

Minutes  
WCCC Curriculum Meeting  
2-14-2017

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

**Ex-officio members present:** Kurt Haas (Designee for Academic Affairs), Lisa Driskell (Vice Chair of UCC), Lauren Cantwell (Library Representative), Maggie Bodyfelt (Registrar designee)

**Guest:** Christine Murphy (Director of Instruction), John McLaughlin (Construction Electrical Instructor), Patton Massengill (GOALS Advisor)

**Recording Secretary:** Tammy Murray

Chair Glen Hoff called the meeting to order at 3:32 pm

**I. Old Business**

- a. Minutes from 1/24/2017 meeting
- b. OFAD 291 teach out date Fall 2018 noted

- **Motion to approve the old business, Michael Carsten, Seconded by David Miller.**

No discussion.

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

John McLaughlin explained that the present Construction Electrical Program needed modified. The changes he is proposing will enable the students to start with the basics and progress from there. The course now is too hard and the electrician board members were wanting students to come out of the program with more of the basics to be work ready.

- **Motion to approve Course Additions ELCE 102-Electrical Blueprint Reading, ELCE 150-D/C Circuit Fundamentals, ELCE 167 Electrical Maintenance, ELCE 220-Industrial Controls, ELCE 222-Instrumentation and Process, ELCE 225 Introduction to PLS's, ELCE 229-A/C & D/C Variable Speed Drive and ELCE 263-Specific Wiring for Structured Cabling Systems **by David Miller. Seconded by Michael Carsten.****

**Discussion:** Course descriptions need corrections

- **All approved**
- **Motion to approve the Course Deletion ELCE 217-Electrical Estimations. Costing by David Miller. Seconded by Dennis Tobin.**

**Discussion:** The deleted course will still be offered in other courses.

- **All Approved**

Chris Murphy asked if we could table the SURV Course additions and program additions at this time.  
**Motion to table by David Miller. Seconded by Michael Carsten.**

- **All in approved.**
- **Motion approved the Course Modifications** name changes, ELCE 110-Electrical Installations I to House Wiring, ELCE 120-Electrical Installations II to Commercial Wiring, ELCE 124 Construction Safety to Electrical Safety, and ELCE 155 A/C Circuits to A/C Circuit Fundamentals Mike Carsten. Seconded David Miller.

**No Discussion**

- **Approved by all committee members.**
- **Motion to approve the Program Modifications** AAS Construction Electrical and Technical Certificate Construction Electrical **by David Miller. Seconded Steve McGraw.**

**Discussion:** Some corrections were made to the program sheets and modification forms.

- **All approved.**
- **Motion to accept the Course Deletions** for OFAD 101-Office Bookkeeping, OFAD 103-Keyboarding, OFAD 244-Legal Office Procedures, OFAD 248-Coding and Insurance Billing, OFAD 253-Word Processing II, OFAD 293-Cooperative Education I, **by David Miller. Seconded Michael Carsten.**

**Discussion:** All OFAD courses are being replaced by different courses, mostly ABUS courses.

- **All approved**
- **Motion to accept the Course Modifications** for TSTC 100-Introduction to Transportation Services, TSTC 101-Vehicle Service and Inspection, TSTC 130-Electrical I, TSTC 160-Electrical II, TSTC 170-Chassis Fundamentals, TSTC 171 Brakes I, TSTG 120-Industrial Safety Practices, TSTG 175-Brakes II, and TSTG 195 Climate Control by **Michael Carsten. Seconded by David Miller.**

**Discussion:** the modifications to the forms are to prevent the prerequisites, these were put in place last year and have created many problems. Waivers are now having to be made for each course taking away the prerequisites will prevent a lot of extra time and unnecessary paper work.

- **Motion approved by all committee members.**
- **Motion to accept the Program Additions** for Technical Certificate: Light Duty Automotive Technician Foundations I and Technical Certificate: Light Duty Automotive Technician Foundations II by **Michael Carsten. Seconded by David Miller.**

**Discussion:** Making the changes will make it possible to be able to make smaller certificates that will can be used to get an AAS and work up to a Bachelors. A few corrections were made.

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

- **Motion to approve the Course Addition UNIV 103-Community College Success Studio by David Miller and seconded by Michael Carsten.**

**Discussion:** Patton Massengill explained that the UNIV-102 currently is a 3 credit course and adding another course UNIV-103, but keeping the total credit hours the same will create continued support system for the students.

- **Motion approved by all committee members.**
- **Motion to approve the Course Modification UNIV 102-Community College Success by David Miller and seconded by Michael Carsten.**

**Discussion:** No further discussion

- **All approved**
- **Meeting Adjourned.**