

**Curriculum Committee Minutes  
October 7, 2021 3:30 pm – 5:00 pm**

**Location:** TDC Room 1.162 (Boardroom) and HRC 1.209 (conference room)

**Zoom Link:** <https://cgcc.zoom.us/j/95924302636>

**PRESENT:**

**Voting Committee Members**

Chair- Stephen Shwiff (Social Science)  
Vice Chair- Pam Morse (Math)  
P.K. Hoffman (Arts & Hum)  
Andrea Ware (CTE)  
Mimi Pentz (Nurs/Hlth)

Courtney Cunningham (ESL)  
Katy Jablonski (ESL)  
Rebecca Schwartz (Inst Dean)  
Emilie Miller (Science)

**Non-Voting Committee Members**

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

Mary Martin (Student Services)

**Supporting Staff**

Sara Wade (Curriculum)

**Guest**

Robert Clark, Glen Wood, Mary Kramer, Leigh Hancock

**ABSENT**

**Voting Committee Members**

Kristen Booth (Pre-College)

**Non-Voting Committee Members**

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Call to Order: 3:35pm</b>	Chair Stephen Shwiff called meeting to order at 3:35pm.	
<b>Approval of September 23, 2021 minutes</b>	<b>Committee did not approve meeting minutes for September 23, 2021.</b>	
<b>Old Business:</b>		
<b>1. Information Item: ART 232, 254, 271, 287</b>	Stephen explained the approval of Emergency Revision request changing credit and contact hours for ART 232, 254, 271, 287 – approved via email (10-0-0)	

<b>New Business:</b>		
<b>Submissions:</b>		
<b>Robert Clark</b>		
WLD 195: Welding Technology I (Course Revision: prfx, cont, text/mat)	Robert Clark explains the prefix change to the WLD 195  <b>Motion: approved as written</b>	Motion: Courtney 2nds: Katy 6 in favor – 0 opposed – 0 abstains
MFG 150: Manufacturing Processes (Course Revision: des, req, cont, text/mat)	Stephen asked for overall clarification of the changes the MFG. Robert & Susan explained the course changes were primarily for updating the requisites to allow for a different order of offer in terms. In addition, the courses were updated to the new course outcome guide requirements for content and text/materials.  Question arose why there is a prerequisite that is higher than course. Stephen and Susan explained that there is no rule that prerequisites have to be in numeric order. Robert also explained that the prefix change for WLD 195, will help the confusion that student have when it comes to enrolling into the right course.  <b>Motion: approve as written</b>	Motion: Pam 2nds: Courtney 6 in favor – 0 opposed – 0 abstains
MFG 155: Blueprint Reading (Course Revision: des, req, cont, text/mat)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Pam 6 in favor – 0 opposed – 0 abstains
MFG 280: Aluminum GTAW/TIG Welding (Course Revision: des, req)	Robert explained that MFG 280 & 281 are to be taught in the same term, as the skills taught in both classes build on each other, and how that would be accomplished using a block format. One course would be taught in the first half of the term and the second in the second half of the term.  A discussion how MFG 280 & 281 would be taught, and to clear up any confusion from the committee members.  <b>Motion: approve as written</b>	Motion: Courtney 2nds: Rebecca 6 in favor- 0 opposed – 0 abstains
MFG 281: Aluminum GTAW/TIG Fabrication Processes 1 (Course Revision: des, req)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Courtney 6 in favor – 0 opposed – 0 abstains

MFG 285: Stainless Steel GTAW/TIG Welding (Course Revision: des, req)	<b>Motion: approve as written</b>	Motion: Andrea 2nds: Emilie 7 in favor – 0 opposed – 0 abstains
MFG 287: Stainless Steel GTAW/TIG Fabrication 2 (Course Revision: des, req)	<b>Motion: approve as written</b>	Motion: Katy 2nds: Courtney 7 in favor – 0 opposed – 0 abstains
<b>Glen Wood &amp; Mary Kramer</b>		
CT 114: Windows and Exterior Doors (Course Revision: title, des, out, cont)	Glen Wood explains the changes for CT 114.  <b>Motion: approve as written</b>	Motion: Katy 2nds: Andrea 7 in favor – 0 opposed – 0 abstains
CT 221: Advanced Materials and Methods (New CTE Course)	Glen explains that the new Construction Technology courses and degree are a continuation of the 1 <sup>st</sup> year certificates, making a 2 <sup>nd</sup> year of courses to complete the Construction Technology AAS.  <b>Motion: approve as written</b>	Motion: Emilie 2nds: Courtney 7 in favor – 0 opposed – 0 abstains
CT 222: Advanced Foundations: Concrete (New CTE Course)	<b>Motion: approve as written</b>	Motion: Andrea 2nds: Pam 7 in favor – 0 opposed – 0 abstains
CT 223: Fences, Handrails and Gates (New CTE Course)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Katy 7 in favor – 0 opposed – 0 abstains
CT 224: Interior and Exterior Finishes (New CTE Course)	<b>Motion: approve as written</b>	Motion: Courtney 2nds: Pam 7 in favor – 0 opposed – 0 abstains
CT 230: Roofing and Siding (New CTE Course)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Andrea 7 in favor – 0 opposed – 0 abstains

