

**Curriculum Committee Friday,
September 20th at 1:30 pm
Microsoft TEAMS Meeting
Minutes**

Attendees:

Katherine Wickes, Amy Winningham, Keith Combrink, Lee Winningham, Michelle Marburger, Richard Hobbs, Shelly Peacock, April Kinkead, Charles Smith, Elmer Godeny, Marshall Rich, Max Hibbs, Michelle Trubenstein, Marcelo Bussiki, Jay Anderson, George Guajardo, Michelle McGehee, Linda Gray, Kristi Urban, Shonda Whetstone, Robert Stanberry, Cyndi Klausmeyer, Carol Wiggins, Cody Stelter, Nathan Krueger

Call to Order Announcements: 1:31 pm

Verification of voting Quorum

Proxies: Shelly Peacock for Deborah Vavra, Shonda Whetstone for Brandon Franke, Carol Wiggins for David Fleeger

Approval of the Minutes from August 16, 2024: Michelle Trubenstein moved to approve with noted changes (correction of typos). April Kinkead seconded.

Vote: AKA Y 2, BUSI Y 2, ECTI Y1, HLTH Y 2, HUM Y 2, NPS Y 1, SS Y 2, ATWED Y 2. Motion passed.

OLD BUSINESS:

- **Possible nomination and election of Secretary:**
 1. **Keith Combrink nominated themselves. Seconded by Michelle Marburger.**
 2. **April Kinkead moved to approve Keith Combrink as Secretary, Seconded by Marshall Rich.**

Vote: AKA Y 2, BUSI Y 2, ECTI Y1, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed. Keith Combrink will serve as Secretary for the 2024-2026 term.

NEW BUSINESS:

- **Arts, Kinesiology, and Agriculture**
 3. **AGRI 1309 – Course Proposal**

Nathan Krueger – This course is a new course on basic use of computers in agriculture. Need to bring into Banner and Curriculog. It is a course that is required for the SHSU transfer pathway. The CRT was aware of the need to create the course to align with degree programs. April Kinkead moved and Michelle Marburger seconded.

Vote: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

- **Social Sciences**
 1. **Legal Office Certificate 2 – Program Change**

Robert Stanberry: Currently have a slot with a single course listed. Hoping to add additional legal and office related courses to provide flex of students in completing

their degree. All changes were approved by the CRT and Advisory Committee and did not create a negative impact on the balance of ACGM and WECM courses required of the program. Charles Smith moved and Richard Hobbs seconds.

Vote: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

- **Applied Technology and Workforce Education**

1. Power Line Worker AAS – Program Deletion
2. Power Line Worker Certificate 2 – Program Deletion
3. Power Line Worker Certificate 1 - Program Deletion
4. Power Line Worker OSA - Program Deletion

Richard Hobbs presenting: Power Line Worker program are being done away with due to lack of interest, enrollment, and resources. Those started in 2019 with a program that peaked with 2 individuals. The program deletion has been approved by Advisory Board. Jay Anderson asked about teach-out and deletion approval by SACS COC. This teach-out program is approved by SACS-COC. Michelle Trubenstein voted to consider these as a batch. Max Hibbs seconded.

Vote to review as a batch: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

April Kinhead moved to approve deletions: Shelly Peacock seconded.

Vote: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

5. Surveying AAS - Program Deletion
6. Surveying Certificate 2 - Program Deletion
7. Surveying Certificate 1 - Program Deletion
8. Surveying OSA - Program Deletion

Richard Hobbs: Surveying programs are being done away with due to low enrollment and lack of interest/resources. The program deletion has been approved by Advisory Board. Jay Anderson asked about teach-out and deletion approval by SACS COC. This teach-out program is approved by SACS-COC. Richard Hobbs moved to consider as a batch and Michelle Marburger seconded.

Vote to review as a batch: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

April Kinhead moved to approve deletion; Michelle Trubenstein seconded.

Vote: AKA Y 2, BUSI Y 2, ECTI Y2, HLTH Y 2, HUM Y 2, NPS Y 2, SS Y 2, ATWED Y 2. Motion passed.

Announcements

Vice Chancellor Bussiki asked Deans to look at courses that are within College Catalog and recommended courses within the Curriculum. If a course has not been offered during the past 5 years or if it is not accurately reflected in the College Catalog, work with Kristi Urban and the Curriculum Committee chair to take action to propose, delete or change a course or program offering. This will allow us better compliance for THECB

standards for programs/courses.

Adjournment - Marshall Rich moved and Richard Hobbs seconded. Adjourned at 2:08 pm

Next Meetings: 10/18, 11/15, 12/20 (if needed)