



**CMU Tech Curriculum Committee  
Meeting Minutes  
December 2, 2025  
Kayenta Hall 150, 3:30-5:00 pm**

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

**Members Absent:** Olga Grisak

**Ex-officio members present:** Jeremy Hawkins, Kelly Reuss, 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 3:33 pm.

**I. Announcements**

- A. CIM will close on December 19, 2025, for all proposals.

**II. Ex-Officio Reports**

- A. Senior Associate Vice President
  - i. No update.
- B. Registrar's Office
  - i. No update.
- C. Financial Aid
  - i. No update.
- D. Library
  - i. No update.
- E. Catalog Description Reviewer
  - i. No update.
- F. SLO Reviewer
  - i. No update.
- 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 3:57 pm.



**CMU Tech CC Proposals  
December 2, 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
1300: Applied Business: Administrative Support	AAS	Program Modification - Approved	Hoffman   Stelljes
CMU Tech CC Discussion: Changes were made to align with the Curriculum Policies and Procedures Manual.			
Change Item Description		Department Justification	
List all proposed changes to the program:		Moved ABUS 102, ABUS 128, ABUS 156, ABUS 210, ABUS 257, BUGB 211, and MANG 201 from "Foundation Courses" to "Program-Specific Courses / Requirements". Adjusted total semester hours under Program Specific Degree Requirements section from 21 to 42 per the movement of these courses to this section.	
1302: Applied Business: Marketing Communications	AAS	Program Modification - Approved	Hoffman   Stelljes
CMU Tech CC Discussion: Changes were made to align with the Curriculum Policies and Procedures Manual.			
Change Item Description		Department Justification	
List all proposed changes to the program:		Moved ABUS 102, ABUS 128, ABUS 156, ABUS 210, ABUS 257, BUGB 211, and MANG 201 from "Foundation Courses" to "Program-Specific Courses / Requirements". Adjusted total semester hours under Program Specific Degree Requirements section from 21 to 42 per the movement of these courses to this section.	
1314: Fire Science Technology	AAS	Program Modification - Approved	Stelljes   Hoffman
CMU Tech CC Discussion: 1.) It has been determined that MATH 108 meets the needs for students in the Fire Science degree pathway. Similar programs at Red Rocks Community College and Aims Community College require Career Math for their degrees. 2.) The new course sequencing better aligns with the Fire Academy semester (semester 3).			
Change Item Description		Department Justification	
List all proposed changes to the program:		1. Changed math requirement: removed MATH 113 (or higher) and change to MATH 108 (or higher). 2. Made the following adjustments to course sequencing. <ul style="list-style-type: none"><li>• FSTR 105 moved from first year fall to first year spring</li><li>• FSTR 109 moved from first year fall to first year spring</li></ul>	

- Removed MATH 113 from first year Fall and replaced with MATH 108
- ENGL 111 moved from first year spring to first year fall
- Moved essential learning requirements from second year fall and spring to first year fall and spring
- FSTR 103 moved from first year spring to second year fall
- FSTR 151 moved from first year spring to second year spring
- FSTR 201 moved from first year spring to second year spring
- Choose one of the following option: ENGL 112, SPCH 101, SPCH 102 moved from second year spring to first year spring
- KINE 100 moved from second year spring to first year spring

