



# Instructional Affairs Council Meeting

1/26/2023 2:00 PM - 3:00 PM

## Location

<https://zoom.us/j/91958195287?pwd=b3VqV0...>

## Participants

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

## 1. Call to Order

*Dr. Matthew Domas*

Meeting called to order 2:00PM.

## 2. Review of Agenda

- Move Approval of Minutes to 8.
- Move Adjournment to 9.

## 3. Announcements

*Dr. Matthew Domas*

- We're up in enrollment in CTE, SHS and Academics (except eLearning)

## 4. VP of Instruction

*Dr. Matthew Domas*

#### **4.1. Cheating/Plagiarism Policy**

- There is inconsistency with how instructors are addressing cheating and plagiarism in the classroom; therefore, changes were made to the current policy for clear action.
- Motion 1 to add, "Additional notification should be made to the campus dean or dean of eLearning as applicable." to the end of second offense procedure.
- Motion 2 to change "Associate Degree Nursing Students should consult the Nursing Student Handbook" to "School of Health Science students should consult their program handbook" directly under the Cheating/Plagiarism Sanctions title.
- Motion 3 to accept as amended the Cheating/Plagiarism policy with included sanctions and procedure.

#### Decisions

- Matthew Domas motion. Carolyn Wiley second. Motion 1 approved.
- Stephanie Mullins motion. Stacy Taylor second. Motion 2 approved.
- Matthew Domas motion. Stephanie Mullins second. Motion 3 approved.

#### Attachments

Cheating Policy 2022 recommendation wiley edits casey edits (002).docx

### **5. AVP of Academic Instruction**

*Dr. Carolyn Wiley*

#### **5.1. Changing SPT Prefix for Communications Classes**

- These prefixes are already inline with Uniform Course Numbering System.
- Currently, speech courses for Fine Arts theater and communications courses for Humanities both have the prefix SPT.
- Changing prefix to the two communications courses (Public Speaking and Interpersonal Communication) in Humanities from SPT to COM in order to differentiate from Fine Arts.
- Also, the descriptions for these two course will be changed.
- These changes would begin Fall 2023.
- Motion to change SPT 1113 and SPT 2713 to COM 1113 and COM 2173, respectively.

#### Decisions

- Carolyn Wiley motion. Denise Willis second. Motion approved.

## Attachments

COM 1113 Prefix change.pdf, COM 2173 Prefix change.pdf

### 5.2. Changing SPT 1113 Requirement for Core Curriculum

- Unanimous support from the speech faculty
- Some academic students do not need Public Speaking I (COM 1113 from 5.1) courses for their university programs.
- For academic students NWCC will still require 9 semester hours of Humanities/Fine Arts, but Public Speaking I will not be a mandated course included in that 9 semester hours. Also, Interpersonal Communication (COM 2173 from 5.1) will be added to the list for core requirements. This allows students more flexibility to select Humanities/Fine Arts courses that would fit best with the programs they plan to transfer into.
- Additionally, technical students will be able to select Public Speaking I or Interpersonal Communication to fulfill their Oral Composition requirement. Currently, Public Speaking I is the only course offered for the Oral Composition requirement.
- This would allow for program changes, but does not require program changes. If a CTE or SHS program director still wants to require Public Speaking I for their specific program, they still could.
- These changes would begin Fall 2023; therefore, if current students would like the new options, they will need to go into the new catalog when selecting courses.
- Interpersonal Communication will be offered every semester.
- Motion to conduct proposed changes to the Humanities core requirements for Academic, CTE and SHS instruction.

## Decisions

- Carolyn Wiley motion. Dwayne Casey second. Motion approved.

## Attachments

Proposed Changes to Humanites Core v2.docx

### 5.3. Online Science Labs

- Informational only: science faculty have been closely reviewing the content quality of labs that are able to be offered online.
- NWCC currently offers non-majors labs online, but other community colleges as well as IHL's have moved to offering some majors labs online. Virtual

technology has grown to where NWCC is willing to consider the possibility of doing the same with specific circumstances.

- NWCC students will continue to be advised on selecting virtual or in-person labs based on their individual academic plans.
- Currently, NWCC does offer one online majors lab, but there may be more to come.

#### **5.4. Faculty Improvement Form**

- Informational only: this document is a means to clarify and record, for faculty members and their supervisors, the expectations and support available to them in order to provide guidance and professional growth for faculty. The completed document would be kept with that specific supervisor and not sent to HR.
- "rationale" will be updated in document.

#### **Attachments**

NWCC Faculty Plan of Improvement.docx

## **6. Dean School of Health Sciences**

*Dr. Stephanie Mullins*

### **6.1. Cardiovascular Technology Admission Requirements**

- Students admitted into the Funeral Service and Respiratory Therapy are required to either have an 18 ACT score or their ACT score can be waived if they have a bachelor's degree. Students admitted with the latter eligibility have successfully completed both of these programs; therefore, it seems appropriate to expand these same eligibility options to the Cardiovascular Technology program.
- Cardiovascular Technology already requires an 18 ACT score for eligibility.
- Motion to allow Cardiovascular Technology applicants with a bachelor's degree or greater to waive the ACT score if the academic courses required in the curriculum have been taken within the last seven years.

#### **Decisions**

- Stephanie Mullins motion. Angel Nickens second. Motion approved.

#### **Attachments**

Cardio tech requirement.pdf

## 6.2. Associate Degree Nursing Admission Requirements

- NWCC LPN program applicants require an 18 ACT and the norm across the state for ADN program applicants is an 18 ACT score.
- This is allowable by our accreditation body and no substantive change is needed.
- This change for applicants will not go into effect until Fall 2023 (August 1) for ease of administration, more consistency and less confusion for current applicants.
- Motion to change the current ADN program admission ACT score from 19 to 18.

### Decisions

- Stephanie Mullins motion. Emily Davis second. Motion approved.

### Attachments

ADN requirement.pdf

## 6.3. MAT 2323 Elective

- SHS students are needing a statistics course for their continued academic plans in research, etc.; however, MAT 2323 is currently not an approved elective for them (shows as out of degree).
- Statistics, College Algebra and Quantitative Reasoning all have the same prerequisites.
- Motion to add MAT 2323 Statistics as an option to count for core mathematics (along with College Algebra and Quantitative Reasoning) for SHS students, effective Spring 2023.

### Decisions

- Stephanie Mullins motion. Melissa Wright second. Motion approved.

### Attachments

MAT2323 elective.pdf

## 7. Old Business/Other discussion

*Dr. Matthew Domas*

## 8. Approval of Minutes

- IAC 11/11 minutes, last bullet point of 5.3: change "difficult um" to "difficulty in"

### Decisions

- Carolyn Wiley motion. Denise Willis second. Motion approved.
- Carolyn Wiley motion. Matthew Domas second. IAC 11/11 minutes with change approved.
- Carolyn Wiley motion. Renee O'Neil second. IAC 11/18 minutes approved.

### Attachments

IAC Meeting\_ Single Agenda Item - 11\_18\_22.pdf, Instructional Affairs Council Meeting - 11\_11\_22 (2).pdf

## 9. Adjournment

*Dr. Matthew Domas*

Meeting adjourned at 2:56PM.

### Decisions

- Renee O-Neil motion. Stephanie Mullins second. Meeting adjourned.