

MINUTES  
CURRICULUM COMMITTEE MEETING  
3:30 pm – 5:00 pm  
Zoom  
November 22, 2022

Voting Members Present:

Alex Barber, Ed Bushman, Clay Christensen, Cassi Gibson, Stacey Hilton, Sheila Jarrell, Tiffany Kragnes, Charlie Lohman, Lindsay Masten, Liz Peters, Kathie Peterson, Jennifer Ritter, Karly Schauwecker, Tania Sheldahl, Sarah Southwick, Denise Woolsey

Non-Voting Members Present:

Patti Schlosberg, Leslie Sparkman, Ustadza White

Absent: Diana Dowling, Angie Poland, Andrea Riffel, Kyle Russ-Navarro, Diane Ryan

Guests: Vikki Bentz, Kim Donaldson, Lauri Dreher, Eli Humes, Joani Fisher, Tara O'Neill, Philip Reid, Kelsey Rumsey

- I. Approval of Minutes - November 15, 2022  
*Motioned and seconded to approve the minutes; vote taken; motion approved.*
  
- II. Curriculum Proposals
  - a. New Program Proposal – Bachelor of Science – Accounting Concentration  
*No discussion.*  
*Motioned and seconded to approve the BS – Accounting Concentration and all associated course proposals; vote taken; motion approved.*
  
  - b. New Program Proposal – Bachelor of Science – Entrepreneurship Concentration  
*No discussion.*  
*Motioned and seconded to approve the BS – Entrepreneurship Concentration and all associated course proposals; vote taken; motion approved.*
  
  - c. Program Modifications – Accounting and Bookkeeping  
*Discussion:*  
Question: ACC 162 is being removed from the programs; is it being deleted? Per Vikki: Not yet, they are still planning to offer it as needed to accommodate current students.  
Comment: The c-map is still being worked on.  
Question and discussion: Regarding the new progression plan process.  
*Motioned and seconded to approve the program proposals; vote taken; motion approved.*

- d. Business Office Pro and CSA AAS Program Modifications and new course CSA 214

*Discussion:*

Question about CSA 214 learning outcome: Philip confirmed that verb use is appropriate.

Question: Have there been any graduates from the Business Office Pro program since it was modified from Admin Office Pro? Per Philip, there have. Suggested that Philip contact IER and let them know that this program is not showing in their graduation data report.

*Motioned and seconded to approve the proposals; vote taken; motion approved.*

- e. ECE Program Modifications and deletion of ECE AAS; associated course modifications

*Discussion:*

Per Tara, they were asked to delete the AAS by Dr. Ryan because it was determined that the AAS in ECE did not have enough graduates, graduates do not earn a living wage, and YC has too many degrees. The recommendation was to concentrate on the certificates and the AA with an ECE intent (already in place).

Question: Did the ECE Advisory Committee recommend deletion? Tara indicated that she had not met with them after the decision, but she notified them by email, and per their responses, they were surprised and upset.

Question: Was there a recommendation to delete based on the program review process? No, the program just went through the review process, which was positive.

Comment regarding our state-of-the-art FEC facility and lab school.

Discussion regarding the need for some students to attain a degree (e.g., DES certification) and that ECE students, while there are exceptions, do not need to transfer to a bachelor's program.

Comment: Students could instead complete an Associate of General Studies, which has more hours open for major and elective studies than an AA. Also noted that there are currently 41 major and 19 gen ed hours in the ECE AAS; the AGS requires 28 gen ed and 32 major studies.

Perhaps the AGS would be an option if the major studies hours are "tightened up" and a couple moved up as required gen ed.

Discussion regarding asking all Yavapai County students to attend the FEC for their practicum hours and the impact on degree completion.

*Motioned and seconded to not approve the proposals; vote taken; voted to not approve with three abstentions.*

- f. Automated Industrial Tech Certificate and other Program Modifications; associated course proposals

*Discussion:*

Questions about learning outcomes and matching to program outcomes. Minor editorial changes were made.

*Motioned and seconded to approve the proposals with minor editorial changes; vote taken; motion approved.*

- g. New Program and Course – LPN Certificate and NSG 190

*Motioned and seconded to approve.*

*Discussion:*

Jennifer asked that we confirm that she set up the correct lab ratio as 3:1 (rather than 2:1 for clinical).

*Motioned and seconded to approve the proposals; vote taken; motion approved.*

III. Other

- a. Reminder: We have meetings scheduled every week coming up.

- b. Reminder about the HLC visit

The peer review team would like to meet with the Curriculum Committee.

The itinerary for December 12 & 13 will be sent out when established.

IV. Adjournment