

None

8. Adjournment

Meeting adjourned 2:37pm.