

Yavapai College Curriculum Committee
Meeting Minutes
 Tuesday, November 5th, 2024 3:30-5:00 pm
 ZOOM

Topic	Discussion	Action												
Call to order/ Establish Quorum	<p>Committee Members: Alex Barber (Faculty Senate Rep), Diana Dowling*, Stacey Hilton, Kim Howell*, Sean Holmes (Div 5), Sheila Jarrell, Tiffany Kragnes (Div 2), Thomas Leavitt (Adj Rep), Charles Lohman (Div 2), Lindsay Masten (Div 3), Carolyn Meakins Farnsworth*, Trevor Nordin (Div 2), Emily Peek, Liz Peters (Chair, Div 1), Kathie Peterson (Div 4), Andrea Riffel, Tania Sheldahl, Sarah Southwick, Leslie Sparkman-Winsor*, Jaedyn Weathersby (Student Rep)</p> <p>Sponsors: Dr. Doug Berry, Dr. Marylou Mercado</p> <p>Guests: Dean Holbrook, Meghan Paquette, Kelsey Rumsey Patti Schlosberg, Karen Palmer, and Carl Miller</p> <p><i>*=Not a Voting Member</i></p>	<p>Quorum was met with voting members.</p> <p>Proxy for Kathie Peterson by Charles Lohman.</p> <p>Members absent are in yellow.</p>												
I. Consent Agenda and Approval of Minutes	<div><div><div>1. Meeting Minutes from Tuesday, October 15, 2024<ul style="list-style-type: none">Meeting minutes were approved by majority. One abstain.</div><div>2. Curriculum Proposals<ul style="list-style-type: none">The Committee discussed the purpose of a consent agenda, proposal review process, changes to proposals, and how to find information in Curriculog to prepare for Curriculum meetings.Consent agenda approved unanimously with ART 100 removed for discussion.</div></div><table><tr><th>Packages</th><th>Proposal Type</th></tr><tr><td>ART 100<ul style="list-style-type: none">Removed from consent agenda to discuss.The Committee approved unanimously to move ART 100 under New Business to discuss.</td><td>New Course</td></tr><tr><td>ANT 232</td><td>Course Modification</td></tr><tr><td>AAFA – Music MUS 145<ul style="list-style-type: none">The Committee discussed minor changes to AAFA and numbering of MUS 145.</td><td>Program Modification Course Modification</td></tr><tr><td>AA in Elementary Education</td><td>Program Modification</td></tr><tr><td>Early Childhood Education Basic Cert Early Childhood Education Advanced Cert</td><td>Program Modification Program Modification</td></tr></table></div>	Packages	Proposal Type	ART 100 <ul style="list-style-type: none">Removed from consent agenda to discuss.The Committee approved unanimously to move ART 100 under New Business to discuss.	New Course	ANT 232	Course Modification	AAFA – Music MUS 145 <ul style="list-style-type: none">The Committee discussed minor changes to AAFA and numbering of MUS 145.	Program Modification Course Modification	AA in Elementary Education	Program Modification	Early Childhood Education Basic Cert Early Childhood Education Advanced Cert	Program Modification Program Modification	
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	ECE 200, 202, 210, 230, 260, 291 EDU 230	Course Modifications	
	EDU 242, 243 ECE 216	New Courses Course Deletion	
II. New Business	3. Curriculum Proposals		
	Packages	Proposal Type	
	Baking and Pastry Certificate <ul style="list-style-type: none"> The Committee discussed the deletion of the Baking and Pastry certificate without the courses. The Committee reviewed various ways to support future, independent courses for Baking and Pastry program if the opportunity arose to support student interests in that field. The Committee discussed the courses in the Baking and Pastry program: deleting versus keeping the courses, possible future development of a café on campus, technological development of AI and incorporating it into the course curriculum. The Committee discussed sunsetting the Baking and Pastry courses in the program rather than modifying the existing courses. 	Program Deletion	

