



**ACADEMIC STANDARDS AND CURRICULUM REVIEW COMMITTEE**

Minutes

In-Person Meeting – 03/13/24 at 4:00 p.m.

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*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.*

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In attendance:

- John Hartman (Chair)
- Phillip Sawatzki (Vice Chair)
- ~~Sandra Bauman~~
- Della Dubbe
- Sarah Dellwo (ex officio)
- Deb Rapaport

- Stephanie Hunthausen (ex officio)
- Robyn Kiesling
- Tod Dumas
- Amy Kong
- Bryon Steinwand (ex officio)
- Bill Hallinan
- Keri Jaynes

Recorder: Paige M. Ferro

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**I. Call to Order**

John called the meeting to order at 4:08 p.m.

**II. Review of Minutes from March 13, 2024**

Tod moved to accept the minutes as read, Phillip seconded the motion. All in favor, none opposed, none abstained: motion carried.

**III. Old Business:**

- A. **Database (Bryon S)**  
None to report.

**IV. New Business:**

**A. Curriculum Changes**

**New Course: NRS291**

This course was brought back as a variable 1-3 credit course to allow students to qualify for full-time enrollment for financial aid and credit load purposes. Dell moved to accept this course as amended, Bill seconded. All in favor, none opposed, none abstained: motion carried.

**B. Pathway Changes**

- a. None currently ready for ASCR review



**C. Catalog (Sarah D. & John H.) (See Addendum 1)**

**α. Graduation Appeals Committee (revisited)**

**-Graduation appeals committee as a subcommittee of ASCR**

More work is required to flesh out this subcommittee, including duties and process language. Bill, John, Sarah, and Robyn will work to correct this language and will bring it back up for review by ASCR.

**V. Next Meeting:** Wednesday, April 24, 2024

**VI. Adjournment**

Tod moved to adjourn at 4:51 p.m. Keri seconded the motion.