

**CURRICULUM COMMITTEE MEETING (Monday, July 18, 2022)**

Generated by Reba Pugliese on Tuesday, July 19, 2022

**Members present**

Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby, Debra Blanchard

**Administrator**

Todd Scott

**Guests**

Reba Pugliese, AnnMarie Sharp and Regina Pierce-Brown

**Meeting called to order at 12:30 PM**

## 1. OPENING ITEMS

Procedural: 1.02 ROLL CALL

## 2. ANNOUNCEMENT COURSE/REVISION DEVELOPERS MAY COMMENT OF EXPLAIN AGENDA ITEMS

Information: 2.01 Developers may comments or explain agenda items

## 3. PUBLIC COMMENTS TO ACTION ITEMS

Information: 3.01 PUBLIC COMMENTS RELATED TO ACTION AGENDA ITEMS

## 4. MINUTES

Action, Minutes: 4.01 Approval of the June 9, 2022 curriculum meeting minutes

Motion by Jacqueline Stahlke, second by Richard Cerreto to approve the June 9, 2022 meeting minutes

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 5. DISCUSSION ITEMS

Discussion: 5.01 None

## 6. ACTION ITEM

Action: 6.01 Course substitution for S. Cruz - BRE 139 for BRE 142 - Basic Business Real Estate

Motion by Jacqueline Stahlke, second by Patty Golder to approve course substitution for S. Cruz - BRE 139 for BRE 142 - Basic Business Real Estate

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 7. ACTION ITEMS - DEGREES

Action: 7.01 Business Administration AS-T - PLO only revision

Motion by Sandy Visser, second by Richard Cerreto to approve PLO only revision

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 7.02 Business Administration (10787) AS - PLO only revision

Motion by Richard Cerreto, second by Patty Golder to approve PLO only revision

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 8. ACTION ITEMS - CERTIFICATES

Action: 8.01 Restaurant Management (20547) - PLO revision

Motion by Richard Cerreto, second by Christina Shelby to approve PLO revision

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 9. ACTION ITEMS - Courses

Action: 9.01 ASL 138 Cooperative Education American Sign Language - new course

Motion by Richard Cerreto, second by Christina Shelby to approve new course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.02 BADM 103 Financial Accounting Fundamentals - Correspondence Education Addendum

Motion by Sandy Visser, second by Richard Cerreto to approve Correspondence Education Addendum

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.03 BRE 020 Real Estate Office Assistant - new noncredit course

Motion by Richard Cerreto, second by Patty Golder to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.04 BRE 025 Real Estate Transaction Coordinator - new noncredit course

Motion by Richard Cerreto, second by Patty Golder to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.05 BRE 030 Notary Public Examination Preparation - new noncredit course

Motion by Christina Shelby, second by Jacqueline Stahlke to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.06 BRE 031 Mobile Notary Public Career - new noncredit course

Motion by Patty Golder, second by Richard Cerreto to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.07 BRE 032 Notary Loan Signing Agent - new noncredit course

Motion by Richard Cerreto, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.08 BRE 045 Real Estate Investor Start-Up - new noncredit course

Motion by Christina Shelby, second by Patty Golder to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.09 BRE 050 Real Estate Examination Preparation - new noncredit course

Motion by Richard Cerreto, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.10 ECON 101 Principles of Economics: Macro - Correspondence Education Addendum

Motion by Richard Cerreto, second by Christina Shelby to approve Correspondence Education Addendum

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.11 EMS 054 Emergency Telecommunications Externship - new noncredit course

Motion by Richard Cerreto, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.12 ESL 010 Citizenship Preparation Level 1 - new course

Motion by Patty Golder, second by Jacqueline Stahlke to approve new course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.13 ESL 010.8 Writing/Grammar/Reading High Intermediate Level 4 - new course

Motion by Jacqueline Stahlke, second by Patty Golder to approve new course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.14 FIRE 10 Fire Fighter Skills Maintenance - course update

