

Yavapai College Curriculum Committee
MEETING MINUTES
 Tuesday, October 1st, 2024 3:30-5:00 pm
 ZOOM

<u>Topic</u>	<u>Discussion</u>	<u>Action</u>								
Call to order/ Establish Quorum	<p>Committee Members: Alex Barber (Faculty Senate Rep), Diana Dowling*, Stacey Hilton, Sean Holmes (Div 5), Kim Howell*, Sheila Jarrell, Tiffany Kragnes (Div 2), Thomas Leavitt (Adj Rep), Charles Lohman (Div 2), Lindsay Masten (Div 3), Carolyn Meakins Farnsworth*, Trevor Nordin (Div 2), Emily Peek, Liz Peters (Chair, Div 1), Kathie Peterson (Div 4), Andrea Riffel, Tania Sheldahl, Sarah Southwick, Leslie Sparkman-Winsor*, Jaedyn Weathersby (Student Rep)</p> <p>Sponsors: Dr. Doug Berry, Dr. Marylou Mercado</p> <p>Guests: Dean Holbrook, Meghan Paquette, Kelsey Rumsey, Tracy Rogers, and Jason Ebersole.</p> <p><i>*=Not a Voting Member</i></p>	<p>Quorum was met with voting members.</p> <p>Members absent are in yellow.</p>								
I. Approval of Minutes	<p>1. Meeting Minutes from Tuesday, September 17, 2024</p> <ul style="list-style-type: none"> • One change to the meeting minutes: Title change to indicate Minutes, not Agenda. • Meeting minutes were approved unanimously. 									
II. New Business	<p>2. Curriculum Proposals</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Packages</th> <th style="text-align: left;">Proposal Type</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> Radiologic Technology AAS RAD 100, 111, 112, 135, 141, 142, 158, 161, 162, 170, 175, 185, 201, 202, 215, 250, 255 RAD 125, 155 </td> <td style="vertical-align: top;"> Program Modification Course Modifications Course Deletions </td> </tr> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • The Committee had a short discussion and there were questions related to the AAS, course progression and changes, credit and lab hours ensuring standardization for all courses according to policy, and the plan for current students. • The Committee reviewed what a Teach Out plan is and how it is involved in the curriculum and scheduling process. • Motion for Radiologic Technology AAS package was approved unanimously. </td> <td></td> </tr> <tr> <td style="vertical-align: top;"> Limited X-Ray Machine Operator Cert </td> <td style="vertical-align: top;"> New Program </td> </tr> </tbody> </table>	Packages	Proposal Type	Radiologic Technology AAS RAD 100, 111, 112, 135, 141, 142, 158, 161, 162, 170, 175, 185, 201, 202, 215, 250, 255 RAD 125, 155	Program Modification Course Modifications Course Deletions	<ul style="list-style-type: none"> • The Committee had a short discussion and there were questions related to the AAS, course progression and changes, credit and lab hours ensuring standardization for all courses according to policy, and the plan for current students. • The Committee reviewed what a Teach Out plan is and how it is involved in the curriculum and scheduling process. • Motion for Radiologic Technology AAS package was approved unanimously. 		Limited X-Ray Machine Operator Cert	New Program	
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	<p>RAD 101, 102, 103, 104</p> <ul style="list-style-type: none"> • RAD 103 & 104 were tabled to discuss these courses when the transition certificate is brought to the Curriculum Committee. • The Committee reviewed the Limited X-Ray Machine Operator Cert and future plan for YC students. Program Director Tracy Rogers informed the Committee there are outside agencies looking to hire for this profession and had requested it to be offered at YC. • The Committee discussed the progression plan and how the courses from the certificate would align and flow with the AAS. • Motion for the Limited X-Ray Machine Operator Certificate package was approved unanimously. 	<p>New Courses</p>	
<p>III. Discussion</p>	<p>3. Curriculum Committee Charter</p> <ul style="list-style-type: none"> • The Curriculum Committee Charter document had slight changes to personnel titles and simplified the language regarding the roles of the Tech Team. • The Committee discussed the language regarding Summer Meetings and how it affects faculty. The language in the Charter is consistent with other committee charters cross campus. • The Committee discussed stipends for adjunct faculty representatives. Adjuncts should be getting a stipend for the meetings outside the work day. • Motion was approved unanimously for the revised Curriculum Committee Charter document. <p>4. Course leveling document</p> <ul style="list-style-type: none"> • The Committee discussed the Course Leveling document and the history behind this document. The goal is to have a revised, working document that would provide a more specific guide for YC courses. • The Committee requested the Rigor Relevance Matrix be provided for review. <p>5. Reduced credit bachelor's degree</p> <ul style="list-style-type: none"> • Dr. Berry gave background, development and information on the three-year bachelor's degree. • The Committee discussed the BYU three-year bachelor's degree. • YC is currently working on a three-year BAS in Business and will hopefully be ready in Fall of 2025. 		<p>The Committee will take the Course Leveling document back to their departments for discussion and feedback. Emily will upload the</p>

	<ul style="list-style-type: none"> • The Committee discussed: The benefit of this degree to students, how the degree would transfer to other institutions, the value of a three-year degree versus a traditional bachelors, upper division course work, courses that would be used in the new three-year degree, and how it would work with students earning more than one degree at the same time. • The Committee discussed the Business Foundations Certificate being embedded into the new three-year degree. 	<p>Rigor Relevance Matrix to Curriculog.</p>
<p>IV. Adjournment</p>		
<p>Next Meeting</p>	<ul style="list-style-type: none"> • October 15th <ul style="list-style-type: none"> • BAS in Business and associated courses • AFR 201, 201L, 202, 202L • MUS 120, 245 • Bone Densitometry Cert, Computed Tomography Cert, Magnetic Resonance Cert, Women’s Health Imaging Cert, Limited X-Ray Transition Cert • ICE 100, 110, 150, 155, 200, 210, 250, 255 • RAD 103, 104 <p>The Committee discussed upcoming proposals.</p> • November 5th <ul style="list-style-type: none"> • ANT 232 • ART 100 • Nursing AAS and associated courses • AA in Elementary Education and associated courses • Early Childhood Education Basic Cert and associated courses • Early Childhood Education Advanced Cert and associated courses • November 19th • December 3rd • December 17th 	<p>The Committee will email comments/ questions on upcoming proposals to Emily Peek by Friday, October 4th to give the originators time to respond.</p>