

**CURRICULUM COMMITTEE MEETING (Thursday, October 13, 2022)***Generated by Reba Pugliese on Monday, October 17, 2022***Members present**

Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

**Administration**

Dr. Todd Scott

**Guests**

Reba Pugliese

**Meeting called to order at 2:45 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 comment or explain agenda items, if needed

## 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 September 22, 2022 curriculum meeting minutes

Motion by Patty Golder, second by Christa White to approve the September 22, 2022 meeting minutes

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 5. DISCUSSION ITEMS

Discussion: 5.01 None

## 6. ACTION ITEM

Action: 6.01 Course substitution for S. Carlos- PSYC 213 for PSYC 209 - Applied Developmental Psychology

Motion by Patty Golder, second by Sandy Visser to approve course substitution for L. Smith - PSYC 213 for PSYC 209 - Applied Developmental Psychology

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 6.02 Course substitution for S. Carlos- CMST 106 for PSYC 211 - Applied Developmental Psychology

Motion by Christina Shelby, second by Patty Golder to approve course substitution for S. Carlos- CMST 106 for PSYC 211 - Applied Developmental Psychology

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 6.03 Course substitution A. Castro-Ocampo - CMST 105 for PSYC 209 - Applied Developmental Psychology

Motion by Jacqueline Stahlke, second by Patty Golder to approve course substitution for A. Castro-Ocampo CMST 105 for PSYC 209 - Applied Developmental Psychology

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 6.04 Course substitution for A. Castro-Ocampo - CMST 106 for PSYC 211 - Applied Developmental Psychology

Motion by Patty Golder, second by Christina Shelby to approve course substitution for A. Castro-Ocampo - CMST 106 for PSYC 211 - Applied Developmental Psychology

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 6.05 Curriculum Handbook Revision 1st read  
to approve curriculum handbook revision - 1st read  
Motion by Christina Shelby, second by Patty Golder.

#### Discussion

It's first read there is no vote

Review the handbook to see if there is any comments or changes please email the curriculum chair.

Will be brought back to the October 27th for 2nd read

### 7. ACTION ITEMS - DEGREES

Action: 7.01 Fine Arts - AA Associate of Arts - degree update  
Motion by Christina Shelby, second by Patty Golder to approve degree update  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

#### Discussion

Lorena Dorn from counseling has been updating them.

She is now administration, Jackie will bring to the counseling team to see who will be updating them in the future.

### 8. ACTION ITEMS - CERTIFICATES

Action: 8.01 Ethnic Studies - General - New Certificate of Achievement  
Motion by Patty Golder, second by Sandy Visser to approve New Certificate of Achievement  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 8.02 Career Success - New Certificate of Completion (NC)  
Motion by Jacqueline Stahlke, second by Patty Golder to approve Community Mental Health - New Certificate of Completion (NC)  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 8.03 Career and Industry - New Certificate of Completion (NC)  
Motion by Christina Shelby, second by Patty Golder to approve New Certificate of Completion (NC)  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 8.04 Career Preparation - New Certificate of Completion (NC)  
Motion by Christina Shelby, second by Jacqueline Stahlke to approve New Certificate of Completion (NC)  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

### 9. ACTION ITEMS - Courses

Action: 9.01 BRE 010 Real Estate Career Exploration - new noncredit course  
Motion by Patty Golder, second by Sandy Visser to approve new noncredit course  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

#### Discussion

There was a last minute change of hours and grading

Action: 9.02 COSM 0111 Barbering Fundamentals - new noncredit course bundle #1  
Motion by Christina Shelby, second by Jacqueline Stahlke. to approve new noncredit course  
Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Motion by Patty Golder, second by Sandy Visser to bundle 9.03, 9.03, 9.04, 9.05, 9.06, 9.07, 9.08, 9.09, 9.10

Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Motion by Christina Shelby, second by Jacqueline Stahlke to approve bundle number 1

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.03 COSM 0112 Barbering Techniques and Hair Design Concepts - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.04 COSM 0113 Barbering Chemical Concepts - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.05 COSM 0114 The Business of Barbering and Skills Review - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.06 COSM 0115 Barbering State Board Preparation - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.07 COSM 0201 Manicuring Academy - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.08 COSM 0202 Esthetician Academy - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.09 COSM 0205 Barber Crossover - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.10 COSM 0206 Advanced Barber Crossover and Test Preparation - new noncredit course bundle #1

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.11 DVST 01 Language Analysis Developmental 01 - new noncredit course

