

**Western Colorado Community College Curriculum Committee
Meeting Minutes
March 8, 2022
Via Zoom**

Members Present: Joseph Quesenberry, Jason Roberson, Denise McKenney, Wayne Smith, Karrie Stanfill, Carolyn Ferreira-Lillo -Lillo, Gunny White

Guests Present: Kris Mathwig, Elisabeth Henry

Ex-Officio Members: Maggie Bodyfelt, Janel Davis, Morgan Bridge, Carrie Moore, Christi Hein, Tracie Seurer, Curt Martin

Recording Secretary: Aaron Osborne

Chair Smith called the meeting to order at 3:32

I. Announcements

A. No announcements this meeting

II. Ex-Officio Reports

A. Associate Vice President of Academic Affairs for Assessment and Accreditation

1. Nothing

B. Registrar

1. Nothing

C. Financial Aid

1. A reminder that in order for a certificate to be eligible for financial aid, the certificate must be for 15 weeks and contain 16 credit hours.

D. Library

1. Nothing

E. Catalog Description Reviewer

1. None

III. Curriculum Proposals

A. Summary of committee actions and further details on curriculum proposals begins on page 3.

IV. Old Business

A. None

V. Information Items

A. Chair Smith stated the next meeting will be in person at the WCCC Campus.

Adjournment:

Ferreira-Lillo -Lillo moved to adjourn the meeting and Roberson seconded. With no objections, Chair Smith adjourned the meeting at 4:06.

Respectfully submitted,

Aaron Osborne

Effective Term - Summer 2022

Programs

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

Proposal	Degree	Committee Action	Motion Second
1146: Digital Filmmaking: Writing/Directing Elements	TCT	Program Modification - Approved	Roberson Stanfill
WCCC CC Discussion: Replacing a course that is a better fit for the program. No other discussion.			
Change Item Description	Departmental Justification		
List all proposed changes to the program:	1. Remove FILM 140 - Commercial Corporate Production 2. Add FILM 139 - Professional Documentary Production		
Justify each proposed modification to the program:	01. Remove FILM 140 --> It does not fit into the narrative storytelling structure of the other courses in this program. This course is better suited for other majors 02. Add FILM 139 - Professional Documentary Production --> this course provides experience with narrative non-fiction storytelling.		
Describe discussions about this proposal within the department and outcomes.	Talked with WCCC Director of Education Dr. Christi Hein about the major changes to the AAS Digital Filmmaking: Writing/Directing degree. She agreed the changes were necessary., Fall 2021. The changes to this technical certificate reflect the changes made to the degree.		
1147: Digital Filmmaking: Basic Writing/Directing (TCT)	TCT	Program Modification - Approved	Roberson Stanfill
WCCC CC Discussion: Course credit hour reduction caused program credit hour reduction from 13 to 12 credit hours. No other discussion.			
Change Item Description	Departmental Justification		
List all proposed changes to the program:	FILM 170 reduced credit hours from 4 to 3. Reduced program credit hours.		
Justify each proposed modification to the program:	FILM 170 reduced credit hours from 4 to 3. Additional hour not needed to cover content. Reduced program credit hours.		
Describe discussions about this proposal within the department and outcomes.	A. Osborne submitted the program since CIM had closed before the missed program was identified. WCCC CC Chair approved the submission.		

1148: Digital Filmmaking: Intermediate Writing/Directing (TCT)	TCT	Program Modification - Approved	Roberson Stanfill
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WCCC CC Discussion: Course credit hour reduction caused program credit hour reduction from 7 to 6 credit hours. No other discussion.

Change Item Description	Departmental Justification
List all proposed changes to the program:	AOsborne - FILM 230 reduced credit hours from 4 to 3. Reduced program credit hours.
Justify each proposed modification to the program:	AOsborne - FILM 230 reduced credit hours from 4 to 3. Needed content can be covered in less hours. Reduced program credit hours from 7 hours to six hours.
Describe discussions about this proposal within the department and outcomes.	AOsborne submitted the program since CIM had closed before the missed program was identified. WCCC CC chair approved the submission.