<b>1340: Baking and Pastry</b>	<b>AAS</b>	<b>Program Modification - Approved</b>	<b>Hoffman   Ferreira-Lillo</b>
<b>CMU Tech CC Discussion:</b> Course sequencing is being modified to best support learning, align with traditional program activities, and balance lab and faculty scheduling.			
<b>Change Item Description</b>		<b>Department Justification</b>	
List all proposed changes to the program:		Change the recommended course sequencing: 1. Move CUAR 152 from 1st year spring to 2nd year fall. 2. Move CUAR 269 from 2nd year fall to 1st year spring.	
<b>1388: Heating, Ventilation, and Air Conditioning Technician</b>	<b>AAS</b>	<b>Program Modification - Approved</b>	<b>Stelljes   Stanfill</b>
<b>CMU Tech CC Discussion:</b> 1.) The HVAC 117 course covers all the topics covered in OSHA 10-hour certification. 2.) Clarification for the instructor and students concerning OSHA 10 certification.			
<b>Change Item Description</b>		<b>Department Justification</b>	
List all proposed changes to the program:		1. Under Program Specific Requirements and Suggested Course Plan, added an option to submit current OSHA 10-hour certification for credit instead of taking HVAC 117. 2. Note added to the Institutional Degree requirements section regarding the option to submit current OSHA 10-hour certification for credit instead of taking HVAC 117.	
<b>1391: Electric Lineworker</b>	<b>AAS</b>	<b>Program Modification - Approved</b>	<b>Hoffman   Stanfill</b>
<b>CMU Tech CC Discussion:</b> ABUS 101 is no longer being taught and therefore needs to be removed from the program. There are several other ABUS credits available for our students to take to satisfy this requirement.			
<b>Change Item Description</b>		<b>Department Justification</b>	
List all proposed changes to the program:		Remove ABUS 101 from the list of restricted electives for the lineworker program, it is no longer being taught.	

<b>1407: Fire Science Technology with NFPA Certifications</b>	<b>AAS</b>	<b>Program Modification - Tabled</b>	<b>Ferreira-Lillo   Hoffman</b>
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**CMU Tech CC Discussion:** This proposal was tabled until it can be clarified whether the certificates and the KINA course in the Suggested Course Plan are needed for this degree.

<b>Change Item Description</b>	<b>Department Justification</b>
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<b>: Sustainable Farm and Ranch Management</b>	<b>TCT</b>	<b>Program Addition - Approved</b>	<b>Stelljes   Hoffman</b>
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**CMU Tech CC Discussion:** Students will engage in farm visits, utilize planter boxes and raised beds, and work alongside partnering farms to apply classroom concepts directly in real-world settings. Academic rigor will come through coursework that challenges students to think critically, especially when navigating uncontrollable conditions that are common in agriculture. These scenarios will strengthen problem-solving skills, resilience, and adaptability. Practical application is central to the program, with students developing comprehensive business plans that not only address the mechanics of production but also encourage creativity in exploring profit ideas, funding opportunities, and innovative approaches to post-education career planning. Innovation and creativity will be fostered as students dream big, explore entrepreneurial ventures, and design solutions that balance sustainability, productivity, and profitability. Personal growth will be cultivated through cooperative education and internships, where students gain confidence, develop leadership skills, and build professional networks. By integrating academic challenges, hands-on practice, creative problem-solving, and career readiness, the program empowers students to grow intellectually, professionally, and personally.

<b>Change Item Description</b>	<b>Department Justification</b>
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New program proposal

### Effective Term - Summer 2026

### Courses

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

<b>Title</b>	<b>Credits</b>	<b>Committee Action</b>	<b>Motion   Second</b>
<b>AGRS 115: Fundamentals of Agriculture</b>	<b>3</b>	<b>Course Addition - Approved</b>	<b>Stanfill   Hoffman</b>

**CMU Tech CC Discussion:** It is becoming apparent that students interested in agriculture don't have a full understanding of all the specialties that fall under the umbrella of agriculture. This class will talk about basic concepts/terms, the different specialties, degrees needed for specific areas and post education planning.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
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New Proposal: No differences to report

<b>AGRS 118: Agriculture Facilities Management and Design</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Stanfill</b>
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**CMU Tech CC Discussion:** 1) Adapting the class to better fit the needs for both large scale production agriculture and urban farming needs. Renaming will also help with articulation and credibility. 2)

Updated course description. 3) 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>
Course name:	Farm Structures and Green Houses	Agriculture Facilities Management and Design
Course abbreviated schedule name:	Farm Structures/Green Houses	Facilities Management/Design
Course description for the catalog:	Safety, hand and power tool use, farm building planning and site location, concrete, farm building design and construction, and materials of construction. Greenhouse design, systems, management, and major greenhouse crops and their cultural needs.	Farm building site location and planning, concrete, farm building design/construction, and materials of construction. Greenhouse designs, systems, and approximate costs. Facilities management and design will take into account: waste management, fire prevention, and other preventative factors.