Motion by Christina Shelby, second by Sandy Visser to approve new noncredit course

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.12 DVST 2 Language Analysis Development 2 - course update

Motion by Patty Golder, second by Christina Shelby to approve course update: changing to credit course, SLOs, methods of evaluation, textbook

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.13 DVST 04B Developmental Algebra - new noncredit course

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

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.14 ENGL 81 English 81 Academic Reading and Study Skills - course update

Motion by Patty Golder, second by Christina Shelby to approve course update: catalog description, course standards, methods of evaluation, textbook

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.15 FIRE 140A - Firefighter Physical Agility Exam Techniques - course update

Motion by Sandy Visser, second by Christina Shelby to approve course update: course standards, textbook

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.16 FIRE 61E - Firefighter Survival and Rapid Intervention Crew Operations - course update

Motion by Scott Jones, second by Sandy Visser to approve course update: units change, course content

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.17 FIRE 82C First Responder Operational Weapons of Mass Destruction - course update

Motion by Pamela James, second by Christina Shelby to approve course update: units, course standards, course content

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.18 FIRE 82D Hazardous Materials First Responder Operational Decontamination - course update

Motion by Pamela James, second by Jacqueline Stahlke to approve course update: unit change, SLOs, course standards

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.19 MNLO 010 Forklift Operator - new noncredit course bundle #2

Motion by Christa White, second by Christina Shelby to approve - new noncredit course

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Motion by Leslie Huiner, second by Christina Shelby to bundle 9.19, 9.20 and 9.21

Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Motion by Christa White, second by Christina Shelby to approve bundle number 2

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.20 MNLO 020 Forklift Operator Lab/Electric - new noncredit course bundle #2

Motion by Christa White, second by Christina Shelby to approve - new noncredit course

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 9.21 MNLO 030 Forklift Operator Lab/Internal Combustion - new noncredit course

Motion by Christa White, second by Christina Shelby to approve - new noncredit course

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 10. CONSENT AGENDA

Information: 10.01 Public Comment Announcement to Consent Agenda Items

Action (Consent): 10.02 BRE 010 Real Estate Career Exploration - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.03 COSM 0111 Barbering Fundamentals - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.04 COSM 0112 Barbering Techniques and Hair Design Concepts - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.05 COSM 0113 Barbering Chemical Concepts - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.06 COSM 0114 The Business of Barbering and Skills Review - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.07 COSM 0115 Barbering State Board Preparation - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.08 COSM 0201 Manicuring Academy - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.09 COSM 0202 Esthetician Academy - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.10 COSM 0205 Barber Crossover - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.11 COSM 0206 Advanced Barber Crossover and Test Preparation - distance education

Resolution: to approve distance education

Motion by Christina Shelby, second by Sandy Visser to approve distance education

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 10.12 CT 111A International Building Code I - class cap revision

Resolution: to approve class cap revision

Motion by Christina Shelby, second by Sandy Visser Resolution: to approve class cap revision

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 10.13 CT 111B International Building Code II - class cap revision

Resolution: to approve class cap revision

Motion by Christina Shelby, second by Sandy Visser Resolution: to approve class cap revision

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action: 10.14 CT 113 Uniform Plumbing Code - cap cap revision

Resolution: to approve class cap revision

Motion by Christina Shelby, second by Sandy Visser Resolution: to approve class cap revision

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.15 CT 122B Commercial Refrigeration - class cap revision

Resolution: to approve class cap revision

Motion by Christina Shelby, second by Sandy Visser Resolution: to approve class cap revision

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.16 CT 124 Plumbing - class cap revision

Resolution: to approve class cap revision

Motion by Christina Shelby, second by Sandy Visser to approve class cap revision

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.17 PSYC 211 Introduction to Learning and Behavior Analysis - course deactivation

Resolution: to approve course deactivation

Motion by Christina Shelby, second by Sandy Visser to approve course deactivation

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

Action (Consent): 10.18 SOC 102 Social Problems - correspondence education addendum

Resolution: to approve correspondence education addendum

Motion by Christina Shelby, second by Sandy Visser to approve correspondence education addendum

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Sandy Visser, Pamela James, Christa White, Jacqueline Stahlke, Lisa Harvey, Christina Shelby

## 11. CURRICULUM COMMITTEE TRAINING

Information: 11.01 META Issues

Information: 11.02 META

Discussion on when you are requesting a change it needs to be done in META and you can send a follow up email

Training on adding and deleting co-contributors and how to remove repeatability

Discussion on unit increments