MU|TECH

CMU Tech Curriculum Committee
Meeting Minutes
October 10, 2023
Building B Room 150

Members Present: Wayne Smith, Carolyn Ferreira-Lillo, Jason Roberson, Karrie Stanfill, Stephanie Stelljes, Andrew Scott

Members Absent:

Ex-Officio Members: Janel Davis, Maggie Bodyfelt, Christi Hein, Tracie Seurer, John Stewart, Lisa Bessette, Morgan Bridge

Recording Secretary: Carrie Moore

Chair Smith called the meeting to order at 3:34PM

I.   Announcements

A. None

II.   Unfinished Business

A. None

III.   Ex-Officio Reports

A. Associate Vice President of Academic Affairs for Assessment and Accreditation
   i.   A quick reminder that CIM closes December 22, 2023.

B. Registrar's Office
   i. Nothing to report.

C. Financial Aid John Stewart
   i. Nothing to report.

D. Librarian Seurer
   i. Nothing to report.

E. Catalog Description Reviewer Varner
   i. Nothing to report.

F. Essential Learning Andrew Scott
   i. Nothing to report.

II.   **Curriculum Proposals**
Please see page 3 for a summary of curriculum proposals with the Committee action for each proposal.

III.   **Information Items**

     A.   There were none.

IV.   **New Business**

     A.   With the name change of WCCC to CMU Tech, an update to the Policies and Procedures Manual for Faculty Senate Standing Committees was proposed. Chair Smith walked the Committee through the proposed changes. Jason Roberson moved, and Stephanie Stelljes seconded. Motion carried to approve the changes to this document.

     B.   Chair Smith asked for a subcommittee to review the CMU Tech Curriculum groupings in the Policies and Procedures Manual for Faculty Senate Standing Committees. With changes to programs, the groupings need reviewed. Stephanie Stelljes and Karrie Stanfill volunteered to work with Christi Hein on developing new groupings that are more representative of discipline areas as opposed to specific programs. The subcommittee will report their findings back to the CMU Tech Curriculum Committee for discussion.

Carolyn Ferreira-Lillo motioned to adjourn the meeting. With no objections from the committee, Chair Smith adjourned the meeting at 3:50pm.

Respectfully submitted by Carrie Moore, October 10, 2023.

CMU Tech Curriculum Committee Proposals October 10, 2023

Effective Term - Summer 2024			Courses
The following is a summary: Additional information can be found on the individual curriculum proposals.			
Title	**Credits**	**Committee Action**	**Motion | Second**
CRJW 210: Emergency Dispatching	**4**	**Course Inactivation - Approved**	**Roberson | Stelljes**
CMU Tech CC Discussion: In September of 2023, the head of POST Academy discussed inactivating this course with the Director of Instruction. It was agreed that since this course has never been offered it should be inactivated.			
Change Item Description		**Old**	**New**
Delete proposal: No differences to report			
CUAR 220: Fundamentals of Healthy Cooking	**3**	**Course Inactivation - Approved**	**Stanfill | Ferreira-Lillo**
CMU Tech CC Discussion: Culinary faculty met in September 2023 and agreed that all CUAR courses that are not currently offered and are not part of any degree or certificate should be inactivated. This course was designed to be open to any CMU student and initially was targeted towards Kinesiology majors. The intention was to make it part of a concentration for students working towards being a personal trainer, corporate wellness officer, or other positions where a working knowledge of healthful foods and their preparation would be useful. That effort never came to fruition, nor did a way for those students to fit this course in as an elective. This course has not been offered since 2021.			
Change Item Description		**Old**	**New**
Delete proposal: No differences to report			
CUAR 271: Techniques of Culinary Competition - Hot Food	**3**	**Course Inactivation - Approved**	**Stanfill | Ferreira-Lillo**
CMU Tech CC Discussion: Culinary faculty met in September 2023 and agreed that all CUAR courses that are not currently offered and are not part of any degree or certificate should be inactivated. This course was offered to allow students on a culinary competition team to earn credits for team practice. We do not currently have a competition team, not do we have elective credits in any of our degrees or certificates, so taking an extra class would be of no benefit to students.			
Change Item Description		**Old**	**New**
Delete proposal: No differences to report			
CUAR 271A: Advanced Techniques of Culinary Competition - Hot Food	**3**	**Course Inactivation - Approved**	**Stanfill | Ferreira-Lillo**

CMU Tech CC Discussion: Culinary faculty met in September 2023 and agreed that all CUAR courses that are not currently offered and are not part of any degree or certificate should be inactivated. This course was offered to allow students on a culinary competition team to earn credits for team practice. We do not currently have a competition team, nor do we have elective credits in any of our degrees or certificates, so taking an extra class would be of no benefit to students.

Change Item Description	Old	New
Delete proposal: No differences to report		

CUAR 272: Techniques of Culinary Competition - Cold Food	3	Course Inactivation - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: Culinary faculty met in September 2023 and agreed that all CUAR courses that are not currently offered and are not part of any degree or certificate should be inactivated. This course was offered to allow students on a culinary competition team to earn credits for team practice. We do not currently have a competition team, nor do we have elective credits in any of our degrees or certificates, so taking an extra class would be of no benefit to students.

Change Item Description	Old	New
Delete proposal: No differences to report		

CUAR 272A: Advanced Techniques of Culinary Competition - Cold Food	3	Course Inactivation - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: Culinary faculty met in September 2023 and agreed that all CUAR courses that are not currently offered and are not part of any degree or certificate should be inactivated. This course was offered to allow students on a culinary competition team to earn credits for team practice. We do not currently have a competition team, not do we have elective credits in any of our degrees or certificates, so taking an extra class would be of no benefit to students.

