

**Curriculum Committee**  
**Friday, January 17<sup>th</sup> at 1:30pm**  
**Microsoft TEAMS Meeting**  
**Minutes**

**Attendees:** Elmer Godeny, Irma Valez, Jay Anderson, Amy Jones, Brandon Franke, Richard Hobbs, Katherine Wickes, Marcello Bussiki, Charles Smith, Max Hibbs, April Kinkead, David Fleeger, Brandy Ermis, Sandra Chumchal, Marshall Rich, Mark Workman, Lisa Leopold, Lisa Caton, Karla Ross, Jimmy Byrd, Justin Nobles, Jason Loyd, George Guajardo, Amy Winningham, Deborah Vavra, Michelle McGehee, Michelle Trubenstein, Sandra Chumchal, Michelle Marburger, Linda Gray, Shelly Peacock, Kristi Urban, Lee Winningham, Ashley Davenport, Cyndi Klausmeyer

**Call to Order 1:30 PM - Katherine Wickes**

**Announcements 1:30 PM**

**Verification of voting Quorum -Katherine Wikes**

Michelle Trubenstein will have Michelle Marburger as proxy for part of today's meeting

**Approval of Minutes**

Motion to approve the minutes by Charles Smith seconded by Michelle Marburger

Vote: AKA Y2, BUSI Y2, ECTI Y1, HLTH Y2, HUM Y2, NPS Y2, SS Y2, ATWED Y2. Motion passed.

**NEW BUSINESS:.**

Katherin Wickes - Nominations for the chair-elect position for the 2026-2028 term are now being considered

- **Health Sciences**

1. **Course Change: EMSP 1356**

Michelle Trubenstein- A fee increase is proposed to reflect an increase in the cadaver fee for the EMT airway training lab due to an increase in the cost for the cadavers. The fee increase will need to be approved by the Trustee's board at next month's meeting. CRT and advisory board approval is not needed for an existing fee increase.

Richard Hobbs moved to approve the proposal seconded by Debra Havra.

Vote: AKA Y2, BUSI Y2, ENG Y2, ECTI Y1, HLTH Y2, HUM Y2, NPS Y2, SS Y2, ATWOOD Y2. Motion passed.

2. **Course Creation: FIRT 1301**

Michelle Trubenstein – FIRT 1301 is an introductory course being added as an elective offering for dual credit for high school students to encourage interest in Fire Safety program. This does not require a degree plan change as this is an elective. This change has been endorsed by the advisory committee and will be approved at the next advisory committee meeting.

Michelle Marburger moved to approve the proposal seconded by David Fleeger.

AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWOOD Y2. Motion passed.

**3. Course Change: FIRT 1303, FIRT 1319, FIRT 2309**

Michelle Trubenstein – Fees for outside testing are no longer needed for FIRT 1303, FIRT 1319, FIRT 2309. It is proposed that these fees be removed for these courses. Jay Anderson commented that these changes were approved by the advisory committee.

Brandon Franke Moved that the three fee changes be approved as a batch and approved as presented. Richard Hobbs seconded the motion.

Vote: AKA Y2, BM Y1, ECTI Y2, HS Y2, HUM Y2, NPS Y2, SS Y1, ATD Y2.

FIRT2488 is to be changed to a summer-only offering in the catalog so students can gain the necessary 20 internship hours over the 10-week summer term. Jay Anderson noted that the course has advisory committee approval.

Michelle Marburger moved to approve the proposal seconded by Deb Vavra.

AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2. Motion passed

**4. Program Change: Fire Science Technology**

Added FIRT 1301 to the degree program. The schema was updated to add GOV2305 or GOV2306 to the Fire Safety degree. Jay Anderson noted that the change was approved by the advisory committee.

Charles Smith moved to approve the proposal seconded by Deborah Vavra.

AKA Y2, BM Y1, ECTI Y2, HS Y2, HUM Y2, NPS Y2, SS Y1, ATOOD Y2.

Motion passed

Michelle Trubenstein passes to Michelle Marburger as proxy.

**5. Course Change: RNSG 1140, RNSG 1162, RNSG 2231**

Karla Ross presented a proposed increase in the fee due to increased cost for simulations in the lab RNSG1162 has added to lab fee of \$35. RNSG1140 is adding standardized testing fees that were part of other similar courses. RNSG 2231 is adding a standardized testing fee from ATI.

