

Western Nevada College Curriculum Committee Meeting Minutes

2024-2025	November 1, 2024 Call to Order – 12:32 pm	Meeting conducted via Zoom
Members Present	Eric York, Geri Pope, Amy Ghilieri, Chelsie Hamtak, Scott Morrison, Travis Carr on behalf of Matt Anderson, Jaspreet Gill, Smriti Bhattarai, Dana Ryan, Lauren Stevens	
Members Missing	Matt Anderson, Winnie Kortemeier	
Guests	Jayna Conkey, Deb Conrad	
Agenda items for next meeting		

Agenda Topic #2	Minutes Approval from Oct. 4, 2024
Action Taken	Hamtak moved to approve the minutes, Ghilieri seconded. Motion passed unanimously.
Summary of Discussion	

Agenda Topic #3	Proposal to Update AAS Graphic Design Suggested Course Sequence
Action Taken	None
Summary of Discussion	Conkey provided an update based on feedback from the October meeting.

Agenda Topic #4	Proposal to change pre-requisites
Action Taken	Hamtak moved to accept the proposed changes to the pre-requisites for GRC 175. Bhattarai seconded. Motion passed unanimously.
Summary of Discussion	GRC 175 - Web Design Current GRC 175 - Web Design Proposed Conkey provided an overview of recommended changes. Update Prerequisites: Remove GRC 103 & GRC 183 as recommended. Change to read: Basic Computer Skills. Recommend: GRC 116 and GRC 200

Agenda Topic #5	Proposal to deactivate courses
Action Taken	Hamtak moved to approve deactivation of GRC 275 & GRC 290 from WNC catalog. Bhattarai seconded. Motion passed unanimously.
Summary of Discussion	GRC 275 - Web Design II GRC 290 - Internship in Graphic Communications

	Conkey provided background for recommendation.
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Agenda Topic #6.1	Proposal to add courses: ENGR 241
Action Taken	Hamtak moved to approve the addition of ENGR 241 – Statics. Morrison seconded. Motion passed unanimously.
Summary of Discussion	ENGR 241 - Statics Gill provided overview for proposal and start time of Fall '25. Question was asked about ME 241. Suggestion to keep both ME 241 & ENGR 241 active for the time being. Discussion ensued.

Agenda Topic #6.2	Proposal to add courses: EE 220
Action Taken	Hamtak moved to approve the addition of EE 220 – Circuits I. Stevens seconded. Motion passed unanimously.
Summary of Discussion	EE 220 - Circuits I Gill provided overview for proposal of new course and start time of Fall '25. Discussion ensued.

Agenda Topic #7.1	Proposal to change Skills Certificates
Action Taken	Hamtak moved to approve as long as the HDFS course will be honored through the Spring '25. Stevens seconded. Motion passed unanimously pending AAC approval.
Summary of Discussion	ECE I Skills Certificate Ryan provided background. Discussion around effective date of change ensued and importance around honoring credit to those students in current certification program. Agreed to run both current and new for Spring '25. Changes: Remove HDFS 201 (3); Add ECE 204 (3) NEW REQUIREMENTS: 7.5 units ECE 250 (3) ECE 204 (3) ECE 168 (1) EMS 100 (0.5) NOTES: Both CURRENT & NEW version will be honored during Spring 2025 & Summer 2025. Starting Fall 2025 only NEW requirements will be recognized for this skills certificate.

Agenda Topic #7.2	Proposal to Change Skills Certificate
Action Taken	Hamtak moved to approve change effective Fall '25. Stevens seconded. Motion passed unanimously pending AAC approval.
Summary of Discussion	ECE II Skills Certificate Ryan provided background. Discussion around effective date of change ensued.

