

Kenai Peninsula College  
Academic Review Committee Minutes  
September 14, 2009

Chair Jane Fuerstenau called the meeting to order at 11:35 AM in room #203.

Members Present: (s)

(X) Fuerstenau, Jane (Chr.)	(X) Wallace, Bettie	(X) Martin, Paula
(X) Kipp, Bettina	(X) Blatchford, Shelly	(X) Yapuncich, Marion
(X) Kochis, Rich	(X) Partridge, Brian	(X) Houtz, Allen
(X) Kraxberger, Scott	( ) Taylor, Diane	(X) Siemers, Cheryl
( ) Timlin, Krista		

Visitors Present: Scott Downing and Carol Swartz (Via teleconference).

1. Approval of Agenda. Agenda approved by unanimous consent.
2. Approval of Minutes. (April 27, 2009). Minutes approved by unanimous consent.
3. CAR and Course Content Guide/Outline -- First Reading:
  - a. ED A582P – Specific Topic Title: Invasive Plant Curriculum for Educators. No syllabus was provided for this course and a CCG was presented in its place. After members looked over the CCG, it was suggested that submission of the syllabus for the next ARC meeting, “Current Alaska Teaching Certificate” should be added as a ‘Prerequisite.’ Shelly Blatchford moved, Scott Kraxberger seconded; motion unanimously approved to accept course for first reading only and return for second reading.
  - b. ED A590 – Specific Topic Title: Youth Digital Storytelling: Fundamentals of Video Biographies. Shelly Blatchford asked for an abbreviated title for this class, which will be “Youth Digital Storytelling.” A question was brought up regarding the ‘Grading Policy’ which stated it was ‘Letter Grade.’ Shelly volunteered to check to see if this could be a ‘Letter Grade’ or ‘P/NP’ course. Under XVII. – Academic Success and Support Services: Beings this is only a two day course, it was suggested that perhaps the last sentence regarding a letter to the instructor, should be changed or reworded. Scott Kraxberger moved, Shelly Blatchford seconded; motion unanimously approved to accept course with changes.
  - c. CWLA A259 – Specific Topic Title: Writers Afoot: Introduction to Creative Nonfiction. On The Selected Topic Form, under ‘Semester:’ Change ‘Spr 2009’ to ‘Spr 2010.’ Under Accounting Services – Amount: The \$5.00 fee listed under ‘Lab Fee’ should be moved to ‘Special Fee.’ On the SYLLABUS, under III. – The actual start and ending dates should be listed under ‘Spring 2010.’ VI. Course Description: Change the bold ‘F’ in the word ‘Focuses’ to non-bold. Shelly Blatchford moved, Scott Kraxberger seconded; motion unanimously approved to accept course with corrections.
4. CAR and Course Content Guide/Outline – Second Reading:
  - a. None
5. Special Discussion Items:
  - a. UAB member Marion Yapuncich commented on new UAB policies. Marion will be sending out a memo soon, regarding these new policies.

The meeting adjourned at 12:15 PM.

---

Jacque A. Hill (09/15/09)

---

cc: KPC Faculty and Staff; Jackie Marshall (Seward);  
John Allred – UAA Registrar

Complete Packet to: (Distribution Area; phone)

Fuerstenau, Jane (Chair; Admin; 385)  
Kraxberger, Scott (Ward; 354)  
Houtz, Allen (Ward; 363)  
Kipp, Bettina (Admin; 334)  
Wallace, Bettie (McLane; 379)  
Blatchford, Shelly (Admin; 311)  
Martin, Paula (Admin; 292)  
Partridge, Brian (KBC; 235-1604)  
Kochis, Rich (Ward; 369)

Yapuncich, Marion (McLane; 368)  
Siemers, Cheryl (McLane; 364)  
Swartz, Carol (KBB; 235-1656)  
Taylor, Diane (LSC; 328)  
Turner, Gary (Admin; 318)  
Hill, Jacque (Admin; 359)  
Timlin, Krista (Career Center; 337)