

## Western Nevada College Curriculum Committee Meeting Minutes

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| <b>2022-2023</b>                     | <b>March 10, 2023</b><br>Call to Order – 12:30 pm                                                                       | <b>Meeting conducted via Zoom</b> |
| <b>Members Present</b>               | Lauren Stevens, Geri Pope, Amy Ghilieri, Scott Morrison, Matt Anderson, Eric York, Kathy Cocking (standing in for Debi) |                                   |
| <b>Members Missing</b>               | Niki Gladys, Ron Beller, Chelsie Hamtak, Terry Mendez, Winnie Kortemeier,, Dana Ryan, Debi Ingrassia-Strong             |                                   |
| <b>Guests</b>                        | Susan Priest                                                                                                            |                                   |
| <b>Agenda items for next meeting</b> |                                                                                                                         |                                   |

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| <b>Agenda Topic</b>          | <b>Approval of February 10th, 2023 minutes</b>                                  |
| <b>Action Taken</b>          | Matt moves to approve February 10th minutes, Amy seconds<br><br>Motion approved |
| <b>Summary of Discussion</b> |                                                                                 |

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| <b>Agenda Topic</b>          | <b>Notification of Changes in CCN</b>                                      |
| <b>Action Taken</b>          | Information Only                                                           |
| <b>Summary of Discussion</b> | BUS 109 - Business Mathematics has changed to BUS 115 Business Mathematics |

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| <b>Agenda Topic</b>          | <b>Updates to PHIL 101 and PHIL 210 Course Outlines</b>                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Action Taken</b>          | Information Only                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Summary of Discussion</b> | Susan has been updating outlines as it relates to changing to open education resources. A change for Phil 101 has been to explain the major branches of philosophy from a global perspective. It also emphasizes socratic methods and other tools of analysis and critical thinking.<br>PHIL 101 - Introduction to Philosophy<br><br>For Phil 210, there have been changes to clarification of language.<br>PHIL 210 - World Religions |

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| <b>Agenda Topic</b> | <b>Proposal to apply changes retroactively</b>                                                                                              |
| <b>Action Taken</b> | Scott moves to approve the Eng/Com changes for Paramedicine and Fire Science be retroactive for 6 years, Amy seconds<br><br>Motion approved |

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| <b>Summary of Discussion</b> | <p>Proposal to make the changes to the ENG/COM requirement for the Paramedicine and Fire Science degrees (approved at the December meeting) effective retroactively 6 years.</p> <p>The Eng/Com requirement was expanded to give students more flexibility to fulfill the requirement.</p> |
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| <b>Agenda Topic</b>          | <b>Proposal to apply changes retroactively</b>                                                                                                                                                                                  |
| <b>Action Taken</b>          | <p>Lauren moves to approve the AIT to MPT and ELM changes for the AAS Automated Systems and Mechatronics degrees to be retroactive 6 years, Amy seconds</p> <p>Motion approved</p>                                              |
| <b>Summary of Discussion</b> | <p>Proposal to make the changes to Automated Systems and Mechatronics degree requirements (approved at the February meeting) effective retroactively 6 years. These changes were related to moving from AIT to MPT and ELM.</p> |

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| <b>Agenda Topic</b>          | <b>Proposal to change skills certificate</b>                                                                                                                               |
| <b>Action Taken</b>          | <p>Winnie moves to approve the skills certificate for Manufacturing Technician to replace MPT 110 and MPT 120 with MPT 112 and 114, Amy Seconds</p> <p>Motion approved</p> |
| <b>Summary of Discussion</b> | <p>Proposal to update the Skills Certificate for Manufacturing Technician to replace MPT 110 and MPT 120 with MPT 112 and MPT 114</p>                                      |

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| <b>Agenda Topic</b>          | <b>Proposal to update degrees</b>                                                                                                                                                                              |
| <b>Action Taken</b>          | <p>Lauren moves to approve that Com 215 work as an Eng/Com requirement (non-writing course) for the AGS and AAS degrees retroactive 6 years, Amy seconds</p> <p>Motion approved</p>                            |
| <b>Summary of Discussion</b> | <p>This has been a class under the BAS in Organization and Project Management. Proposal to include COM 215 as an English/Communications option in the AGS and AAS degrees and make it retroactive 6 years.</p> |

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| <b>Agenda Topic</b>          | <b>Associate of General Studies Program Review</b>                                                                                             |
| <b>Action Taken</b>          | <p>Geri will complete the curriculum review report</p>                                                                                         |
| <b>Summary of Discussion</b> | <p>Amy talks about making changes in the future to how we do program reviews and how it relates to changes in higher education post COVID.</p> |

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|  | <p>The AGS has been a flexible degree over the years used for a variety of reasons. It is intended as an exploratory and terminal degree that is not for transfer. However, credits earned under the AGS may transfer to a 4 year institution. The degree may also be used for personal development, professional growth and is very accommodating to military credit.</p> <p>Some information is that SW students are using this degree and substitute teachers as it relates to financial aid. It also acts as a way to achieve a second degree.</p> <p>In the future this degree may work well with the WICHE Passport requirements.</p> <p>At one point it was being used for the excess credit fee, but that is no longer applicable.</p> <p>Scott mentions that we do not have a program review committee any longer. It is important to review how processes work in relation to accreditation.</p> <p>Some recommendations:</p> <ol style="list-style-type: none"> <li>1) Add the AGS to something on the website (lifelong learning or professional education seem to make the most sense). Currently students have to seek it out.</li> <li>2) Update SLOs to better align with changing student, community, and institutional needs.</li> <li>3) Continued recruitment of non-traditional students.</li> <li>4) Track AGS students throughout their degree program so we may track enrollment satisfaction in a more meaningful way.</li> <li>5) Tracking data annually to maintain consistency.</li> </ol> <p>AGS Program Review<br/>Curriculum Review Report</p> |
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| <b>Agenda Topic</b>          | <b>Update to Curriculum Committee support documents</b>                                                                                                                                                                                                         |
| <b>Action Taken</b>          | Information only                                                                                                                                                                                                                                                |
| <b>Summary of Discussion</b> | Policy 3-2-1 Course Approvals<br>Curriculum Course Development Questions<br>Curriculum Course Instructions<br>Course Level Numbering Guidelines<br>Course Outline and Syllabus Preparation and Usage<br>Guidelines for the New Curriculum Program Proposal Form |

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|  | <p>Program Review Curriculum Review Report<br/>Curriculum Committee Annual Process</p> <p>Geri wants to have another meeting to review ideas about a webpage as a central location for all things curriculum related.</p> |
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| <b>Agenda Topic</b>          | <b>Old Business</b> |
| <b>Action Taken</b>          | NA                  |
| <b>Summary of Discussion</b> |                     |

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| <b>Agenda Topic</b>          | <b>New Business</b> |
| <b>Action Taken</b>          | NA                  |
| <b>Summary of Discussion</b> |                     |

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| <b>Agenda Topic</b>          | <b>Public Comment</b> |
| <b>Action Taken</b>          | NA                    |
| <b>Summary of Discussion</b> |                       |

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| <b>Agenda Topic</b>          | <b>Adjournment</b> |
| <b>Action Taken</b>          | Meeting adjourned  |
| <b>Summary of Discussion</b> |                    |