1303: Digital Filmmaking: Production Design	AAS	Program Inactivation - Approved	Stanfill Roberson
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WCCC CC Discussion: Program to be inactivated for two years. Continued low enrollment and students' inability to find jobs after graduation, along with the creation of a new Digital Filmmaking major focusing on local industry-demanded commercial and corporate media design, necessitates ending the program.

Change Item Description	Departmental Justification
List all proposed changes to the program:	Deactivation
Justify each proposed modification to the program:	Continued low enrollment and students' inability to find jobs after graduation, along with the creation of a new Digital Filmmaking major focusing on local industry-demanded commercial and corporate media design, necessitates the dropping of this major. The teach-out plan includes: 1. No new students will be admitted into the Program Design major for the Spring and Fall 2022 semesters. 2. Remaining second-year students returning to complete their degree in the '22-'23 academic year will be offered courses as required. 3. Current students who have failed a first-year course and need to retake it will be offered several options: A. Take an independent study course taught through the program lead that will fulfill course student outcome requirements. B. Take an equivalent course from the CMU campus. C. Take an equivalent course through the proposed major if it is approved.
Describe discussions about this proposal within the department and outcomes.	Talked with WCCC Director of Instruction Dr. Christi Hein about the major changes to the AAS Digital Filmmaking: Production Design. She agreed the changes were necessary, Fall 2021.

1304: Digital Filmmaking: Writing/Directing **AAS** **Program Modification - Approved** **Roberson | Stanfill**

WCCC CC Discussion: Several course removals and replacements to keep the program current. Program hours increased from 60 to 61. Program overview was modified. SLOs were updated.

Change Item Description	Departmental Justification
List all proposed changes to the program:	01. Remove FILM 140 - Commercial Corporate Production 02. Remove FILM 143 - Cinema Lighting 03. Remove FILM 155 - Commercial Audio Design 04. Remove FILM 160 - Freelancing for Creatives 05. Remove FILM 210 - Cinema Production Management 06. Remove ENGL 222 - Mythology from Essential Learning requirements 07. Reduce credits for FILM 170 - Short-Form Production 08. Reduce credits for FILM 230 - Episodic Production 09. Add prerequisite FILM 130 to FILM 150 Episodic Screenwriting and to FILM 170 - Short Form Production 10. Add prerequisite to FILM 230 - Episodic Production 11. Add FILM 139 - Documentary Production 12. Add FILM 141 - Film Production Assistant I 13. Add FILM 142 - Film Production Assistant II 14. Add FILM 144 - Sound Design for Film 15. Add THEA 150 - Fundamentals of Acting 16. Add FILM 200 - Directing Film Actors 17. Add FILM 209 - Production Budget Scheduling 18. Add FILM 265 - Producing Indie Films 19. Add FILM 299 - Internship 20. Program hours increased by one hour from 60 to 61. 21. Modify Program Overview 22. Modify Recommended Course Plan 23. Modify Student Learning Outcomes

Justify each proposed modification to the program:

01. Remove FILM 140 --> Will be replaced by FILM 139-Professional Documentary Production with documentary production more appropriate. | 02. Remove FILM 143- Cinema Lighting --> The various lighting assignments are duplicated in the production classes, making this course redundant. | 03. Remove FILM 155 - Commercial Audio Design --> Many of the student outcomes are taught in the program's production courses. The rest of the student outcomes will be taught in FILM 144-Sound Design for Film --> Will now combine the remaining FILM 155 student outcomes along with student outcomes from FILM 220 - Cinema Sound Design | 04. Remove FILM 160-Freelancing for Creatives --> No longer required. Student outcomes have shifted to the new FILM 265-Producing Indie Films course. | 05. Remove FILM 210-Cinema Production Management. Student outcomes in this course have been split into FILM 209-Production Management and Scheduling, and FILM 265-Producing Indie Films. | 06. Remove ENGL 222-Mythology --> Will allow students to choose their own course. | 07. Reduced FILM 170 - Short-Form Production credits from 4 to 3. --> After determining student productions were shorter than originally anticipated, a 4 credit-hour requirement was not necessary. | 08. Reduced FILM 230 - Episodic Production credits from 4 to 3 --> After determining student productions were shorter than originally anticipated, a 4 credit-hour requirement was not necessary. | 09. Add prerequisite to FILM 150 Episodic Screenwriting and FILM 170 - Short-Form Production --> The course needs to have FILM 130 - Short-Form Screenwriting

