

Western Colorado Community College
Curriculum Meeting Minutes
10/11/2016

Members Present: Glen Hoff (Chair), David Miller (Vice Chair), Michael Carsten (WCCC-Transportation), Dennis Tobin (TECI), Michael Carlton (WCCC-Machining Instructor), Scott Kessler (Vice Chair, Undergraduate Curriculum Committee)

Ex-officio members present: Kurt Haas (Designee for Academic Affairs), Laureen Cantwell (Library Representative), Scott Kessler (UCC Chair)

Guest: Christine Murphy (Director of Instruction), Vail Shoultz-McCole (Early Childhood Education Director), Stephanie Stelljes (EDEC Instructor), Dan Ashton (Aviation Director)

Recording Secretary: Tammy Murray

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

I. Old Business

a. Minutes from September 13, 2013

- **Motion to approve the September 13, 2013 minutes Michael Carsten, Seconded by David Miller.**

No discussion.

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

II. Curriculum Proposals

- **Motion to acknowledge the course modifications by Michael Carsten, seconded by David Miller.**

- i. EDEC 101 Introduction to Early Childhood
- ii. EDEC 102 Introduction to Early Childhood Lab Experience
- iii. EDEC 103 Guidance Strategies
- iv. EDEC 205 Nutrition, Health, Safety
- v. EDEC 238 Early Childhood Development 0-8 Years
- vi. EDEC 240 Curriculum Development
- vii. EDEC 241 Early Childhood Administration: Human Resources
- viii. EDEC 250 Exceptionalities in Early Education
- ix. EDEC 264 Early Childhood Administration

Discussion: Vail Shoultz-McCole explained the changes are needed to align with the state licensing which has been approved.

- **Motion approved by all committee members with modifications to the forms EDEC 101, EDEC 102, EDEC 103, EDEC 205, EDEC 238, EDEC 240, EDEC 241, EDEC 250, and EDEC 264.**

- **Motion to approve the Aviation Technology-Fixed Wing AAS Program modifications by Michael Carsten, Seconded David Miller.**

Discussion: Dan Ashton explained the changes were to modify the introduction and hours in degree requirements. The FFA requires no fewer than three semesters to complete the program sheet and the VA needed the Flight hours on the program sheet for certification.

- **Motion carried.**

- **Motion to approve MOAP 110 Medical Office Administration and MOAP 130 Insurance Billing and Coding by David Miller, Second by Michael Carsten**

Discussion: After discussion it was decided the corrections were to be made and other forms to be completed to approve the MOAP at this time.

- **Motion to table the MOAP Course additions until next meeting by David Miller, Seconded by Michael Carlton.**

- **Motion carried.**

- **Motion to table TECI Course Additions by David Miller, Seconded by Michael Carsten**

- **Motion carried.**

- **Motion to acknowledge the approval of the additional WQMS certificates Mathematics and Water Quality, Distribution and Collection Systems and Water Quality, Introduction to Wastewater Treatment, Advanced Water Treatment, and Advanced Wastewater Treatment by Michael Carsten. Seconded by Michael Carlton.**

Discussion: Chris explained we are adding small certificates to the Water Quality Management program. Michael Carsten questioned if they have been sent to financial aid and library for approval. Laureen acknowledged the previous library assessment for approval would stand.

- **Motion to approve the additional 5 WQMS certificates with the approval of financial aid by Michael Carsten, Seconded David Miller**

- **Motion carried.**

III. New Business

- a. Change to the present Curriculum cloud process. All curriculum forms will be made from the R drive, then emailed to Chris Murphy chrmurph@coloradomesa.edu and Glen Hoff ghoff@coloradomesa.edu, all corrections that need to be made will be sent back to the original author.

Meeting Adjourned