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<b>AGRS 142: Livestock Production Practices</b>	<b>3</b>	<b>Course Addition - Approved</b>	<b>Stanfill   Hoffman</b>
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**CMU Tech CC Discussion:** This class will add relevant information to students about livestock production that was not being offered in the livestock practicum course. With concepts on facility design, animal handling, feeding, breeding and marketing. This class provides students the opportunity to visit a variety of animal production facilities, view management practices, entrepreneurial activities and discuss with the instructor and other class members their observations and applications, as well as discover internship opportunities.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
New Proposal: No differences to report		

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<b>AGRS 220: Controlled Environment Agriculture (CEA) Practices</b>	<b>3</b>	<b>Course Addition - Approved</b>	<b>Stanfill   Hoffman</b>
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**CMU Tech CC Discussion:** AGRS 118, Farm Structures and Green Houses was taught as a heavy greenhouse class. With the adaptation of AGRS 118 for Agriculture Facilities Management and Design there is still a need for greenhouse and controlled environment growing classes. This class will allow students to explore all controlled environment growing practices. This also allows us to better educate and apply practical practices based on the facilities we currently have.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
New Proposal: No differences to report		

<b>CONC 218: Surveying</b>	<b>3</b>	<b>Course Inactivation - Approved</b>	<b>Ferreira-Lillo   Stelljes</b>
<b>CMU Tech CC Discussion:</b> CONC 218 is labeled "Surveying". This course was designed to purchase a parcel of land, clear it out, and place a structure on it. The surveying part of this course is minimal at best. It would only involve surveying for setbacks, easements, and property lines. Tom Sylvester teaches Surveying. His class involves surveying land, infrastructure, and state/county/municipal boundaries. CONC 218 also being labeled as surveying has caused some discrepancy with students that are in the Construction Management Programs taking a course they will not need. CONC 222: Site layout is much more suitable for their needs and much more fitting as a title for the program.			
<b>Change Item Description</b>		<b>Old</b>	<b>New</b>
Delete Proposal: No differences to report			
<b>CONC 222: Site Layout</b>	<b>3</b>	<b>Course Addition - Approved</b>	<b>Stanfill   Ferreira-Lillo</b>
<b>CMU Tech CC Discussion:</b> Surveying entails the civil construction done outside of property lines. This class was developed for primarily inside property lines and some utilities connecting to utility lines in the road. It focuses on topics such as easements, setbacks, property lines, building location, building design, best use of areas, and land building codes.			
<b>Change Item Description</b>		<b>Old</b>	<b>New</b>
New Proposal: No differences to report			
<b>CUAR 152: Individual Fancy Desserts Production</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stanfill</b>
<b>CMU Tech CC Discussion:</b> Added Fall as a semester typically offered - sequencing is being modified to best support learning, align with traditional program activities, and balance lab and faculty scheduling.			
<b>Change Item Description</b>		<b>Old</b>	<b>New</b>
Please indicate the semester(s) in which the course will typically be offered:		Spring	Fall Spring
<b>CUAR 236: Advanced Baking</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stanfill</b>
<b>CMU Tech CC Discussion:</b> Remove CUAR 145 as a prerequisite for this course and add CUAR 150, CUAR 151, CUAR 152, and CUAR 160 as prerequisites. CUAR 236 Advanced Baking is a capstone course in which students must demonstrate and advance knowledge from previous courses. The courses listed for prerequisites contain the most closely related skills and knowledge. Since CUAR 145 is already a prerequisite for CUAR 150, etc. it is irrelevant as a prerequisite for this course.			
<b>Change Item Description</b>		<b>Old</b>	<b>New</b>
Prerequisites:		CUAR 145	CUAR 150, CUAR 151, CUAR 152, and CUAR 160 (may be taken concurrently)
<b>CUAR 269: Dietary Baking</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stanfill</b>
<b>CMU Tech CC Discussion:</b> 1) CUAR 145 and CUAR 156 are being removed as prerequisites and CUAR 150 and CUAR 151 are being added as prerequisites to this course. CUAR 156 Nutrition for the			

