



## Curriculum Committee Minutes

May 9, 2017 – 2:00 p.m.

Building 19, Room 124

**Attendees:** Michael Bowman, Robert Carver, Lisa Colombini-Hyke, Myra Griffin, Michelle Hillesland (Chair), Wendy Joseph, Dean, Kelly, Kevin Kildun, Dean Kelly, Patricia Lange, Derek McFarland (ASG), Cindy Mowry, Melissa Siedlicki, Tanya Sorenson.

**Absent:** Doug Ammons, Trisha Autry, Michelle Barre, Lara Cooper, Cristeen Crouchet, Jim Gordon, Terry Heath, Denise Klug, Claire Korschinowski, Kelley Meeusen, LaRita Montgomery-Mandley, Don Souza, Mike Wheeler.

**Non-Voting:** Kristy Crosby, Lili Cutler, Hilda Santacruz.

**Guests:** Kristen Bate, Karina Calzada, Debbie Ewald, Kevin Kildun, Taylor McGovern, Dawn Schuler, McKenzie Williamson.

### 1. Call to Order

Dean Michelle Hillesland called the meeting to order at 2:02 p.m.

### 2. Safety Awareness

Michelle reviewed safety guidelines to follow in case of emergency.

### 3. Approval of Minutes

Minutes of the April 11, 2017 meeting were approved as written.

**MOTION TO APPROVE:** Robert Carver

**MOTION SECONDED:** Melissa Siedlicki

**MOTION CARRIED.**

### 4. Consent Agenda

- a) Computer Programming (new title)

CPW 116  
CPW 142  
CPW 203  
CPW 205

CPW 210  
CPW 213  
CPW 215  
CPW 217

CPW 218  
CPW 223  
CPW 240  
CPW 252

b) Medical Laboratory Technician 1

MLT 110	MLT 205	MLT 209
MLT 211	MLT 215	MLT 217
MLT 220	MLT 222	MLT 228
MLT 233	MLT 237	MLT 239

c) Human Services

HS 152	HS 241	HS 245
HS 255		

d) Automotive Technician & Ford MLR (AAT) –approval of new AAT degree made up of existing courses.

5. **New Business**

a) **Architectural Engineering Design**

<u>Course Number</u>	<u>Major</u>	<u>Minor</u>	<u>Comments</u>
ARC 144	✓		Replacing ARC 255 in certificate only.
ARC 255		✓	Remove course from certificate.
COLL 102		✓	Adding General Education to certificate.

Michael Bowman presented to the committee removing ARC 255 from the certificate and replacing it with ARC 144; also adding COLL 1102 required for degree (IPA will check if any social science will be accepted.) Certificate will increase from 44 to 61 credits.

**Handouts:** Summary of Course Revision, Scope and Sequence.

**Target Start:** Fall 2017

Minor revisions documented for record.

**Next Steps:**

- Update Scope and Sequence; send to Instruction Support Specialist.
- Post new course outline on consent agenda.
- SBCTC inventory revision will be done by Instruction Office.

b) **Registered Nursing**

c)

<u>Course Number</u>	<u>Major</u>	<u>Minor</u>	<u>Comments</u>
NURS 204	✓		Delete course from program.
NURS 205	✓		Replaces NURS 239.
NURS 239	✓		Delete course.
NURS 245		✓	Decrease lecture hours; increase lab hours. Credits stay the same.

NURS 248		✓	Decrease lecture hours; increase lab hours. Credits stay the same.
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Myra Griffin informed the committee the curriculum had to change because of the Nursing Commission.

**Handouts:** Summary of Course Revision, Scope and Sequence.

**Target Start:** Fall 2017

Minor revisions and archived courses documented for record.

**Next Steps:**

- Update Scope and Sequence; sent to Instruction Support Specialist by May 10.
- Obtain new course number from Enrollment Data Specialist.
- Post new course outline on consent agenda.

Vote to approve Scope and Sequence:

**MOTION TO APPROVE:** Cindy Mowry

**MOTION SECONDED:** Pat Lange

**MOTION CARRIED.**

**d) Developmental Education**

<u>Course Number</u>	<u>Major</u>	<u>Minor</u>	<u>Comments</u>
ENG 082	✓		Delete course.
ENG 091	✓		Replaces ENG 082
MAT 082	✓		Delete course.
MAT 088	✓		Delete course.
MAT 092	✓		Replaces MAT 082
MAT 093	✓		Replaces MAT 088
MAT 091	✓		Delete course.
MAT 094	✓		Replaces MAT 091

Tanya Sorenson presented changes made to match SBCTC requirements with new course numbers to be in 90s.

**Handouts:** Summary of Course Revisions.

**Target Start:** Summer 2017

Archived courses documented for record.

**Next Steps:**

- Post new course outlines on consent agenda.

**6. Continuing Business**

**a) Surgical Technology**

Kezia Clark introduced a revision to the Scope and Sequence to clarify general education requirements. Discussion ensued about how best to notate on the document.<sup>1</sup>

**7. Action Items** – Complete next steps for the following detailed in parenthesized minutes:

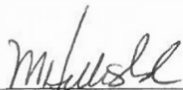
- Architectural Engineering Design (5/9/17) – post course outline on consent agenda for approval (ARC 144).
- Continuing Education Forklift (7/12/16) – approved; route for signature (WRKFR 338).
- Electrician Low Voltage Fire/Security (11/8/16) –route for signature (CNTED 104, CNTED 111).
- Developmental Education (5/9/17) – post course outlines on consent agenda for approval (ENG 91, MAT 92, MAT 93, MAT 94).
- Human Services (10/11/16) – obtain new course #s; post on consent agenda.
- Nursing (RN) (5/9/17) – post course outline on consent agenda for approval (NURS 205).

**8. Committee Reports – NONE**

**9. Good of the Order**

**10. Next Meeting/Adjournment**

The meeting was adjourned at 2:35 p.m.



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Michelle Hillesland, Committee Chair

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July 11, 2017

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Approval Date

<sup>1</sup> "Please check catalog for prerequisites" notated on S&S.