Members Present: Glen Hoff (Chair), David Miller (Vice Chair), Michael Carsten (WCCC-Transportation), Steve McLaw (STEM), Michael Carlton (WCCC-Machining) Lisa Driskell (Vice Chair, Undergraduate Curriculum Committee)

Ex-officio members present: Kurt Haas (Designee for Academic Affairs), Laureen Cantwell (Library Representative), Holly Teal (Registrar)

Guest: Dan McClintock (Visual Communications), Christine Murphy (Director of Instruction)

Recording Secretary: Tammy Murray (WCCC Administrative Assistant)

Chair Glen Hoff called the meeting to order at 3:30 pm

I. Old Business
   a. Minutes from November 15, 2016
      • Motion to approve the November 15, 2016 minutes Michael Carlton, Seconded by Michael Carsten.
        No discussion.
        • Motion approved by all committee members.

   b. Review of UCC Minutes
      i. Didn’t have the minutes to discuss

   c. AAS MOAP Program Sheet
      • Motions to approve the AAS MOAP Program sheet David Miller, Seconded by Steve McLaw
        Discussion: A few corrections needed in the modification form to match the program sheet.
        • Motion approved with corrections by all committee members.

   d. AAS Water Quality Management
      • Motion to approve the AAS WQMS Program Sheet David Miller, Seconded by Steve McLaw
        Discussion: A few corrections needed in the modification form to match the program sheet.
        • Motion approved with corrections by all committee members.

II. Curriculum Proposals
Discussion: Dan McClintock explained the reasons the program has changed. Members brought to the attention the “VR” should be changed to Virtual Reality on the forms to clarify the title.
• Motion approved with corrections by all committee members.

• Motion to approve the program additions for the AAS Visual Communications Immersive Design Technology and the Technical Certificate: Visual Communication Immersive Media Technology by David Miller. Seconded by Steve McGraw.
Discussion: Dan McClintock explained that based on High School surveys it was determined that students believe Virtual Reality would be a better program fit than the traditional 3D animation.
• Motion approved with corrections by all committee members.

• Motion to approve the program deletions of the Office Administration programs; AA Liberal Arts-Administration Office Tech: 2334, AAS Administration Office Tech-Administrative Professional: 1395 and Technical Certificate General Office Administration by Michael Carsten. Seconded by David Miller.
Discussion: Glen Hoff spoke for OFAD and explained the ABUS or Applied Business will replace the Office Administration programs. ABUS has been approved but needed deletions of OFAD to complete.
• Motion approved by all committee members.

• Motion to approve the deletions of the courses OFAD 101-Office Bookkeeping, OFAD 105-Ten Key, OFAD 120-Internet and Social Networking, OFAD 125-Multimedia and Web Editing, OFAD 147-Introduction to Personal Computers, OFAD 153-Word Processing I and OFAD 201-Office Procedures, OFAD 202-Records Management, OFAD 206-Computerized Bookkeeping, OFAD 208-Spreadsheets, OFAD 221-Transcriptions Machines, OFAD 267-Presentation, Publishing and Desk Top Management, OFAD 269-Complete PC Database and OFAD 291-Service Learning by David Miller. Seconded by Steve McGraw.
No Discussion:
• Motion approved by all committee members.

• Motion to approve the Course Modifications TECI 180-Cisco Networking 1, TECI 185-Cisco Networking 2, TECI 230-Cisco Networking 3 and TECI 235- Cisco Networking 4 by David Miller, Seconded by Michael Carlton.
Discussion: Steve explained the program is being updated to reflect new and evolving technologies and to reflect local workforce needs.
• Motion approved with corrections by all committee members.

Discussion: Errors need corrected.

• Motion approved with corrections by all committee members.

• Motion to approve the course deletions TECI 251-Leadership and TECI 290 Certification by David Miller. Seconded by Michael Carlton.

No Discussion

• Motion approved by all committee members.


Discussion: The programs are being deleted to allow the new programs to be accepted. Deletions are contingent on the acceptance of the approval of the new TECI Programs.

• Motion approved with corrections by all committee members.


No Discussion

• Motion approved with corrections by all committee members.

III. New Business:

Holly Teal spoke of a new program for the curriculum. Making cataloging much easier and simplify a lot of the questions of which paper goes with what. Program is user friendly. Everyone agreed it would be great to proceed with trying to acquire it.

IV. Meeting adjourned 5:00 PM