

Yavapai College Curriculum Committee
Meeting Minutes
 Tuesday, October 15th, 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, Kim Howell*, Sean Holmes (Div 5), 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, Jason Ebersole, Lauri Dreher, Megan Hanna, An Pfister, Chris Tenney</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. Consent Agenda and Approval of Minutes	<ol style="list-style-type: none"> 1. Meeting Minutes from Tuesday, October 1, 2024 2. Curriculum Proposals <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>Computed Tomography Cert ICE 100, 110</td> <td>Program Modification Course Modifications</td> </tr> <tr> <td>Magnetic Resonance Cert ICE 200, 210</td> <td>Program Modification Course Modifications</td> </tr> <tr> <td>Women’s Health Imaging Cert ICE 250, 255</td> <td>Program Modification Course Modifications</td> </tr> <tr> <td>AFL 201, 201L, 202, 202L</td> <td>New Courses</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Meeting minutes and consent agenda items were approved unanimously. 	Packages	Proposal Type	Computed Tomography Cert ICE 100, 110	Program Modification Course Modifications	Magnetic Resonance Cert ICE 200, 210	Program Modification Course Modifications	Women’s Health Imaging Cert ICE 250, 255	Program Modification Course Modifications	AFL 201, 201L, 202, 202L	New Courses	
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II. New Business	3. Curriculum Proposals		
	Packages	Proposal Type	
	Rad Tech AAS <ul style="list-style-type: none"> • The Committee discussed Rad Tech AAS reappearing on the agenda due to electives being added to the program. The electives were not on the program when approved at the Oct 1 meeting. • Tracy Rogers explained the electives were added for Financial Aid and scheduling reasons and to allow flexibility for students. • Approved unanimously. 	Program Modification	
	Bone Densitometry Cert ICE 150, 155 <ul style="list-style-type: none"> • Tracy Rogers briefly discussed the details of the program and benefit to students, both new and currently in the industry. • The Committee discussed the content, learning outcomes, and acronyms of the certificate. The acronyms are taken directly from external industry information. • Approved unanimously. 	New Program New Courses	
	Limited X-Ray Transition Cert RAD 103, 104 (tabled 10/1/24) <ul style="list-style-type: none"> • The Committee discussed the program and what type of student may be interested in taking these courses. • Tracy Rogers also discussed how this certificate fits into the Rad Tech AAS program. • Approved unanimously. 	New Program New Courses	
MUS 120 <ul style="list-style-type: none"> • Chris Tenney gave a brief overview of this course. • The Committee discussed the scheduling of this course, cross-listed courses, and student enrollment. • The Committee discussed the title of the course needing to be flexible for scheduling and interest. 	New Course	Emily will add a colon to course title which allows for scheduling flexibility.	

	<ul style="list-style-type: none"> • The Committee discussed the repetition of MUS 120 as well as other music courses for certificates or programs. There was also a brief discussion regarding repeatability rules and students only being able to enroll in one class at a time. • The Committee discussed the content and learning outcomes being more robust than some of the other music classes. Chris agreed and may review other music courses, particularly the ensemble courses, to bring them up-to-date. • The Committee reviewed MUS 120: the development of the course, starting as a Quickstart, and the intention of course for the future. • Approved unanimously. 			
	<p>Bachelor of Applied Science in Business BSA 225, 300, 305, 310, 360,394, 400, 410, LDR 300, MKT 340 BSA 494, 495 CSA 225</p> <ul style="list-style-type: none"> • Megan Hanna explained the changes, intent and course content for BSA 225. • Lauri Dreher presented the rationale for the changes to BSA 225 and how if technology advanced, this course is flexible for emerging technology in the future. • The Committee discussed changing the course number to avoid processing issues using the old course numbers. BSA 225 was changed to 228. • The Committee had a lengthy discussion about course content and learning outcomes on the following courses: BSA 225, 494, 495 to ensure learning outcomes were clear and measurable. • The Committee discussed BSA 494, 495 and 496 being equivalent in nature to make sure students were 	<p>New Program Course Modifications</p> <p>New Courses Course Deletion</p>		<p>Emily will change the course number from BSA 225 to BSA 228 in the Curriculog proposal for processing.</p>

	<p>getting equitable learning outcomes. Megan and Lauri explained these are competency-based courses and the faculty makes sure learning outcomes and competencies are met.</p> <ul style="list-style-type: none"> • Lauri and Megan discussed revisiting BSA 496 content to review level of rigor and make sure it is equivalent to BSA 494 and 495. • Courses approved by majority with 1 abstaining. • The Committee discussed prerequisite CSA 110 and switching it out with BSA 225. Megan and Lauri confirmed existing students can still enroll in upper division coursework if they have taken CSA 110 previously. • BAS Business approved unanimously. 		
<p>III. Discussion</p>	<ol style="list-style-type: none"> 4. Course leveling document <ul style="list-style-type: none"> • The Course leveling document will be on the agenda for the Nov 5 Curriculum Committee meeting. 5. Curriculum update: AFR to AFL <ul style="list-style-type: none"> • The Committee discussed the change to the Air Force ROTC prefix due to Coursedog integration and Banner processing issues. The prefix is being changed from AFR to AFL. 6. AGECEC Memo <ul style="list-style-type: none"> • Karen Palmer put a memo together to show what changes will occur to the AGECEC redesign. • There is a new category: Institutions of America. • The Committee discussed the Oral Communication category of the AGECEC. • The Committee asked about Spanish and American Sign Language courses in the Oral Communication category. There were questions about some of the courses being in a different category. 	<p>Curriculum Committee members are requested to take the Course leveling and the Rigor Relevance Matrix document back to faculty for feedback.</p> <p>Sarah will talk to Karen about the Spanish and American Sign Language courses and categories.</p>	

		She will bring information back to the Committee.
IV. Adjournment	<ul style="list-style-type: none"> • The Committee discussed what will be on the next agenda and the courses and programs to review. • Unanimous adjournment. 	The Committee needs to provide feedback on courses and programs to Emily by Friday, October 18, 2024.
Next Meeting	<ul style="list-style-type: none"> • November 5th <ul style="list-style-type: none"> ○ ANT 232 ○ ART 100 ○ MUS 145 ○ AAFA - Music ○ Nursing AAS and associated courses ○ AA in Elementary Education ○ Early Childhood Education Basic Cert ○ Early Childhood Education Advanced Cert ○ ECE 200, 202, 210, 230, 260, 291 ○ EDU 242, 243 ○ Baking and Pastry Certificate • November 19th • December 3rd • December 17th 	