completed beforehand. We have found students who do not have a script from the class have extreme difficulties in writing both a script and producing it in one semester. | 10. Add prerequisite to FILM 230 - Episodic Production --> The course needs to have FILM 150 - Episodic Screenwriting completed beforehand so they have a script to produce. | 11. Add FILM 139 - Professional Documentary Production --> Will replace FILM 140 - Commercial Corporate Production. The course fulfills a request by students to have a documentary class. | 12. Add FILM 141 - Film Production Assistant I (1 credit) --> This course helps prepare students for on-set procedures. Requested by Hank and Arielle Braxtan, two feature film producers. | 13. Add FILM 142 - Film Production Assistant II (1 credit) --> Advance PA procedures centered on production office needs. Requested by Hank and Arielle Braxtan. | 14. Add FILM 144 - Sound Design for Film --> A stand-alone course that focuses on sound theory, repair, and surround sound mixing that augments the location mixing techniques taught in all of the production courses| ... **See CIM proposal for full text.**

Describe discussions about this proposal within the department and outcomes.

When the Writing/Directing major was originally created, the program head based it on Colorado Community College course offerings, with guidance from a few local commercial production companies. Since then, we have developed an unofficial partnership with a feature film/commercial production company that moved to Grand Junction during the first year the program was active. After intensive talks with the founders, who are also part-time instructors with the program, a more rounded curriculum has been developed. This revised curriculum is geared more toward the skills now required to land that first job in either documentary video or film production, as well as add additional business skills for entrepreneurs. Changes discussed and approved Fall 2021.

1164: Gerontology: Activity Assistant (TCT)	TCT	Program Deletion - Approved	Quesenberry Roberson
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WCCC CC Discussion: Roberson motioned and White seconded adding the deletion of 1164 to the agenda for consideration. The motion carried. The program cannot offer certification and is not of benefit to students. No teach out plan required as the two remaining students either switched majors or transferred to another school.

Change Item Description	Departmental Justification
Rationale for deletion	This certificate program cannot offer the certification that recognizes an Activity Assistant as credentialed, and therefore it does not benefit a graduate proportionately to the education required.
Describe discussions about this proposal within the department and any other affected departments. Note the outcomes of these discussions.	All faculty agreed that the program should no longer be offered; discussions occurred Spring2020 - Fall2020. No further classes were offered in 2021.

1166: Gerontology: End Life Care and Support

TCT

Program Modification - Approved

Roberson | Stanfill

WCCC CC Discussion: Reduced hours from 21 to 13 to narrower focus on end-of-life care content and allow more students to take the certificate in conjunction with their other degree/major that they are already pursuing. 7 courses removed with one replaced and two others added. Course sequence modified. No other discussion.

Change Item Description

Departmental Justification

List all proposed changes to the program:

1. Reduce required credit hours from 21 to 13. | 2. Remove the following courses: GRNT131, GRNT207, GRNT237, GRNT 240, GRNT247, GRNT294, GRNT299 | 3. Replace GRNT131 Hospice Care with GRNT234 Hospice Care. | 4. Add the following courses: GRNT245 Health and Aging, GRNT250 Death: Cross-Cultural Perspectives. | 5. Update recommended course sequence to reflect changes.

Justify each proposed modification to the program:

1. Certificate needs a narrower focus on end-of-life care content with less hours so that there is more emphasis on needed content for the industry and allows more students to take the certificate in conjunction with their other degree/major that they are already pursuing. 21 hours was too many hours to make that possible. | 2. These courses are too broad for this specific certificate. This certificate will more specifically focus on supporting family members and dying persons through the end-of-life process, including biological, social, medical, cultural and spiritual issues related to end-of-life care. | 3. GRNT234 is replacing GRNT131, both called Hospice Care and are the same course; GRNT131 was re-numbered in order for the course GRNT233 to be a pre-requisite for Hospice Care. | 4. These courses (GRNT245 and GRNT250) add pertinent content and depth to this specific certificate. | 5. Recommended course sequence needs to display updated required courses for appropriate student progression.

