

Curriculum Committee Minutes

December 7, 2023

Location: TDC Boardroom 1.162 & HRC Conference Room 1.279

PRESENT:

Voting Committee Members

Chair- Mimi Pentz (Nursing/Health)

Vice Chair- Andrea LoMonaco (Business)

Pam Morse (Math)

Kristen Booth (Pre-College)

Robert Wells-Clark (Ind/Trade)

Stephen Shwiff (Social Science)

Emilie Miller (Science)

Rebecca Schwartz (Inst Dean)

Non-Voting Committee Members

Susan Lewis (Curriculum)

Mary Martin (Student Services)

Jarett Gilbert (VP Instructional Services)

Guests

Jim Pytel

Supporting Staff

Sara Wade (Instructional Services)

ABSENT

Voting Members

Jenn Kamrar (Art,Cult,Comm)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order: 3.35 pm	Meeting was called to order at 3:35pm by Chair Mimi Pentz.	
Approval of November 16, 2023	Motion: approve as written	Motion: Rebecca 2nds: Robert 7 in favor – 0 opposed – 0 abstains
Old Business:		
Contact Hour Definitions – Postponed until January 25 th meeting	Quick update for Kristen Booth: Kristen shared that she had finished gathering the information from other colleges across the country. She is beginning to create a document to show how this information could be implemented into CGCC. Kristen, Pam & Jarett will continue	

	to work on this and bring to the January meeting for the committee to have a group review and give feedback.	
Submissions:		
USACE Level 1 (New Limited Entry Certificate)	<p>Jim Pytel explained that these three certificates were designed with and for the USACE (U.S. Army Corps of Engineers) to send their employees to gain specific skills need for progression in the workplace.</p> <ul style="list-style-type: none"> Limited entry to just the Corp of Engineer Employees USACE students will be blended in with the Degree seeking EM-Tech students in the same classes. The USACE students will be exempt from the other Gen Ed & prerequisite requirements. Building blocks to start an apprenticeship program over the next few years Possible opportunity later for USACE students to use their job experience and expertise to gain credit through CPL, to help them gain the Certificate or Degree. The USACE certificates take two-years to complete for each certificate. The certificates are not meant to provide an accelerated program. <p>Motion: approve as written</p>	<p>Motion: Kristen 2nds: Pam 8 in favor – 0 opposed – 0 abstains</p>
USACE Level 2- Mechanics (New Limited Entry Certificate)	Motion: approve as written	<p>Motion: Andrea 2nds: Andrea 8 in favor – 0 opposed – 0 abstains</p>
UASCE Level 2- Operations and Electricians (New Limited Entry Certificate)	Motion: approve as written	<p>Motion: Pam 2nds: Pam 8 in favor – 0 opposed – 0 abstains</p>
Information:	<p>Susan shared that the submission forms have been updated on the CGCC website. She wanted to make sure that all were aware and to double check that they are using the updated forms when turning in submissions.</p> <p>The new opt out form will be coming to CC for review in the next few months.</p>	

Meeting Adjourned: 4:55pm

Robert motioned to end the meeting, Andrea 2nded to end the meeting. The meeting ended at 4:23pm. All in favor.

Next Meeting: January 25, 2024