



Curriculum Committee
August 11, 2020 – 2:00 PM
Zoom Meeting
Minutes

Voting Present: Celva Boon, Pearl DeSure, Michelle Hillesland, Chris Mahoney, LaRita Montgomery-Mandley, Brandon Rogers, Tracey Songao, Don Souza, Carolyn Van Beek

Voting Absent: Michelle Barre, Michael Bowman, Robert Carver, Lisa Colombini-Hyke, Cristeen Crouchet, Myra Griffin, Dean Kelly, Claire Korschinowski, Hannah Precour, Melissa Siedlicki, Mike Wheeler

Non-Voting: Chris DeLaney

Guests: Laurie Albrecht, Jenna Hand, Julie Lancour, Teresa Lundell, Cindy Mowry, Petra Perkins, Dawn Schuler, Annemarie Solbrack, Fung Tran

1. Call to Order

The meeting was called to order at 2:00 p.m.

2. Safety Awareness

Chris Mahoney reviewed the safety procedures to follow in case of an emergency.

3. Approval of Minutes

The minutes of the July 14, 2020 meeting were approved, as written.

MOTION TO APPROVE: LaRita Montgomery-Mandley

MOTION SECONDED: Don Souza

MOTION CARRIED

4. Consent Agenda

Makeup Artistry certificate (17 crs.)

CEMAK 110

CEMAK 115

CEMAK 120

CEMAK 125

CEMAK 130

CPR for Health Care Professionals

PTN 152

MOTION TO APPROVE: Don Souza

MOTION SECONDED: LaRita Montgomery-Mandley

MOTION CARRIED

5. New Business

Nursing Assistant – Fung Tran introduced a minor revision to NAC 108 that will add an additional 12 lab hours to the course. This will help prepare students for their clinical assignments.

Minor revision documented for record.

6. Continuing Business

Curriculum Documentation and Approval Handbook

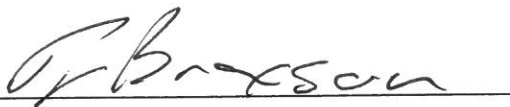
- Credits and Clock Hours – Chris Mahoney lead discussion regarding removing the fourth row of the Credits and Clock Hours table (p. 17) “Minimal Supervised Worksite” as it is never used.
- Grading Scale – Chris Mahoney, Cindy Mowry, and Brandon Rogers led discussion regarding revising the grading scale to be consistent with the college catalog (.e. change A- to 3.7 grade point and remove letter-grade column). Discussion ensued regarding transferability and whether to allow more stringent minimum grades for those programs wanting them. It was suggested that programs wanting more stringent minimum grades vet through Curriculum Committee.

The revised handbook with the discussed changes will be posted online. The topic remains open for further discussion as needed.

7. Good of the Order – none.

8. Next Meeting/Adjournment

The next regularly scheduled meeting will be held on October 13, 2020; delivery TBD. The meeting was adjourned at 2:57 p.m.



Dr. Thomas Broxson, Vice President for Instruction
Curriculum Committee Chair

October 13, 2020
Approval Date