Describe discussions about this proposal within the department and outcomes.

1. Initially discussed reducing credit hours in Fall 2020; all faculty agreed with proposal Fall 2020. | 2. Multiple discussions Fall 2020-Spring 2021; all faculty agreed on which courses to remove from this certificate. | 3. Multiple discussions Fall 2020-Spring 2021; all faculty concur that it was necessary for GRNT131 to be replaced by GRNT234 and follow GRNT233 Supporting End of Life. | 4. Multiple discussions Spring 2021; all faculty concur that the content of GRNT245 and GRNT250 are vital components including how the body ages and different perspectives on death itself. | 5. All faculty in agreement with sequencing and progression of courses as discussed Spring 2021 and finalized Summer 2021.

**1305: Gerontology
Specialist**

AAS

**Program Modification -
Approved**

Roberson | Stanfill

WCCC CC Discussion: Program credit hours increased from 60 to 63. 6 more general and out of date courses removed. Added 2 subject specific courses. Course sequencing updated to reflect changes. SLOs updated. No other discussion.

Change Item Description

List all proposed changes to the program:

Justify each proposed modification to the program:

Describe discussions about this proposal within the department and outcomes.

Departmental Justification

1. Change SLOs to better represent the program. | 2. Increase credit hours of program from 60 to 63 by increasing program-specific courses from 42 to 45. | 3. Remove the following courses: GRNT165, GRNT177, GRNT220, GRNT237, GRNT260, GRNT270. | 4. Add new course GRNT246 (Aging and Mental Health) and replace GRNT131 with GRNT231 (Hospice Care). | 5. Remove Restricted Electives and make those courses required. | 6. Update recommended course sequence to reflect changes.

1. SLOs were too generic and did not emphasize program content sufficiently. | 2. Addition of new course GRNT246 (3 credit hours) increased program credit hours. | 3. These courses are no longer being utilized due to too much duplication of subject matter with other courses taught, or are no longer being offered due to inactivation of certificate program (Activity Assistant), GRNT165, GRNT177, GRNT220, GRNT237, GRNT260, GRNT270. | 4. This course (GRNT246) adds pertinent content and depth to the program; Hospice Care is same course, new course number which specifies pre-req. | 5. All courses need to be required for the AAS in order for students to have the breadth of knowledge required to be a Gerontology Specialist. Offering courses in a scheduled format rather than random selection, offers students more predictability of term schedules and utilizes better efficiency of our instructor resources. | 6. Recommended course sequence needs to display updated required courses for appropriate student progression. Some courses were changed to other semesters to better balance the credit hours per semester and align both certificate and AAS program to same courses being offered in same term, to the benefit of students.

1. Initially discussed improving SLOs in Fall 2020; all faculty agreed with changes Fall 2021. | 2. Multiple discussions Fall 2020-Spring 2021; all faculty agreed on importance of addition of GRNT246 (3 credit hrs). Stakeholders/local facilities also concurred in Zoom meeting Spring 2021. | 3. All faculty concur on courses to be removed via discussions Fall 2020-Spring2021. | 4. All faculty agree on addition of GRNT246. | 5. Zoom meetings with faculty Fall 2021-present; all agree on courses to be required vs. electives. | 6. All faculty in agreement with sequencing and progression of courses as discussed Summer 2021 and finalized decision Spring 2022.

**1314: Fire Science
Technology**

AAS

**Course Modification -
Approved**

Stanfill | Roberson

WCCC CC Discussion: Replaced a more advanced fire code course with an appropriate substitution that would prepare students for certification in medical training at the Fire Fighter I level. Course sequence updated for better flow in the program. No other discussion.

Change Item Description

List all proposed changes to the program:

Justify each proposed modification to the program:

Describe discussions about this proposal within the department and outcomes.

