

CFC Meeting Agenda
Monday, September 20, 2021, 4 p.m.,
BTAC Forum Room & Zoom

Seid Adem
Allan Ayella
Carolyn Carlson
Amber
Dickenson
Karen Garrison
Kristen Grimmer
Lindsey Ibañez
Bruce Mactavish

Ashley Maxwell
Rebecca Meador
Michael McGuire
Justin Moss
Matt Nyquist
Michael O'Brien
Vince Rossi
Azyz Sharafy
Janet Sharp

Theodore Shonka
Bradley Siebert
Josh Smith
Cherry Steffen
Courtney
Sullivan
Nan Sun
Kai Xu

- I. Call to Order
Elect CFC Secretary
- II. *Approval of CFC Minutes, Monday, May 3, 2021
- III. Accept Division Reports – None submitted
- IV. Committee Reports – None submitted
- V. Old Business
- VI. New Business
 - A. *CFC Committee Chairs
- VII. Discussion
 - A. CAS student perception surveys
- VIII. Information Items
 - A. Update on curricular approval processes
- IX. Concerns
- X. Announcements
- XI. Adjourn

CFC Meeting Agenda Monday, May 3,
2021, 4 p.m., via Zoom

Seid Adem
Allan Ayella
Rick Barker
Amber Dickenson
Rachel Goossen
Danielle Head
Lindsey Ibañez
Rebecca Meador

Michael McGuire
Justin Moss
Matt Nyquist
Michael O'Brien
Sangyoub Park
Vince Rossi
Jim Schnoebelen
Azyz Sharafy

Janet Sharp
Theodore Shonka
Bradley Siebert
Josh Smith
Cherry Steffen
Courtney Sullivan
Loree Weir
Roy Wohl

- I. Call to Order--
-4:01pm

- II. Approval of CFC Minutes, Monday, April 5, 2021--Approved

- III. Division Reports
 - a. Humanities Division Minutes, January 20-28, 2021--Accepted
 - b. Social Science Division Minutes, April 23, 2021--Accepted

- IV. Committee Reports
 - a. CFC Curriculum Committee March 29, 2021--Approved
 - i. Packet includes courses in the order they are first referenced in the minutes:
MM 300, MM 311, MM 303, MM 424, MM 426, MM 432
 - b. CFC Curriculum Committee April 26, 2021--Approved
 - i. Packet includes courses in the order they are first referenced in the minutes:
MM 328, MM 415, MM 420, xx (MC) 399, xx (MC) 199, xx (MC) 395, ED 290, ED 322, ED 335

**MM415 and MM420 were courses not approved as reflected in the CFCCC minutes.

- V. Old Business
 - a. New Programs
 - i. Mass Media – new concentration in Sport and Event Media – Decision postponed until Fall 2021.
**Two of the courses, MM415 and MM420, were not approved. These decisions were in part a result of looking at what constitutes a revision to an old course versus a course that is changed in a way that makes it a new course.
**Whether or not the program should be able to go forward with required courses still not being approved was discussed.
**It was mentioned approving the program would allow for it to be advertised to new students.
**The program could be marketed as going under the approval process.
**A question was brought up about MM420, as the course shares some similarities with a Sports Management course. MM420 is more about publicizing an event while the Sports Management course has more to do with running an event.
**It was asked what repercussion might come about by approving a program that does not yet have approval of all its courses. This is a matter to discuss when the new Courseware software is brought onboard.

**A question came up about moving the new program forward using some of the old course names.

**A motion was made to postpone the vote until the fall. The motion passed.

VI. New Business

- a. Program deletion – Associate of Arts in Early Childhood Education--Approved
- b. Program revision – Bachelor of Education in Elementary Education--Approved
- c. Revised Minor in Jazz Studies--Approved
- d. Revised Minor in Music--Approved
- e. Committee assignments for 2021-2022

**Committee assignments are pending CAS approval in the fall.

**A question was brought up whether it should say proposed chair for each committee, as each committee should vote on the committee chair.

VII. Discussion

**Tenure and promotion changes in the fall because of updated changes resulting from COVID-19 and associated disruptions.

