



**CMU Tech Curriculum Committee  
Meeting Minutes  
November 11, 2025  
Kayenta Hall 150, 3:30-5:00 pm**

**Members Present:** Jason Roberson, Carolyn Ferreira-Lillo, Karrie Stanfill, Sundial Hoffman, Stephanie Stelljes, and Olga Grisak

**Ex-officio members present:** Jeremy Hawkins, Kayla Kurelich, Robert Cackler, Janel Davis, Maygen Simm, Greg Baker, John Stewart, and Tracie Bradshaw

**Recording Secretary:** Lisa Bessette

Chair Roberson called the meeting to order at 3:30 pm.

**I. Announcements**

- A. CIM is now open. CIM will close on December 19, 2025, for all proposals. To ensure course changes are reflected for Spring registration (for Fall 2026 courses), the curriculum proposal must be approved at the December 2<sup>nd</sup> CMU Tech Curriculum Committee meeting. If you need courses to be available for Spring registration, please submit them by November 1<sup>st</sup> to ensure they are included on the December 2<sup>nd</sup> CMU Tech Curriculum Committee agenda.
- B. It is *strongly* recommended not to wait until the deadline day to submit proposals unless you are positive you have all affected courses and programs submitted. If any components are missing (for example, if a program is affected by a course change and requires a program modification), you will not be able to add them once CIM closes. Proposals with missing items will be rolled back and deferred to the next academic year.

**II. Ex-Officio Reports**

- A. Senior Associate Vice President
  - i. No update.
- B. Registrar's Office
  - i. Reiteration of the due dates for submission of curriculum proposals.
- C. Financial Aid
  - i. No update.
- D. Library
  - i. If you need any materials to support your curriculum, please email [tseurer@coloradomesa.edu](mailto:tseurer@coloradomesa.edu).
- E. Catalog Description Reviewer
  - i. No update.
- F. SLO Reviewer
  - i. Going forward, only SLOs that are changed or new will be reviewed by the SLO Reviewer to ensure a timelier progression through workflow. A deeper dive into



SLO review may take place in the Spring. You may also email Greg your SLOs prior to submitting your proposal to CIM: [SLOs@coloradomesa.edu](mailto:SLOs@coloradomesa.edu).

G. Essential Learning

- i. No update.

**III. Old Business**

- A. None.

**IV. Curriculum Proposals**

- A. Curriculum proposals begin on page 3.

**V. Information Items**

- A. None.

**VI. New Business**

- A. None.

Ferreira-Lillo motioned to adjourn and with no objections Chair Roberson adjourned the meeting at 3:45 pm.