Departmental Justification

The following changes are proposed to the Fire Science program, to be implemented starting Summer 2022. 1. Remove course FSTR 204 from the degree requirements and replace it with EMTS 115. | 2. Change the suggested course schedule to the following: Semester 1 FSTR 102 FSTR 105 FSTR 106 FSTR 109 MATH 113 Semester 2 FSTR 103 FSTR 151 FSTR 209 EMTS 115 ENGL 111 Semester 3 FSTR 100 FSTR 107 KINA 127 Essential Learning Elective Semester 4 FSTR 101 FSTR 202 FSTR 206 KINE 100

1. FSTR 204 is an advanced level course in fire code that is not appropriate for this level of student. EMTS 115 meets the State of Colorado requirement for medical training to pursue state level certification at the Fire Fighter I level. This is an appropriate substitution. | 2. This is a reorder of the suggested courses that brings the level of education more in line with the level of the student from beginner to advanced. Additionally, these changes separate some classes to reduce redundancy in the semester and better aligns the curriculum for smoother flow. This alignment is consistent with other programs of similar nature available at other institutions.

The changes to the course curriculum were discussed between the WCCC Director of Instruction, the lead program instructor, an adjunct program instructor: a 30-year fire service veteran with extensive training experience, and members of the Grand Junction Fire Department. Course curriculum was compared to several other fire science programs around the state. These changes will provide a more rounded education for the students and makes the content more appropriate to the students' level of training and experience.

1340: Baking and Pastry

AAS

**Program Modification -
Approved with 1
abstention**

Roberson | Stanfill

WCCC CC Discussion: Suggested course sequence modified to balance teaching load and balance supply distribution to labs from semester to semester. It also offsets credit load on students in the second, third, and fourth semesters. Student learning outcomes updated and additional outcomes added to bring total number of outcomes to six as required. No other discussion.

Change Item Description

Departmental Justification

List all proposed changes to the program:

Modify Suggested Course Plan sequence: 1. Move CUAR 160 Cake Decorating from spring semester, 2nd year to fall semester, 2nd year. | 2. Move CUAR 262 Purchasing for the Hospitality Industry from spring semester 1st year to fall semester 2nd year. | 3. Move essential learning - soc/behavioral sci, history, nat sci, fine arts, humanities from fall semester 2nd year to spring semester 1st year and KINE 100/KINA 1xx from fall semester 2nd year to spring semester 2nd year. | 4. Update Program Student Learning Outcomes.

Justify each proposed modification to the program:

1. Currently there are 3 baking courses offered in the fall and 6 baking courses offered in the spring. Moving CUAR 160 from spring to fall will bring more balance to the teaching load for the baking and pastry instructor. | 2. All culinary arts and baking and pastry students are required to take CUAR 262. Currently both degree tracks are suggested to take CUAR 262 in the spring. This necessitates offering 2 sections in the spring. Since this course also serves all other culinary lab courses by distributing supplies to the labs it makes sense to offer one section fall and one section spring. | 3. Moving these essential learning courses offsets the credit load for students in the 2nd, 3rd, and 4th semesters. | 4. Only four student learning outcomes were listed. Six student learning outcomes are required for Associate of Applied Science Degree programs. SLO's have been added addressing the required areas of personal and social responsibility and information literacy.

Describe discussions about this proposal within the department and outcomes.

Culinary faculty met in January 2022 and agreed that making these changes would improve the program both for students and faculty.