Motion by Richard Cerreto, second by Christina Shelby to approve course update: variable units, lab content

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.15 FIRE 51F Fire Control 3B - course update

Motion by Richard Cerreto, second by Christina Shelby to approve course update: course standards, SLOs

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.16 JOUR 111 Writing for Media - new course

Motion by Pamela James, second by Jacqueline Stahlke to approve new course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.17 KIN 162 Weight Training I - correspondence education addendum

Motion by Pamela James, second by Sandy Visser to approve course deactivation

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.18 KIN 184A Baseball - course reactivation

Motion by Christina Shelby, second by Richard Cerreto to approve course reactivation

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.19 SOC 101 Introduction to Sociology - correspondence education addendum

Motion by Jacqueline Stahlke, second by Patty Golder to approve correspondence education addendum

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.20 SOC 103 Introduction to Marriage and Family - correspondence education addendum

Motion by Jacqueline Stahlke, second by Christina Shelby to approve correspondence education addendum

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.21 SOC 107 Introduction to Race and Ethnicity - correspondence education addendum

Motion by Christina Shelby, second by Patty Golder to approve correspondence education addendum

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.22 WKPR 010 Personal Skills Assessment - new noncredit course

Motion by Pamela James, second by Richard Cerreto to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.23 WKPR 011 Personal Growth, Development and Wellness - new noncredit course

Motion by Richard Cerreto, second by Patty Golder to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.24 WKPR 012 Decision Making and Problem Solving in the Workforce -new noncredit course

Motion by Christina Shelby, second by Pamela James to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.25 WKPR 013 Career and Industry Landscape - new noncredit course

Motion by Patty Golder, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.26 WKPR 014 Communication Skills in the Workforce - new noncredit course

Motion by Patty Golder, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.27 WKPR 015 Academic Preparation for the Workforce - new noncredit course

Motion by Patty Golder, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.28 WKPR 016 Hiring Process and 21st Century Skills - new noncredit course

Motion by Richard Cerreto, second by Christina Shelby to approve new noncredit course

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 10. CONSENT AGENDA

Information: 10.01 Public Comment Announcement to Consent Agenda Items

Action (Consent): 10.02 ANTH 103F Archaeology Field Class - course deactivation

Resolution: to approve course deactivation

Motion by Patty Golder, second by Christina Shelby to approve course deactivation

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.03 BRE 020 Real Estate Office Assistant - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.04 BRE 025 Real Estate Transaction Coordinator - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.05 BRE 030 Notary Public Examination Preparation - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.06 BRE 031 Mobile Notary Public Career - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.07 BRE 032 Notary Loan Signing Agent - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.08 BRE 045 Real Estate Investor Start-Up - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.09 BRE 050 Real Estate Examination Preparation - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.10 CT 90 Introduction to Construction - class cap

Resolution: to approve class cap

Motion by Patty Golder, second by Christina Shelby to approve class cap

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.11 CT 91 Introduction to Construction - class cap

Resolution: to approve class cap

Motion by Patty Golder, second by Christina Shelby to approve class cap

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.12 EMS 054 Emergency Telecommunications Externship - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.13 ESL 010 Citizenship Preparation Level 1 - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

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Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

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Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.16 WKPR 011 Personal Growth, Development and Wellness - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.17 WKPR 012 Decision Making and Problem Solving in the Workforce - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.18 WKPR 013 Career and Industry Landscape - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.19 WKPR 014 Communication Skills in the Workforce - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.20 WKPR 015 Academic Preparation for the Workforce - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.21 WKPR 016 Hiring Process and 21st Century Skills - distance education

Resolution: to approve distance education

Motion by Patty Golder, second by Christina Shelby to approve distance education

Final Resolution: Motion Carries

Yea: Leslie Huiner, Patty Golder, Sandy Visser, Richard Cerreto, Pamela James, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 11. CURRICULUM COMMITTEE TRAINING

Information: 11.01 META issues

Information: 11.02 TBA

Meeting adjourned at 1:10 PM