**CMU Tech CC Proposals**  
**November 11, 2025**

Effective Term - Summer 2026		Programs	
The following is a summary: Additional information can be found on the individual curriculum proposals.			
Program	Degree	Committee Action	Motion   Second
1152: Digital Filmmaking: Animation Principles I	TCT	Program Modification - Approved	Stelljes   Stanfill
<b>CMU Tech CC Discussion:</b> 1.) Need to revise courses listed for assessment in SLO's to remove courses that are no longer part of the degree and replace them with new courses added to degree requirements. 2.) FILM115 (Cinema Design Tools) was removed and replaced with FILM164. Film 164 is more applicable to animation. 3.) Revised recommended course sequence, removing course FILM 115 and Adding FILM 164. FILM164 has moved to Animation Principles I to create a more comprehensive level I certificate and ease the workload previously found in Animation Principles II.			
<b>Change Item Description</b>		<b>Department Justification</b>	
List all proposed changes to the program:		1.) Revised courses listed in SLO's for assessment: removed FILM 115 from SLO #1 and added FILM 164 to SLO #4 . 2.) Revised the Program Specific Requirements to include: adding FILM 164 Animation Expression and removing FILM 115: Cinema Design Tools. 3.) Revised Suggested Course Plan to remove FILM 115 and add FILM164 to first year fall semester. Moved FILM164 from Digital Filmmaking: Animation Principles II to this certificate, Digital Filmmaking: Animation Principles I .	
1161: HVAC: HVAC Fundamentals	TCT	Program Modification - Approved	Hoffman   Stanfield
<b>CMU Tech CC Discussion:</b> 1.) Under Program Specific Requirements and Suggested Course Plan, and SLO program mapping section an option was added to submit current OSHA 10-hour certification for credit instead of taking HVAC 117. 2.) Note added to Institution Degree Requirements section.			
<b>Change Item Description</b>		<b>Department Justification</b>	
List all proposed changes to the program:		1.) The HVAC 117 course covers all the topics covered in OSHA 10-hour certification. 2.) Clarification for the instructor and student concerning OSHA 10 certification.	
: Patient Care Technician	TCT	Program Addition - Approved	Stelljes   Stanfill
<b>CMU Tech CC Discussion:</b> The Patient Care Technician (PCT) Certificate complements existing Nurse Aide and Medical Office Assistant programs by providing a bridge credential that connects entry-level patient care training with advanced allied health coursework. The certificate uses existing courses (NURA and MOAP) to create a seamless, efficient pathway for students to progress without duplication of learning or additional cost. This program strengthens CMU Tech’s Allied Health pathway by offering a clear route for high school students, current Nurse Aide students, and certified CNAs to expand their skills and employment potential while remaining within CMU’s established course structure. The Patient Care Technician (PCT) Certificate is a stackable credential designed to			

meet the needs of high school students, adult learners, current Certified Nurse Aides (CNA), and incumbent healthcare workers.

**Change Item Description**

**Department Justification**

New program proposal: no changes to report

**: Wildland Fire Management**

**TCT**

**Program Addition - Approved**

**Stelljes | Hoffman**

**CMU Tech CC Discussion:** The CMU Tech Wildland Fire Program has experienced significant growth in student enrollment numbers during the past few years. The total credit hours from 2022-2023 to the 2024-2025 year grew from 138 to 212 credit hours while the 2025 fall semester 2025 alone currently totals 166 student credit hours. The program also demonstrates a high success rate for students being placed in seasonal employment or acquiring internship positions with a variety of wildland fire agencies. CMU Tech would be the only institution in the state of Colorado offering the option of both a Certificate Program and/or an Associates of Applied Science in the field of wildland fire management.

**Change Item Description**

**Department Justification**

New program proposal: no changes to report

**Effective Term - Summer 2026**

**Courses**

The following is a summary: Additional information can be found on the individual curriculum proposals.

**Title**

**Credits**

**Committee Action**

**Motion | Second**

**ABUS 101: Budget Analysis**

**3**

**Course Inactivation - Approved**

**Ferreira-Lillo | Stanfill**

**CMU Tech CC Discussion:** This course needs to be inactivated. It is no longer needed for any certifications or degrees. The content for this course became outdated. Applied Business uses a different course (Microbusiness Money Management, ABUS210) that is more current with the goals of the Applied Business program.

**Change Item Description**

**Old**

**New**

Delete Proposal: No differences to report

**ABUS 145: Data Management**

**3**

**Course Inactivation - Approved**

**Ferreira-Lillo | Stanfill**

**CMU Tech CC Discussion:** This course needs to be inactivated. This course is no longer required for any certificates or degrees. This course has content that is covered in ABUS 258, Managing Office Technology II.

**Change Item Description**

**Old**

**New**

Delete Proposal: No differences to report

<b>MATH 108: Technical Mathematics</b>	<b>4</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Ferreira-Lillo</b>
<b>CMU Tech CC Discussion:</b> Academic engagement and student prep minutes, typical semester offered, SLOs, and Topical Course Outline were added (info was not transferred when CIM was implemented).			
<b>Change Item Description</b>		<b>Old</b>	<b>New</b>