Effective Term - Summer 2022

Courses

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

Proposal	Committee Action	Motion Second
ABUS 165: Work Readiness	Course Addition - Approved	Ferreira-Lillo Roberson
WCCC CC Discussion: Course to be offered as an alternative for the KINA elective. No other discussion.		
Change Item Description	Departmental Justification	
New Proposal: No differences to report	This course has been offered for two prior semesters. It is currently offered as a topics class. It has gained momentum and can be used in place of a KINA elective. It originated from a grant and is showing momentum.	
CUAR 100: Culinary Program Fundamentals	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Changing the classification of instructional activity from Lecture/Lab: Vocational/Technical to Mixed Instructional Method more accurately reflects the course activities students can expect to take place. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Field/Studio/Other:	4.5	
Total Contact Hours:	4.5	4
Academic engagement minutes per term:	3375	3000
Student preparation minutes for a term:	3375	3750
Is there overlapping content with present courses offered?	Yes	No
Explain distribution of minutes:		Course hours will be split between one credit hour lecture and 2 credit hours lecture/lab: vocational/technical leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credit Lec/Lab Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 125: Introduction to Foods	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Changing the classification of instructional activity from Lecture/Lab: Vocational/Technical to Mixed Instructional Method more accurately reflects the course activities students can expect to take place. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Field/Studio/Other:	4.5	
Total Contact Hours:	4.5	4
Academic engagement minutes per term:	3375	3000
Student preparation minutes for a term:	3375	3750
Is there overlapping content with present courses offered?	Yes	No
Explain distribution of minutes:		Course hours will be split between one credit hour lecture and 2 credit hours lecture/lab: vocational/technical for contact hours leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credit Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 129: Center of the Plate	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Changing the classification of instructional activity from Lecture/Lab: Vocational/Technical to Mixed Instructional Method more accurately reflects the course activities students can expect to take place. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Field/Studio/Other:	4.5	
Total Contact Hours:	4.5	4
Academic engagement minutes per term:	3375	3000
Student preparation minutes for a term:	3375	3750
Is there overlapping content with present courses offered?	Yes	No

Explain distribution of minutes:

Course hours will be split between one credit hour lecture and 2 credit hours lecture/lab: vocational/technical for contact hours leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credit Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 145: Introduction to Baking	Course Modification - Approved	Stanfill Ferreira-Lillo
<p>WCCC CC Discussion: Changing the classification of instructional activity from Lecture/Lab: Vocational/Technical to Mixed Instructional Method more accurately reflects the course activities students can expect to take place. No other discussion.</p>		
Change Item Description	Old	New
Type of Instructional Activity: Field/Studio/Other:	Lecture/Lab: Vocational/Tech 4.5	Mixed Instructional Method
Total Contact Hours:	4.5	4
Academic engagement minutes per term:	3375	3000
Student preparation minutes for a term:	3375	3750
Is there overlapping content with present courses offered?	Yes	No
Explain distribution of minutes:		<p>Course hours will be split between one credit hour lecture and 2 credit hours lecture/lab: vocational/technical for contact hours leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credits Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min</p>

CUAR 152: Individual Fancy Desserts Production	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Correcting classification of the Type of Instructional Activity from Lab: Academic/Clinical to Mixed Instructional Method in order to more accurately reflect the learning activities and preparation that make up the course. A topical course outline and student learning outcomes were added since this is the first time this course has been modified within the CIM system. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Laboratory: Academic/Clinical	Mixed Instructional Method
Lab:	4.5	3
Total Contact Hours:	4.5	4
Lecture:		1
Academic engagement minutes per term:		3000
Student preparation minutes for a term:		3750
Explain distribution of minutes:		Course hours will be split with 1 credit hour lecture (1 contact hour) and 2 credit hours vocational lecture/lab (3 contact hours) leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credits Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 160: Cake Decorating	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Correcting classification of the Type of Instructional Activity from Lab: Academic/Clinical to Mixed Instructional Method in order to more accurately reflect the learning activities and preparation that make up the course. A topical course outline and student learning outcomes were added since this is the first time this course has been modified within the CIM system. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Field/Studio/Other:	6	
Total Contact Hours:	6	5.5
Academic engagement minutes per term:	4500	4125
Student preparation minutes for a term:	4500	4875

Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):

Variety of cake decorating techniques including flowers, leaves, borders, and attractive arrangements. Preparation of and work with gumpaste, rolled fondant and airbrushing techniques.

Variety of cake decorating techniques, including flowers, leaves, borders, and attractive arrangements. Preparation of and work with gumpaste, rolled fondant and airbrushing techniques.

