

## CURRICULUM COMMITTEE

### Minutes June 10, 2013

The Curriculum Committee met on Thursday, May 2, 2013 at 12:00 p.m. in the Conference Room of Building 1. Dr. Crystal Ange, Jo Linda Cooper, Dell Enecks, Ben Morris, Camille Richardson, Megan Sommers, and Bryan Van Gyzen were present. Terri Van Sickle was absent and will be leaving the committee and college. Dell Enecks called the meeting to order and stated that Dr. Crystal Ange needed to say a few things before the items on the agenda were addressed.

I. Dr. Crystal Ange stated that she would be leaving at 12:30 for another meeting. She asked the committee to note that certificates should be completed in one semester. Diplomas also should be completed in one year or close to one year; they should be close to 36 hours.

#### II. Old Business

Dell Enecks stated that the portion of the 5-year report for SACS that we needed to address covers 4.2, 4.3, and 4.9. We can update 4.2 and 4.4 because they cover credit hours and not much has changed. We can use information from previous SACS documents as a guide when we work on our plan for writing in the fall. We will work on SACs after we finish the bulk of the work on curriculum.

#### III. New Business

##### *Business and Technology*

Ben Morris discussed the certificates that were sent back because of the prerequisites. Dr. Ange had covered why the certificates were not approved by senior staff; the prerequisites and length of time to complete were the major concerns. Ben Morris made a motion to send Debra Baker's items back to her for justifications of local prerequisites with documentation of corequisites and prerequisites as well as whether all the courses are necessary. Bryan Van Gyzen seconded the motion. The motion carried.

Ben Morris presented a proposal from Jay Anders to add a diploma for Accounting (D25100). There also needs to be CTE approval. Ben Morris made a motion to add a diploma for Accounting (D25100) and request CTE approval **effective Fall 2013**. Camille Richardson seconded the motion. The motion carried. (See attachment 1)

Ben Morris presented a proposal from Donna Dunn to add a diploma for Business Administration (D25129). There also needs to be CTE approval. Ben Morris made a motion to add a diploma for Business Administration (D25129) and request CTE approval **effective Fall 2013**. Megan Sommers seconded the motion. The motion carried. (See attachment 2)

Ben Morris presented a proposal from Mark Carawan to modify the Electrical Engineering Technology Associate Degree (A40180) by adding ELC- 122, Advanced Residential Wiring and deleting ELC-114, Industrial Wiring. Bryan Van Gyzen made a motion to add ELC-122, Advanced Residential Wiring and to delete ELC-114, Industrial Wiring from the Electrical Engineering Technology (A40180) curriculum **effective Fall 2013**. Ben Morris seconded the motion. The motion carried. (See attachment 3)

The next scheduled meeting is Monday, July 8, 2013.  
The meeting adjourned at 12:35 p.m.

Respectfully submitted

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Jo Linda Cooper, Secretary