

Curriculum Committee Minutes
 November 05, 2020, 3:30 pm – 5:00 pm
 Location: Due to State Social Distancing requirements, this meeting is held via Zoom

PRESENT

Voting Committee Members

Chair – Kristen Booth (Pre-College)
 Vice Chair - Zip Krummel (Social Science)
 Courtney Cunningham (ESOL)
 P.K. Hoffman (Arts & Hum)

Steve Holman (Inst Dean)
 Ashley Mickels (CTE)
 Emilie Miller (Science)
 Pam Morse (MTH)

Non-Voting Committee Members

Susan Lewis (Curriculum)
 Jarett Gilbert (VP Instructional Services)

Mary Martin (Student Services)

Support Staff

Gail Gilliland

Guests

Andy Carmicheal, Janette Harrington, Mary Kramer, Robert Wells-Clark

ABSENT

Voting Committee Members

Katy Jablonski (WR/FL/Eng)
 Mimi Pentz (Nurs/Hlth Occ)

Non-Voting Committee Members

Item	Discussion	Action
Call to Order	Meeting called to order by Chair Kristen Booth at 3:30 pm	
Business		
Approve October 22, 2020 minutes	October 22, 2020 minutes approved as written	Motion: Kristen 2 nd : Pam Action: 6 in favor – 0 Opposed – 0 abstentions

<p>Action Item Update</p>	<p>PK joins meeting at 3:38</p> <p>September 24 Action Items</p> <ul style="list-style-type: none"> i. Katy will take the writing discussion to her department. [regarding possible revision to standard prerequisites] <ul style="list-style-type: none"> • Katy is absent <p>October 8 Action Items</p> <ul style="list-style-type: none"> ii. Steve will bring suspension information to share with the Curriculum Committee. <ul style="list-style-type: none"> • Steve is waiting on information 	
<p>Submissions</p>		
<p>ABE 80 Pre-College Math I (New Non-Credit Course)</p>	<p>Kristen introduces Andy Carmicheal and and Janette Harrington to the Curriculum Committee.</p> <p>Steve moves to open discussion, Zip 2nds. Kristen opens ABE 80 to discussion.</p> <p>Andy presents a brief background of the difference between GED and ABE. GED is for students looking to get their GED while ABE is for those students who already have their GED or High School diploma.</p> <p>Susan would like each course voted on separately. Steve agrees, but would like courses combined for voting.</p> <p style="text-align: center;">Motion approve as written</p>	<p>Motion: Steve 2nd: Zip Action: 7 in favor – 0 Opposed – 0 abstentions</p>
<p>GED 80 Pre-College Math I (New Non-Credit Course)</p>	<p>Zips moves to open discussion, Steve 2nds. Kristen opens GED 80 to discussion.</p> <p style="text-align: center;">Motion approve as written</p>	<p>Motion: Zip 2nd: Steve Action: 7 in favor – 0 Opposed – 0 abstentions</p>
<p>ABE 90 Pre-College Math II (New Non-Credit Course)</p>	<p>Steve moves to open discussion, Zip 2nds. Kristen opens ABE 90 to discussion.</p> <p style="text-align: center;">Motion approve as written</p>	<p>Motion: Steve 2nd: Zip Action: 7 in favor – 0 Opposed – 0 abstentions</p>

GED 90 Pre-College Math II (New Non-Credit Course)	Zip moves to open discussion, Steve 2nds. Kristen opens GED 90 to discussion. Motion approve as written	Motion: Zip 2nd: Steve Action: 7 in favor – 0 Opposed – 0 abstentions
CT 101 Tools and Shop Safety (New CTE Course)	Zip moves to open discussion, Pam 2nds. Kristen opens CT 101 to discussion. Mary introduces the Construction Technology program. There will be two short certificates introduced within the program. An instructor should be hired in January. Brief discussion ensues regarding when Math 98 will need to be taken. The Math department would like to know when Math 98 should be taken. Math 98 is a prerequisite option which can be filled by MTH 60 or it can be tested out of. There is no specific term in which it is required or needed to be taken. CT stands for Construction Technology. It is noted that two letter prefixes are rare at CGCC; however, they do exist. Motion approve as written	Motion: Zip 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
CT 102 Footings and Foundations (New CTE Course)	Steve moves to open discussion, Pam 2nds. Kristen opens CT 102 to discussion. The minimum age allowed to be a student within the program is 17, 16 or younger need parental permission. Recommendation to review age requirements for ladder use in a course. Be prepared to make necessary arrangements to address this. Motion approve as written	Motion: Steve 2nd: pam Action: 7 in favor – 0 Opposed – 0 abstentions
CT 103 Building Materials and Methods (New CTE Course)	Pam moves to open discussion, P.K. 2nds. Kristen opens CT 103 to discussion. Motion approve as written	Motion: Pam 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions

CT 104 Floor Framing (New CTE Course)	Steve moves to open discussion, Pam 2nds. Kristen opens CT 104 to discussion. Note: see grammatical error in course content Motion approve as written	Motion: Steve 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
CT 105 Wall and Ceiling Framing (New CTE Course)	Zip moves to open discussion, P.K. 2nds. Kristen opens CT 105 to discussion. Motion approve as written	Motion: Zip 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions
CT 106 Roof Framing (New CTE Course)	Steve moves to open discussion, Pam 2nds. Kristen opens CT 106 to discussion. Motion approve as written	Motion: Steve 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
CT 110 Electrical Wiring Basics (New CTE Course)	Steve moves to open discussion, P.K. 2nds. Kristen opens CT 110 to discussion. Motion approve as written	Motion: Steve 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions
CT 111 Plumbing Basics (New CTE Course)	Pam moves to open discussion, Courtney 2nds. Kristen opens CT 111 to discussion. Motion approve as written	Motion: Pam 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions
CT 112 Basic Stair Construction (New CTE Course)	Pam moves to open discussion, Courtney 2nds. Kristen opens CT 112 to discussion. Brief discussion ensues regarding course number sequence. There is a break in the sequencing, with the idea of leaving space to insert new courses from 107 to 111 in the future. Motion approve as written	Motion: Pam 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions

CT 113 Building Decks and Porches (New CTE Course)	Steve moves to open discussion, Pam 2nds. Kristen opens CT 113 to discussion. Motion approve as written	Motion: Steve 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
Construction Technology (New Certificate)	Pam moves to open discussion, P.K. 2nds. Kristen opens Construction Technology (New Certificate) to discussion. Brief discussion ensues regarding the advisory committee. When the fulltime faculty comes on board the advisory committee will be formed. This information is found below the box stating that the advisory committee will be formed in January. This course will not need to go through Curriculum Committee again once the advisory committee is formed. Motion approve as written	Motion: Pam 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions
Basic Construction (New Certificate)	Pam moves to open discussion, Courtney 2nds. Kristen opens Basic Construction (New Certificate) to discussion. Motion approve as written	Motion: Pam 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 151 Fabrication Processes 1 (New CTE Course)	Steve moves to open discussion, Pam 2nds. Kristen opens to discussion. Robert Wells-Clark introduces the MFG courses. The MFG courses are expanding on the LTOY courses. These new courses will provide the student with the skill set needed to advance in the manufacturing career. The courses focus in on welding of joints and building an actual product. It is a competitive take on the other welding programs across the State. The manufacturing program is built on employer feedback. We have a good connection with the local high schools. MFG 150, which is the prerequisite for MFG 151 is the CGCC beginning welding course. Motion approve as written	Motion: Steve 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions

MFG 152 Fabrication Processes 2 (New CTE Course)	Steve moves to open discussion, Courtney 2nds. Kristen opens to discussion. Motion approve as written	Motion: Steve 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 156 Integrated Manufacturing 1 (New CTE Course)	Zip moves to open discussion, P.K. 2nds. Kristen opens to discussion. Motion approve as written	Motion: Zip 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 157 Integrated Manufacturing 2 (New CTE Course)	Steve moves to open discussion, Courtney 2nds. Kristen opens to discussion. Motion approve as written	Motion: Steve 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 281 Aluminum GTAW/TIG Fabrication Processes 1 (New CTE Course)	Steve moves to open discussion, P.K. 2nds. Kristen opens to discussion. Motion approve as written	Motion: Steve 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 282 Aluminum GTAW/TIG Fabrication Processes 2 (New CTE Course)	Emilie moves to open discussion, Pam 2nds. Kristen opens to discussion. Motion approve as written	Motion: Emilie 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 285 Stainless Steel GTAW/TIG Welding (New CTE Course)	Ashley moves to open discussion, P.K. 2nds. Kristen opens to discussion. Brief discussion ensues regarding retaking the course for additional credit. It is explained that the course can be retaken, but not for additional credit. If retaken, the highest grade will go into the student record. Motion approve as written	Motion: Ashley 2nd: P.K. Action: 7 in favor – 0 Opposed – 0 abstentions

MFG 286 Stainless Steel GTAW/TIG Fabrication 1 (New CTE Course)	Pam moves to open discussion, Courtney 2nds. Kristen opens to discussion. Motion approve as written	Motion: Pam 2nd: Courtney Action: 7 in favor – 0 Opposed – 0 abstentions
MFG 287 Stainless Steel GTAW/TIG Fabrication 2 (New CTE Course)	Ashley moves to open discussion, Pam 2nds. Kristen opens to discussion. Motion approve as written	Motion: Ashley 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
Advanced Manufacturing Technology (New Certificate)	Steve moves to open discussion, Pam 2nds. Kristen opens to discussion. The LTOY that we have now is turning into this certificate. Student size during Covid is at 8 students. Normally 15 students per course. In the new lab there will be a 25 student maximum. The new courses should help with retention. Robert would like to thank Susan for her help in making these certificates. Motion approve as written	Motion: Steve 2nd: Pam Action: 7 in favor – 0 Opposed – 0 abstentions
Discussion Items:		
1. None	Susan does not have any other discussion items. Kristen shared a good book, Deep River, written by a friend from P.K. Next meeting, Ashley will bring forward some ECE submissions and Kristen will bring forward some Pre-College writing courses	
Meeting Adjourn: 4:36 pm	Zip Moves, P.K. 2 nd – 7 yes	
Next Meeting: November 19, 2020		