Please indicate the semester(s) in which the course will typically be offered:

Spring

Fall

Explain distribution of minutes:

Course credit hours will be split between one credit hour lecture (1 contact hour) and 3 credit hours lecture/lab: vocational/technical (4.5 contact hours) leading to 4125 minutes (750 plus 1125 times 3) for academic engagement with student preparation of 4875 (1500 plus 1125 times 3).1
Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min
3 Credits
Lec/Lab: Voc/Tech = 4.5 lab contact hrs, 3375 engagement min, 3375 prep min

CUAR 163: Advanced Wedding Cakes

Course Modification - Approved

Stanfill | Ferreira-Lillo

WCCC CC Discussion: Correcting classification of the Type of Instructional Activity from Lab: Academic/Clinical to Mixed Instructional Method in order to more accurately reflect the learning activities and preparation that make up the course. Minor update to the course description. Topical course outline and student learning outcomes added since this is the first time this course has been modified within the CIM system. No other discussion.

Change Item Description	Old	New
Type of Instructional Activity:	Laboratory: Academic/Clinical	Mixed Instructional Method
Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Refinement of skills in the creation of specialty cakes. Wedding cakes and other tiered cakes for special events.	Refinement of skills in the creation of wedding cakes and other tiered cakes for special events.
Lab:	4.5	3
Total Contact Hours:	4.5	4
Lecture:		1
Academic engagement minutes per term:		3000
Student preparation minutes for a term:		3750

Explain distribution of minutes:

Course credit hours will be split with 1 credit hour lecture (1 contact hour) and 2 credit hours vocational lecture/lab (3 contact hours) leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1
Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min
2 Credits
Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 236: Advanced Baking Course Modification - Approved Stanfill | Ferreira-Lillo

WCCC CC Discussion: Correcting classification of the Type of Instructional Activity from Lab: Academic/Clinical to Mixed Instructional Method in order to more accurately reflect the learning activities and preparation that make up the course. Topical course outline and student learning outcomes added since this is the first time this course has been modified within the CIM system. No other discussion.

Change Item Description	Old	New
Type of Instructional Activity:	Laboratory: Academic/Clinical	Mixed Instructional Method
Lab:	4.5	3
Total Contact Hours:	4.5	4
Lecture:		1
Academic engagement minutes per term:		3000
Student preparation minutes for a term:		3750

Explain distribution of minutes:

Course credit hours will be split with 1 credit hour lecture (1 contact hour) and 2 credit hours vocational lecture/lab (3 contact hours) leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1
Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min
2 Credits
Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

CUAR 238: American Regional Cuisine	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Correcting classification of the Type of Instructional Activity from Lab: Academic/Clinical to Mixed Instructional Method in order to more accurately reflect the learning activities and preparation that make up the course. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Mixed Instructional Method
Field/Studio/Other:	4.5	
Total Contact Hours:	4.5	4
Academic engagement minutes per term:	3375	3000
Student preparation minutes for a term:	3375	3750
CUAR 269: Dietary Baking	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: Correcting classification of the Type of Instructional Activity to Mixed Instructional Method. Topical course outline and student learning outcomes added since this is the first time this course has been modified within the CIM system. No other discussion.		
Change Item Description	Old	New
Type of Instructional Activity:	Laboratory: Academic/Clinical	Mixed Instructional Method
Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Examines techniques and equipment used to produce high quality bakery products that address the issue of common food allergens and intolerances.	Examination of techniques and equipment used to produce high quality bakery products that address the issue of common food allergens and intolerances.
Lab:	4.5	3
Total Contact Hours:	4.5	4
Lecture:		1
Academic engagement minutes per term:		3000
Student preparation minutes for a term:		3750
Explain distribution of minutes:		Course credit hours will be split with 1 credit hour lecture (1 contact hour) and 2 credit hours vocational lecture/lab (3 contact hours) leading to 3000 minutes (750 plus 1125 times two) for academic engagement with student preparation of 3750 (1500 plus 1125 times two).1 Credit Lecture = 1 lecture contact hr, 750 engagement min, 1500 prep min2 Credits Lec/Lab: Voc/Tech = 3 lab contact hrs, 2250 engagement min, 2250 prep min

FILM 139, FILM 141, FILM 142, FILM 144, FILM 200, FILM 209, FILM 265 are all new courses created to update the 1304: Digital Filmmaking: Writing/Directing AAS.

FILM 139: Professional Documentary Production **Course Addition - Approved** **Roberson | Ferreira-Lillo**
WCCC CC Discussion: Replaces FILM 140 in 1146: Digital Filmmaking: Writing/Directing Elements (TCT).