Change Item Description	Old	New
Delete proposal: No differences to report		

MAMT 110: Gauging and Measuring Tools	1	Course Inactivation - Approved	Roberson | Stanfill

CMU Tech CC Discussion: In September 2023, the head of the Manufacturing department discussed inactivating this course with the Director of Instruction. It was agreed since this course has not been taught for at least 10 years it should be inactivated. This course is not required for any certificates or degrees.

Change Item Description	Old	New
Delete proposal: No differences to report		

MAMT 135: Job Shop Machining I	3	Course Inactivation - Approved	Roberson | Stanfill

CMU Tech CC Discussion: In September 2023, the head of the Manufacturing department discussed inactivating this course with the Director of Instruction. It was agreed since this course has not been taught for at least 10 years it should be inactivated. This course is not required for any certificates or degrees.

Change Item Description	Old	New
Delete proposal: No differences to report		

MAMT 150: Introduction to Numerical Control	1	Course Inactivation - Approved	Roberson | Stanfill

CMU Tech CC Discussion: In September 2023, the head of the Manufacturing department discussed inactivating this course with the Director of Instruction. It was agreed since this course has not been taught for at least six years it should be inactivated. This course is not required for any certificates or degrees.

Change Item Description	Old	New
Delete proposal: No differences to report		

MAMT 250: Process Systems Technology	2	Course Inactivation - Approved	Roberson | Stanfill

CMU Tech CC Discussion: In September 2023, the head of the Manufacturing department discussed inactivating this course with the Director of Instruction. It was agreed since this course has never been taught it should be inactivated. This course is not required for any certificates or degrees.

Change Item Description	Old	New
Delete proposal: No differences to report		

MAMT 250L: Process Systems Technology Laboratory	2	Course Inactivation - Approved	Roberson | Stanfill

CMU Tech CC Discussion: In September 2023, the head of the Manufacturing department discussed inactivating this course with the Director of Instruction. It was agreed since this course has never been taught it should be inactivated. This course is not required for any certificates or degrees.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 105: Creative Development	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 120: Digital Design Tools	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 149: Digital Drawing	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 150: Previsualization	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 153: Beginning 3D Animation	3	Course Inactivation – Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 163: Audio Design	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	**Old**	**New**
Delete proposal: No differences to report		

MGDA 164: Digital Video Editing	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	**Old**	**New**
Delete proposal: No differences to report		

MGDA 196: Topics:	1-3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	**Old**	**New**
Delete proposal: No differences to report		

MGDA 225: 3D Character Design	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	**Old**	**New**
Delete proposal: No differences to report		

MGDA 229: Animation History	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 250: 3D Character Rigging	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 265: Digital Compositing	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 268: Freelancing for Creatives	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 270: Advanced 3D Animation	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 285: 3D Animation Capstone	3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

MGDA 296: Topics	1-3	Course Inactivation - Approved	Stelljes | Roberson

CMU Tech CC Discussion: This course was part of a program that is no longer offered. The course is not needed for any existing programs. MGDA courses were previously part of the Visual Communications-3D Animation Tech programs. AAS (1393) was deleted in Fall 2018 and Tech Cert (1150) was deleted in Fall 2019.

Change Item Description	Old	New
Delete proposal: No differences to report		

TSTA 245: Manual Drive Trains	4	Course Modification - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Addition of prerequisites to ensure students have base knowledge required to succeed and pass this course

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:		TSTC 100 and TSTC 101

TSTA 247: Automatic Drive Train Service	4	Course Modification - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method

TSTC 130: Electrical I | **2** | **Course Modification - Approved** | **Stanfill | Ferreira-Lillo**

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Added prerequisites to ensure students have base knowledge to succeed and pass the course.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:		TSTC 100 and TSTC 101

TSTC 160: Electrical II | **2** | **Course Modification - Approved** | **Stanfill | Ferreira-Lillo**

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Added prerequisites to ensure students have base knowledge required to succeed and pass the course.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:		TSTC 100, TSTC 101, and TSTC 130

TSTC 170: Chassis Fundamentals | **2** | **Course Modification - Approved** | **Stanfill | Ferreira-Lillo**

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Prerequisites added to ensure students have base knowledge to succeed and pass the course.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:		TSTC 100 and TSTC 101

TSTC 171: Brakes I | **2** | **Course Modification – Approved** | **Stanfill | Ferreira-Lillo**

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Added prerequisites to ensure students have base knowledge to succeed and pass course.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:		TSTC 100 and TSTC 101

TSTG 135: Starting and Charging Systems	2	Course Modification - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content. 3) Removed prerequisite for TSTC 160. TSTC 130 meets the needs for base knowledge required for students to succeed and pass the course.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Prerequisites:	TSTC 100, TSTC 101, TSTC 130, and TSTC 160	TSTC 100, TSTC 101, and TSTC 130

TSTG 175: Brakes II	2	Course Modification - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed instructional method from Lecture/Lab: Vocational/Technical to Mixed Instructional Method to better align with course content.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method

TSTG 270: Practical Applications	4	Course Modification - Approved	Stanfill | Ferreira-Lillo

CMU Tech CC Discussion: 1) Academic engagement minutes and student preparation minutes, typical semester offered, SLOs, and topical course outline were added (info was not transferred when CIM was implemented). 2) Changed to Instruction Activity from Laboratory: Academic/Clinical to Internship/Practicum to better align with course content.

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method