

Minutes  
WCCC Curriculum Meeting  
(Emergency Meeting)  
1-24-2017

**Members Present:** Glen Hoff (Chair), David Miller (Vice Chair), Michael Carsten (WCCC-Transportation), Michael Carlton (WCCC-Machining Instructor), Dennis Tobin (TECI), Steve McGraw (WCCC-TECI) Lisa Driskell (Vice Chair Undergraduate Curriculum Committee)

**Ex-officio members present:** Kurt Haas (Designee for Academic Affairs), Laureen Cantwell (Library Representative), Maggie Bodyfelt (Registrar designee)

**Guest:** Christine Murphy (Director of Instruction), Wayne Smith (Culinary Arts Instructor)

**Recording Secretary:** Tammy Murray

Chair Glen Hoff called the meeting to order at 3:30 pm

**I. Old Business**

a. Minutes from 12/13/2016 meeting

- **Motion to approve the December 13, 2016 minutes David Miller, Seconded by Michael Carlton.**

No discussion.

- **Motion approved by all committee members.**

b. From WCCC Curriculum meeting 12/13/2017, the approved course additions for Visual Communications-MGDI, MGDI 100 Virtual Reality Production I, MGDI 200 Virtual Reality Production II, MGDI 270 Virtual Reality Production III, MGDI 274 Directing Virtual Reality, MGDI 275 Producing Indie Virtual Reality and MGDI 285 Virtual Reality Capstone are cancelled due to budget constraints.

- **Motion to delete all MGDI newly approved course additions by David Miller. Seconded by Lisa Driskell.**

- **All approved**

c. Medical Office Assistant tabled as no one was there to speak about it by Mike Carsten seconded by Mike Carlton

d. AAS Tech Integration-Network/Telecommunication Technician

a. Program deletion form was missing. Program deletion was added to forms.

- **Motion to approve the AAS Information and Communication Technology Program addition by David Michael Carsten. Seconded by David Miller.**

**Discussion:** Looked over the program sheet, made sure the forms reflected all the changes and corrections.

- **Motion approved by all committee members.**
- **Motion to un-table the Medical Office Assistant by Michael Carsten and seconded by David Miller.**
  - e. Program modification; Program/Petition Sheet AAS Medical Office Assistant
- **Motion to approve the corrections to the Medical Office Assistant Program sheet by Michael Carsten and seconded by Michael Carlton.**
- **Motion was approved by all committee members.**
  - f. Program modification; Program/Petition Sheet AAS Water Quality Management
- **Motion to approve the corrected Water Quality Management Program sheet by David Miller Seconded by Michael Carsten.**
- **Motion was approved by all committee members.**

## II. New Business

- **Motion to table CUAR by David Miller, Seconded by Dennis Tobin**
  - **Motion approved.**
    - g. Program deletion Technical Certificate: Manufacturing Supervision
  - **Motion to accept the Program Deletion for Technical Certificate: Manufacturing Supervision by Dennis Tobin, seconded by David Miller.**
- Discussion:** Chris Murphy discussed how this was a TAACCCT Grant program and we no longer have the TAACCCT Grant funding and no interest. This course was deactivated January 2015.
- **Motion was approved by all members.**
  - **Motion to un-table the Culinary Arts/baking Pastry by David Miller and seconded by Michael Carsten. All approved.**
    - h. Course Addition CUAR 220-Fundamentals of Healthy Baking

Wayne Smith explained the need for healthier diets in the culinary program and updating the existing programs to make them open to a wide range of students.
  - **Motion to approve the Course addition CUAR 220 Fundamentals of Healthy Cooking by David Miller. Seconded by Michael Carlton.**
  - **Motion carried by all.**
    - i. Course Deletion CUAR 100-Culinary Program Fundamentals

Wayne Smith stated the kitchen basics this program offered could be placed in other programs. It was boring to students and they were dropping culinary.
  - **Motion to approve the Course addition CUAR 220 Fundamentals of Healthy Cooking by David Miller. Seconded by Michael Carlton.**
- Discussion:** Maggie brought to our attention CUAR 100 is a prerequisite for CUAR 160-Cake Decorating. A modification form will need to be completed. Wayne will get that done.
- **Motion to approve the CUAR 100 Culinary Program Fundamentals with changes and to be sent to UCC by all committee members.**

- **Motion to accept the course modification CUAR 160-Cake Decorating to delete CUAR 100 as a course prerequisite by Michael Carsten. Seconded by David Miller.**
- **Motion accepted by all.**
  
- **Motion to accept the Program Modifications AAS Baking and Pastry: 1340, Technical Certificate: 1340 Baking and Pastry, new name Bakeshop Production, AAS Culinary Arts: 1350 and Technical Certificate Culinary Arts: 1351 new name Food Preparation by David Miller. Seconded by Dennis Tobin.**
- **Motion accepted by the committee.**
  
- **Motion to delete the Real Estate Broker Technical Certificate and courses REEB 201 and REEB 202 by David Miller. Seconded by Steve McGraw.**  
 Discussion: The Real estate program has been deactivated and it is just time to delete the program and courses related.
- **Motion to accept the deletion of the Technical Certificate Real Estate Broker and the Course deletions REEB 201-Real Estate Broker I and REEB 202-Real Estate Broker II by all committee members.**
- **Meeting Adjourned.**