FILM 141: Film Production Assistant I **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 142: Film Production Assistant II **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 144: Sound Design for Film **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 200: Directing Film Actors **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 209: Production Budget and Scheduling **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 265: Producing Indie Films **Course Addition - Approved** **Roberson | Ferreira-Lillo**

FILM 150: Episodic Screenwriting **Course Modification - Approved** **Stanfill | Ferreira-Lillo**

WCCC CC Discussion: FILM 150 is considered an advanced screenwriting course. FILM 130 introduces the student to the required language, format, and storytelling skills that are necessary to be successful in FILM 150 and as such is a necessary prerequisite. Topical Course Outline and Student Learning Outcomes were not previously listed in the CIM system so they were added. No other discussion.

Change Item Description	Old	New
Academic engagement minutes per term:		3375
Student preparation minutes for a term:		3375
Prerequisites:		FILM 130

FILM 170: Short-Form Production	Course Modification - Approved	Stanfill Ferreira-Lillo
<p>WCCC CC Discussion: The required student outcomes can be accomplished with a three-credit course. Credit hours reduced from 4 to 3. FILM 130 prerequisite provides introduction to screenwriting and technical skills development required for this course. Slight change made to Course Description to meet style guidelines. Topical Course Outline and Student Learning Outcomes were not previously listed in the CIM system so they were added. No other discussion.</p>		
Change Item Description	Old	New
Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Basic techniques and tools of short-form video production. Use narrative visual storytelling components and expressive visual elements.	Basic techniques and tools of short-form video production. Use of narrative visual storytelling components and expressive visual elements.
Credit hours:	4	3
Field/Studio/Other:	6	4.5
Total Contact Hours:	6	4.5
Academic engagement minutes per term:		3375
Student preparation minutes for a term:		3375
Prerequisites:		FILM 130
FILM 230: Episodic Production	Course Modification - Approved	Stanfill Ferreira-Lillo
<p>WCCC CC Discussion: The required student outcomes can be accomplished with a three-credit course. Credit hours reduced from 4 to 3. FILM 150 prerequisite provides skills development required for this course. Slight change made to Course Description to meet style guidelines. Topical Course Outline and Student Learning Outcomes were not previously listed in the CIM system so they were added. No other discussion.</p>		
Change Item Description	Old	New
Course description for the catalog (do not list pre-reqs, co-reqs, and terms typically offered):	Continued collaborative development of advanced learn-by-doing productions. Develop and demonstrate the skills necessary to make effective and successful TV or web series.	Continuation of collaborative development of advanced learn-by-doing productions. Develop and demonstrate the skills necessary to make effective and successful TV or web series.
Credit hours:	4	3
Field/Studio/Other:	6	4.5
Total Contact Hours:	6	4.5
Academic engagement minutes per term:		3375
Student preparation minutes for a term:		3375
Prerequisites:		FILM 150

TECI 131: Principles of Information Assurance	Course Modification - Approved	Stanfill Ferreira-Lillo
WCCC CC Discussion: This should never have been entered as a Lecture/lab. It is an introductory course into the area of IT security, and entry-level job requirement and should be a lecture course. No other discussion.		

Change Item Description	Old	New
Type of Instructional Activity:	Lecture/Lab: Vocational/Tech	Lecture
Field/Studio/Other:	4.5	
Total Contact Hours:	4.5	3
Lecture:		3
Academic engagement minutes per term:		2250
Student preparation minutes for a term:		4500

VETT 109 and VETT 120 should not have any prerequisites or corequisites. It is the intention of the Vet Tech program to allow SD 51 concurrent enrollment students and members of the public to take these courses without being admitted to the Vet Tech program.

VETT 109: Applied Companion Animal Behavior	Course Modification - Approved	Stanfill Roberson
Change Item Description	Old	New
Corequisites:	VETT 102, VETT 108, VETT 116, and VETT 120	

VETT 120: Office Procedures and Relations	Course Modification - Approved	Stanfill Roberson
Change Item Description	Old	New
Corequisites:	VETT 102, VETT 108, VETT 109, and VETT 116	