A motion to consider and approve the proposal as a batch was made by Michelle Marburger and seconded by Richard Hobbs.

Vote: AKA Y2, BM Y1, ECTI Y2, HS Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2. Motion passed

**6. Course Change: VNSG 1262, VNSG 1360, VNSG 1661**

Michelle Marburger indicated a need for an increase in testing fees for these

courses to cover an increase in the ATI testing fees for the courses. CRT and advisory board approval are not needed. The fee increase does require Trustee Board approval.

A motion to consider and approve the proposal as a batch was made by Brandon Franks and seconded by Deborah Vavra.

Vote: AKA Y2, BM Y1, ECTI Y2, HS Y2, HUM Y2, NPS Y2, SS Y1, ATWOOD Y2.  
Motion passed

**7. Course Change: HART 2331, HART 2336, HART 2358**

Richard Hobbs described an issue with students getting into these advanced classes without taking the proper prerequisites. Banner does not have the correct prerequisites to prevent these registrations. HART1401 is the required prerequisite or a corequisite CNBT 1210. The language in Banner needs to be changed to reflect the course requirements. Cyndi Klausmeyer advised that this is the best path to fix this issue.

A motion to batch approve these changes was made by Michelle Marburger and seconded by Deborah Vavra.

Vote: AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2.  
Motion passed

**8. Course Deletion: DIRW 0238**

**9. Course Deletion: DIRW 0238**

**10. Course Change: DIRW0327**

Sandra Chumchal presented the following recommended changes to DIRW 0238. The DIRW 0328 course will be deleted due to low enrollment. The students will move to DIRW 0327 in the Fall. The course change for DIRW 0237 is that a lab fee is no longer needed, so it is recommended that the lab fee be deleted.

Motion to delete DIRW 0238 was made by Michelle Marburger and seconded by David Fleeger

Vote: AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2.  
Motion passed

Course Change: DIRW 0327

Motion to remove the lab fee for DIRW 0237 was made by Charles Smith seconded by Deborah Vavra

Vote: AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2.  
Motion passed

**11. Course Deletion: FREN 2311 and FREN 2312**

Irma Valdez presented a proposal for course deletion of these two classes. This proposal was approved by the CRT due to low enrollment. This deletion will not impact any degree programs because these course are electives.

Charles Smith made a motion to consider the course deletions as a batch and approve the course deletions. The motion was seconded by Michelle Marburger.

Vote: AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2.  
Motion passed

## **12. Program Change: AAS Early Childhood Education**

Amy Jones indicated the program was asked to make specific course requirements for the program. These specific requirements created additional paperwork if alternate courses were substituted. The proposal allows the selection of a course from a group of courses within a subject to allow flexibility for transferring students as well as current students. The CRT has approved these changes.

Brandon Franke motioned for the approval of this degree plan change. Deborah Vavra seconded the motion

Vote: AKA Y2, BM Y1, ECTI Y2, HLTH Y2, HUM Y2, NPS Y2, SS Y1, ATWED Y2.

Motion passed

## **13. Natural and Physical Sciences**

### **a. Program FYI Update: Veterinary Technology**

Elmer Godeny shared that the Veterinary Technology program changes only the sequence of course that are taken. The course requirements have not changed.

This eliminates duplication in the presentation of class materials.

## **• Dual Credit Updates**

Dual Credit is looking to expand CTE offerings to meet the HB8 15 hr benchmark to offer US History I and II, ENG1301, 1302 GOV2305 to meet the 15 hr requirement.

Marcello Bussiki mentioned that the course changes are in multiple locations. All program changes need to be reflected in the college catalog, degree plan and Banner so that all systems are consistent. Credit by examination is possible and we can offer this for classes that do not have a fee. Students will be required to pay for the class. The charge for the class will be determined by the division. Allied Health has experience in this area if a division has a question about developing this testing pathway.

Any core curriculum changes need to be approved by the February meeting.

Kristi Urban noted that the course changes will need to be finished before students start registering on March 19<sup>th</sup>. If these changes are not completed, the students will need to be dropped and reenrolled.

Any changes should be discussed by the February Curriculum meeting.

A motion to adjourn the meeting was made by Michelle Marburger. The meeting was adjourned at 2:25 PM.

## **Spring 2025 Meeting Dates**

**2/21, 3/21, 4/25, 5/16 (if needed)**

## **Adjournment**