**Finalize revised student perception forms will also be considered in the fall.

VIII. Information Items

IX. Concerns

X. Announcements

** Graduation for 2021 graduates on May 8th.

** May 14th –Employee recognition

** Retirement reception for faculty staff from both 2020 and 2021

** Send video messages of thanks to Sue Taylor-Owens

** Grades are due May 19th

Meeting Adjourned at 4:37pm

PROPOSED College Faculty Council Subcommittee Assignments 2021-2022

Curriculum	Professional Development	Resources
Chair: Bruce Mactavish	Chair: Allan Ayella	Chair: Matthew Nyquist
Rebecca Meador (CPA)	Azyz Sharafy (CPA)	Kristen Grimmer (CPA)
Cherry Steffen (EDKN)	Karen Garrison (EDKN)	Matthew Nyquist (CPA)
Justin Moss (HUMDIV)	Bradley Siebert (HUMDIV)	Ted Shonka (CPA)
Kai Xu (HUMDIV)	Courtney Sullivan (HUMDIV)	Carolyn Carlson (EDKN)
Janet Sharp (NSD)	Allan Ayella (NSD)	Michael O'Brien (HUMDIV)
Josh Smith (NSD)	Vince Rossi (NSD)	Seid Adem (NSD)
Amber Dickinson (SOCSCI)	Lindsey Ibanez (SOCSCI)	Nan Sun (NSD)
Bruce Mactavish (SOCSCI)	Ashley Maxwell (SOCSCI)	Michael McGuire (SOCSCI)

Thank you for your service departing members:

Rick Barker
 Rachel Goossen
 Danielle Head
 Sangyoub Park
 Jim Schnoebelen
 Roy Wohl

DRAFT

Revising CAS Student Perception Surveys Fall 2021

Areas of Teaching Identified by VPAA's office for all surveys to include:

- Clarity of goals and expectations
- Preparation
- Organization
- Responsiveness
- Respect for students
- Inclusion
- Relevancy of assignments & exams
- Usefulness of feedback on assignments and exams
- Overall rating

SIR-II Questions that cover above areas

Course Organization and Planning

The instructor's explanation of course requirements

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

The instructor's preparation for each class period

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

The instructor's organization of course material

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

Faculty/Student Interaction

The instructor's helpfulness and responsiveness to students.

- (5) Very Effective
- (4) Effective

- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

The instructor's respect for students

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

The instructor's creation of an inclusive, welcoming classroom environment for students of diverse backgrounds. [Note: this question was not on SIR II]

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

Assignments, Exams, and Grading

The instructor's comments on assignments and exams

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

Course Outcomes

My learning increased in this course.

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

Overall Evaluation

Rate the quality of instruction as it contributed to your learning (try to set aside ideas about the course content)

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

Student Information

What is your class level?

- Freshman/1st year
- Sophomore/2nd year
- Junior/3rd year
- Senior/4th year
- Graduate
- Auditor
- Other

Student Comments

Please make additional comments about the course or instruction in the response box below.

Proposed Revised Questions—For Discussion

Course Organization and Planning

The learning goals for this course were clear to me.

- (5) Strongly Agree
- (4) Agree
- (3) Neutral
- (2) Disagree
- (1) Strongly disagree

The course material and activities (D2L site, assigned readings, presentations, etc.) helped me learn in this course.

- (5) Strongly Agree
- (4) Agree
- (3) Neutral
- (2) Disagree
- (1) Strongly disagree

The course presentations, materials, procedures, and deadlines were clearly organized.

- (5) Strongly Agree
- (4) Agree
- (3) Neutral
- (2) Disagree
- (1) Strongly disagree

In this course, I was encouraged to participate through class activities, projects, and/or assignments.

- (5) Strongly Agree
- (4) Agree
- (3) Neutral
- (2) Disagree
- (1) Strongly disagree

Faculty/Student Interaction

I regularly/frequently had the opportunity to ask questions about concepts and skills in this course.

- (5) Strongly Agree
- (4) Agree
- (3) Neutral
- (2) Disagree

(1) Strongly disagree

I was treated with respect in this course.

(5) Strongly Agree

(4) Agree

(3) Neutral

(2) Disagree

(1) Strongly disagree

Students of diverse backgrounds were welcomed and included in the classroom environment.

(5) Strongly Agree

(4) Agree

(3) Neutral

(2) Disagree

(1) Strongly disagree

Assignments, Exams, and Grading

I received feedback on my course work/assignments throughout the semester.

5) Strongly Agree

(4) Agree

(3) Neutral

(2) Disagree

(1) Strongly disagree

I received feedback on my course work/assignments that helped me learn.

(5) Strongly Agree

(4) Agree

(3) Neutral

(2) Disagree

(1) Strongly disagree

Course Outcomes

This course expanded my knowledge and skills in this subject matter.

(5) Strongly Agree

(4) Agree

(3) Neutral

(2) Disagree

(1) Strongly disagree

Overall Evaluation

Rate the quality of instruction as it contributed to your learning (try to set aside ideas about the course content)

- (5) Very Effective
- (4) Effective
- (3) Moderately Effective
- (2) Somewhat Ineffective
- (1) Ineffective

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Student Comments

If you would like to make additional comments about the course or instruction, please do so in the response box below.