CT 231: Sheetrock/Drywall Basic (New CTE Course)	<b>Motion: approve as written</b>	Motion: Pam 2nds: Andrea 7 in favor – 0 opposed – 0 abstains
CT 232: Flooring Basics (New CTE Course)	<b>Motion: approve as written</b>	Motion: Pam 2nds: Emilie 7 in favor – 0 opposed – 0 abstains
CT 233: Green Building (New CTE Course)	<b>Motion: approve as written</b>	Motion: Courtney 2nds: Andrea 7 in favor – 0 opposed – 0 abstains
CT 234: Practicum: Remodeling Projects (New CTE Course)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Katy 7 in favor – 0 opposed – 0 abstains
CT 235: Practicum: Community Projects (New CTE Course)	<b>Motion: approve as written</b>	Motion: Rebecca 2nds: Pam 7 in favor – 0 opposed – 0 abstains
CT 236: Project Leadership (New CTE Course)	<b>Motion: approve as written</b>	Motion: Andrea 2nds: Courtney 7 in favor – 0 opposed – 0 abstains
Construction Technology AAS (New Degree)	<b>Motion: approve as written</b>	Motion: Courtney 2nds: Katy 7 in favor – 0 opposed – 0 abstains
<b>Leigh Hancock</b>		
WR 122: English Composition (Course Revision: title, out, cont, text/mat)	Leigh explained the reasoning behind the title change of WR 122, a way to end the confusion for students about what WR 122 is teaching as well as show progression from WR 121 which had the same title.  <b>Motion: approved as written</b>	Motion: Courtney 2nds: Pam 7 in favor – 0 opposed – 0 abstains

<p><b>Committee Action:</b></p> <p>1. WR 121 English Composition – discussion of potential request for Gen Ed designation</p>	<p>Mary explained why the CTE programs would like to see WR 121 as a Gen Ed designation, as students and industry partners have to pay for an extra 4 credits on top of the 16 Gen Ed credits, as these students are already coming with hands on knowledge and skill.</p> <p>Susan shares the information she gathered from the state’s Curriculum Specialists: 1 reported that WR 121 has a Gen Ed designation and 4 reported that it did not have this designation. Their explanation centered on a technical reason: WR 121 is listed as a foundational requirement for the AAOT, and we may not double dip between Gen Ed &amp; foundational requirement courses for the AAOT degree. It was thought that to have WR 121 as fulfilling Gen Ed would be confusing for students.</p> <p>A discussion on what the CGCC requirements are for a Gen Ed designation. To be a Gen Ed course, the course has to major in the first 2 ILOs and minor in at least 1 of the 3 remaining ILOs.</p> <p>Leigh explained that the WR 121 course covers the first 2 ILOs but doesn’t address 1 of the 3 remaining ILOs even as a minor designation, making it not fulfill CGCC’s Gen Ed requirements.</p> <p>The writing department would like to keep WR 121 as a foundational course and to not change it to a Gen Ed.</p> <p>Suggestion of waiving the requirement for WR 121 for industry partners and their apprentices for CTE AAS degrees. Discussion also revolved around the number of required Gen Ed credits (16) for the AAS degree. Could this number be lowered?</p> <p>Committee agreed to have Mary, Jarett and the CTE program explore deeper into this topic and bring back to the Curriculum Committee’s table or take it to Instructional Council.</p>	
<p><b>Meeting Adjourned: 5:03</b></p>	<p><b>Andrea motioned to end the meeting, P.K. seconded. Meeting ended at 5:03pm</b></p>	<p>Motioned: Andrea 2nds: P.K.</p>
<p><b>Next Meeting: October 21, 2021</b></p>		