	<ul style="list-style-type: none"> • The Committee suggested the possibility of developing QuickStarts, special topics or independent study classes for more flexibility in the future and to reach out to the Curriculum Representative, Liz Peters or Office of Instruction for guidance. • The Committee approved unanimously to sunset the Baking and Pastry Certificate. 		
	<p>4. ICE 100 Memo</p> <ul style="list-style-type: none"> • The Committee reviewed the minor changes to ICE 100 outcomes verbiage. Approved. <p>5. ART 100</p> <ul style="list-style-type: none"> • The Committee discussed concerns with the summary in the proposal citing it was an additional 100 level course students could take under Arts and Humanities. • The Committee modified the summary in the proposal to provide the college with another 100 level Arts and Humanities offering. Approved. 		
III. Discussion	<p>6. AGECE update</p> <ul style="list-style-type: none"> • Karen Palmer reviewed the updates to the AGECE, state requirements, and proposed changes with the new categories. • The Committee discussed the new structure for the AGECE certificate. • The Committee discussed the Communication and Oral Communication category regarding ASL placement. Karen clarified that ASL was going to be in the Oral Communication category across the state. • The Committee altered the notes for the AGECE in the Communication category, so students don't get confused with Oral Communication category. • The Committee also discussed pairing down the AGECE courses in the different categories. Karen said the General Education Committee will be looking at the courses in each category to clean up the lists in the next year. • ART 100 was added to the AGECE list under the Art category. 	<p>Emily will send out AGECE lists with proposed changes to the Curriculum Committee members to review.</p> <p>Leslie Sparkman-Winsor will get a non-credentialed faculty list to Karen to help narrow down courses to offer in the AGECE categories.</p>	

		Emily Peek and Sarah Southwick will prepare a memo for the removal of the old AGECEC designations (EGR/IWR/GIH)
IV. Adjournment	Motion to adjourn approved unanimously.	
Next Meetings	<ul style="list-style-type: none"> November 19th – Review by Nov 8th; Originator responses by Nov 13th <ul style="list-style-type: none"> AGEC (new) AGEC-A AHS 112, 116 Assisted Living Facility Caregiver Certificate NSG 140, 142, 143, 144, 145, 151, 152, 153, 154, 155, 241, 242, 260, 270, 272, 280, 450 Nursing AAS AAFA Visual Arts THR 135, 163, 165 Technical Theatre in Stagecraft Certificate LAW 270, 275 Legal Paraprofessional Certificate Paralegal Studies AAS The Committee discussed upcoming proposals. The Committee reviewed how to search proposals in Curriculog. December 3rd <ul style="list-style-type: none"> AGEC impact memo from OIS Associate of Arts Associate of Science Associate of General Studies Aerospace Science AAS Air Traffic Control Academy Prep Certificate Business Foundations Certificate AJS 227, 228 Victim Advocacy Certificate AFL 301, 301L, 302, 302L, 401, 401L, 402, 402L EMS 203, 296 ENG 250, 252, 270, 271, 272, 295 EXW 200, 205 December 17th <ul style="list-style-type: none"> Fundamentals of Agriculture Science Technology Certificate EGR 110, 210 	<p>Nursing proposals have been moved to January 7th meeting agenda per request from Nursing Program Director.</p> <p>The Committee will email comments/questions on upcoming proposals to Sarah Southwick by Friday, November 8th to give the originators time to respond.</p>

	<ul style="list-style-type: none"> ○ ELT 101, 102, 183, 279 ○ Electrical Instrumentation Technology AAS ○ Applied Pre-Engineering AAS ○ Electronics-Industrial Electronics Certificate ○ AUT 198 ○ CNC 198 ○ MET 198 ○ MAT 221 ○ EMS 255 ○ CSA 110, 214 ● January 7th <ul style="list-style-type: none"> ○ ACC 121 ○ BSA 238 ○ NSG 140, 142, 143, 144, 145, 151, 152, 153, 154, 155, 241, 242, 260, 270, 272, 280, 450 ○ Nursing AAS ○ Film and Media AAS ○ Media Production Certificate ○ Script Supervisor Certificate ○ Editing and Post-Production in Film and Media Certificate ○ Writing for Film and Media Creation Certificate ○ ART 182, 183, 238 ○ FMA 117, 150, 220 ○ THR 150, 250 ● January 14th – LAST MEETING FOR NEW/DELETED PROGRAMS (DGB and College Council agenda items due 1/30 for 2/14 and 2/25 meetings) ● February 4th – Originator discussion ● February 18th – TBD ● March 4th – Degree definitions ● April 1st – Coursedog preview ● April 15th – TBD 	
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