Hospitality Professional contains related subject matter to this course (allergens, nutritional needs, etc.) but it is not necessary to have that information to modify ingredients and procedures in baking. CUAR 150 Decorating and Presentation and CUAR 151 Intermediate Breads need to be taken before CUAR 269 Dietary Baking so students have foundational knowledge and skills of how to make a variety of baked goods following traditional methods. CUAR 150 and CUAR 151 already list CUAR 145 as a prerequisite, so CUAR 145 does not need to be listed here as a prerequisite. 2) Changed Semesters Offered from Fall to Spring, to accurately reflect when the course is being taught.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
Prerequisites:	CUAR 145 and CUAR 156	CUAR 150 and CUAR 151 (may be taken concurrently)

	<b>Old</b>	<b>New</b>
Please indicate the semester(s) in which the course will typically be offered:	Fall	Spring

<b>CUAR 281: Internship</b>	<b>1-6</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stanfill</b>
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**CMU Tech CC Discussion:** Updating information that was not included when course was migrated into CIM, including semesters offered, academic engagement minutes, student prep minutes, repeatability, course outline, and student learning outcomes.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
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<b>FSWM 116: Fire Prevention Education I</b>	<b>3</b>	<b>Course Addition - Approved</b>	<b>Hoffman   Stanfill</b>
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**CMU Tech CC Discussion:** Course designed to enhance skills and knowledge of fire prevention, education and mitigation practices. The addition of this course is in direct alignment with the increased focus and priorities of wild land fire agencies today.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
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New Proposal: No differences to report

<b>MAMT 240: Job Shop Machining II</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Hoffman</b>
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**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) MAMT 115 has been added as a prerequisite because it is a foundational knowledge course (Level 1). In order for the student to take full advantage of the training offered during this course they must have a basic skill set to utilize the machinery required for product development. 3) Changed type of instructional activity to "Mixed Instructional Method" to better reflect how the course is being taught.

<b>Change Item Description</b>	<b>Old</b>	<b>New</b>
Type of Instructional Activity:	Laboratory: Academic/Clinical	Mixed Instructional Method

Prerequisites:	MAMT 115
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<b>MATH 107: Career Math</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stanfill</b>
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**CMU Tech CC Discussion:** 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>
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<b>MOAP 138: Medical Assisting Laboratory Skills</b>	<b>4</b>	<b>Course Modification - Approved</b>	<b>Hoffman   Stelljes</b>
<b>CMU Tech CC Discussion:</b> Added a student learning outcome. This addition aligns MOAP 138 with national Patient Care Technician (PCT) certification standards. No changes were made to course credits, content hours, or delivery methods.			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	
<b>PHTE 114: Computer Skills for Pharmacy Technicians</b>	<b>1</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Hoffman</b>
<b>CMU Tech CC Discussion:</b> Due to Mesa County Valley School District 51's decision to use Fridays as early release days for high school students, I was required to make changes to courses to reflect the fact that students would not be attending classes on Friday. PHTE 114 is a class that needs to be moved from Fall semester to Spring semester to accommodate this change.			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	
Please indicate the semester(s) in which the course will typically be offered:	Fall	Spring	
<b>PHTE 119: Community Pharmacy</b>	<b>3</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Hoffman</b>
<b>CMU Tech CC Discussion:</b> The SLOs reflecting any kind of compounding need to be removed, as it is no longer standard to perform any compounding in the community pharmacy setting. Removed the following SLOs to accurately reflect current standards of practice: -Define the term compounding, describe common situations in which compounding is required, and identify examples of non-sterile compounding. -Demonstrate compounding practices in pharmacy.			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	
<b>PHTE 235: Calculations and Compounding Techniques</b>	<b>4</b>	<b>Course Modification - Approved</b>	<b>Stelljes   Hoffman</b>
<b>CMU Tech CC Discussion:</b> Two of the course SLOs need to be edited to accurately reflect course content: 1) SLO, "Demonstrate the proper technique for weighing pharmaceutical ingredients, measuring liquid volumes, and compounding non-sterile preparations." Added the word "sterile" to "compounding non-sterile preparations". 2) SLO, "Practice effective infection control procedures, including prevention of blood borne and airborne diseases." Changed the verbiage regarding the infection control procedures, as blood borne pathogens and airborne diseases are not applicable in this course. Replaced that verbiage with the word, "sterility" instead.			
<b>Change Item Description</b>	<b>Old</b>	<b>New</b>	