



**Curriculum Committee**  
May 12, 2020 – 2:00 PM  
Zoom Meeting  
**Minutes**

**Attendees:** Michelle Barre, Celva Boon, Cristeen Crouchet, Myra Griffin, Dean Kelly, Claire Korschinowski, Chris Mahoney, Melissa Siedlicki, Don Souza, Carolyn Van Beek

**Absent:** Teresa Borchardt, Michael Bowman, Robert Carver, Lisa Colombini-Hyke, Tawny Dotson, Michelle Hillesland, LaRita Montgomery-Mandley, Hannah Precour, Tracy Songao, Mike Wheeler

**Non-Voting:** Kristy Crosby, Chris DeLaney, Roxanne Sou

**Guests:** Laurie Albrecht, Kristin Bate, Tom Chesnes, Dustin Cooper, Jenna Hand, Maurie Kerns, Julie Lancour, Jenna Pollock

**1) Call to Order**

Chris Mahoney called the meeting to order at 2:03 p.m.

**2) Safety Awareness**

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

**3) Approval of Minutes**

The February minutes were approved as written.

**MOTION TO APPROVE:** Dean Kelly

**MOTION SECONDED:** Don Souza

**MOTION CARRIED**

**4) New Business**

**Practical Nurse** – Myra Griffin introduced a minor revision required in order for the Nursing Commission to accept the Plan of Improvement to remove the NAC requirement for entry to the Practical Nurse program immediately. Students will still need to obtain and pay for the NAC or NAR certification in order to be in clinicals. The change will go into effect immediately. Minor revision documented for record.

**MOTION TO APPROVE:** Dean Kelly moved to remove the NAC certification requirement for entry to the PN program in accordance with the accrediting body's directive.

**MOTION SECONDED:** Claire Korschinowski  
**MOTION CARRIED**

**General Education Courses** – Chris Mahoney introduced minor revisions to ENGL& 101, MATH 103, and MATH 105 changing pre-requisites and learning outcomes. Minor revisions documented for record.

**Human Services/Chemical Dependency** – presenter not present; tabled for future meeting.

**Operations Management BAS** – Kristen Bate introduced new course OPM 495 that students may take in place of the individual Cornerstone course with instructor approval. The course will be built and submitted for approval at the next meeting.

**FSME** – Thomas Chesnes presented revisions to the short-term certificate which will serve as a new entry point to the program. The revised curriculum eliminates dated and unused skills, adds additional skills, and offers a more exploratory sequence to students. He hopes to introduce the revamped certificate summer quarter as an entry point to the program in the fall. Three of the four courses will be assigned new course numbers and reduce by one credit each. Total credits for the certificate will be reduced from 18 to 15.<sup>1</sup>

**Diversity Designation Policy** – Shareka Fortier and Chris Mahoney have been working on the policy and guidelines for new diversity designations for courses. The designation is intended to help students develop an understanding of the complexities of living in increasingly diverse societies. Degree programs will be required to include a minimum of 3 credits of courses with the diversity designation. Courses which would have the designation would be mainly be in the Social Sciences, Humanities, and the Arts.

## 5) Continuing Business

**Avionics Technician** – Dustin Cooper wants to revamp the certificate program. The curriculum rewrite will focus toward AET in line with current ASTM standards. Credits will increase from 42 to 44 for the 2-quarter certificate program. Dustin would like to roll out fall quarter. This will go to an electronic vote.

## 6) Consent Agenda

Avionics Technician was pulled from consent agenda for further discussion (see Continuing Business).

## 7) Good of the Order

None.

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<sup>1</sup> The FSME certificate was introduced at the February meeting, approved in March 10 e-vote, and approved by the SBCTC (3/24/20 inventory). No further action is required.

**8) Next Meeting/Adjournment**

The next regularly scheduled meeting will be held on June 9, 2020; location TBD. The meeting was adjourned at 3:01 p.m.



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Chris Mahoney, Interim Vice President for Instruction  
Curriculum Committee Chair

June 9, 2020

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Approval Date