

Kenai Peninsula College
Academic Review Committee Minutes
October 26, 2009

Chair Jane Fuerstenau called the meeting to order at 11:40 AM in room #203.

Members Present: (s)

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

Visitors Present: Scott Downing

1. Approval of Agenda. Amended Agenda approved by unanimous consent.
2. Approval of Minutes. (October 12, 2009). Minutes approved by unanimous consent.
3. CAR and Course Content Guide/Outline -- First Reading:
 - a. **PETR A240 – Industrial Process Instrumentation III. CAR: 8. Type of Action:** ‘Registration Restrictions’ box needs checked. **13b. Coordination Email:** Paula Martin volunteered to email to the Faculty Listserv. **13c. Coordination with Library Liaison:** Allen Houtz will find the appropriate Liaison via the new Curriculum Handbook listing. **CCG: II. Course Information – I. – Course Pre-Requisites:** Delete ‘Industrial Process Instrumentation II’ and add ‘Or PETR A144.’ **V. Student Outcomes and Assessment Measures – (Assessment Measures):** Remove the ‘periods’ following each assessment listed. **IX. Bibliography – F:** Remove the ‘comma’ following ‘New York’ and delete ‘NY.’ **IX. Bibliography – G:** Remove the ‘comma’ following ‘Publishing’, delete ‘Inc.’, the ‘comma’ following ‘New York,’ and ‘NY.’ **IX. Bibliography – H:** Remove the ‘comma’ following ‘Publishing,’ delete ‘Inc.’, the ‘comma’ following ‘New York,’ and ‘NY.’ **IX. Bibliography – I:** Remove the ‘comma’ following ‘New York’ and delete ‘NY.’ Bettie Wallace moved, Scott Kraxberger seconded; motion unanimously approved to accept with corrections.
4. CAR and Course Content Guide/Outline – Second Reading:
 - a. None
5. Special Discussion Items:
 - a. None

The meeting adjourned at 11:58 AM.

Jacque A. Hill (10/26/09)

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

Complete Packet to: (Distribution Area; phone)

Fuerstenau, Jane (Chair; Admin; 20385)	Yapuncich, Marion (McLane; 20368)
Kraxberger, Scott (Ward; 20354)	Siemers, Cheryl (McLane; 20364)
Houtz, Allen (Ward; 20363)	Swartz, Carol (KBB; 235-1656)
Kipp, Bettina (Admin; 20334)	Timlin, Krista (Career Center; 20337)
Wallace, Bettie (McLane; 20379)	Turner, Gary (Admin; 20318)
Blatchford, Shelly (Admin; 20311)	Hill, Jacque (Admin; 20359)
Martin, Paula (Admin; 20292)	Kochis, Rich (Ward; 20369)
Partridge, Brian (KBC; 235-1604)	