	<p>Changes: Remove ECE 204 (3); Add ECE 200 (3); Increase Credits for ECE 231 from 2 to 3 units; Increases overall credit requirement from 9 to 10 units</p> <p>NEW REQUIREMENTS: 10 units ECE 251 (3) ECE 200 (3) ECE 121 (1) ECE 231 (3)</p>
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Agenda Topic #8	Proposal to add ENRG courses
Action Taken	Hamtak moved to approve all ENRG courses presented. Stevens seconded. Motion passed unanimously.
Summary of Discussion	<p>ENRG 160: Building Science Principles ENRG 161: Building Analyst Technician ENRG 162: Building Analyst Professional ENRG 164: Building Infiltration & Duct Leakage ENRG 165: Professional Home Energy Auditor ENRG 166: Energy Auditor Leadership ENRG 167: Home Energy Audit Quality Control Inspection</p> <p>Ryan provided background. Conrad provided overview. Classes to act as test preparation courses. Experts in Apprenticeship program to teach the program off campus.</p>

Agenda Topic #9	Proposal to add Skills Certificates
Action Taken	Hamtak moved to approve all Energy Skills Certificate programs presented pending AAC approval for a start date of Fall '25. Bhattarai seconded. Motion passed unanimously.
Summary of Discussion	<p>Energy Auditor Proposal Summary Energy Audit Inspection Skills Certificate Energy Audit Leadership Skills Certificate Residential Energy Auditor Foundation Skills Certificate Residential Energy Auditor Advanced Skills Certificate Residential Energy Auditor Infiltration & Duct Leakage Skills Certificate</p> <p>Ryan and Conrad presented. Discussion ensued around roll out timeline.</p>

Agenda Topic #10	Proposal to add EDCT courses
Action Taken	Hamtak moved to approve all EDCT courses as presented. Gill seconded. Motion passed unanimously.
Summary of Discussion	<p>EDCT 212: Family/Community Engagement and Advocacy for CTE Teachers EDCT 239: Introduction to CTE Teaching Methods EDCT 247: Introduction to CTE Curriculum & Instruction EDCT 260: Teaching Reading, Writing and Math in a CTE Classroom EDCT 271: Introduction to Workforce Development & Career Tech Student</p>

	EDCT 288: Inclusive Strategies for Multicultural-Multilingual Students in CTE EDCT 290: Career Preparation through Performance-Based Education EDCT 295: CTE Teaching Internship Ryan presented overview of each course. Discussion ensued. Provided reason for not requiring any pre-requisites.
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Agenda Topic #11.1	Proposal to add AAS, Certificate of Achievement, Skills Certificate
Action Taken	Hamtak moved to approve CTE Teaching I Skills Certificate pending AAC approval. Stevens seconded. Motion passed unanimously.
Summary of Discussion	CTE Teacher Training Proposal CTE Teaching I Skills Certificate Ryan provided background.

Agenda Topic #11.2	Proposal to add AAS, Certificate of Achievement, Skills Certificate
Action Taken	Hamtak moved to approve CTE Teaching II Skills Certificate with change to removal of Gen Ed and pending AAC approval. Stevens seconded. Motion passed unanimously.
Summary of Discussion	CTE Teaching II Skills Certificate Ryan provided background.

Agenda Topic #11.3	Proposal to add AAS, Certificate of Achievement, Skills Certificate
Action Taken	Hamtak moved to approve CTE Classroom Teaching Certificate of Achievement Certificate pending AAC & Board approval. Stevens seconded. Motion passed unanimously.
Summary of Discussion	CTE Classroom Teaching Certificate of Achievement Ryan provided background.

Agenda Topic #11.4	Proposal to add AAS, Certificate of Achievement, Skills Certificate
Action Taken	Hamtak moved to approve CTE Teaching Training for Business & Industry Professionals AAS with change to Humanities. Gill seconded. Motion passed unanimously pending AAC and BOR approval.
Summary of Discussion	CTE Teacher Training for Business & Industry Professionals AAS Ryan provided background.

Agenda Topic #12	Proposal to add courses to fulfill General Education Requirement - Humanities
Action Taken	Item was Tabled
Summary of Discussion	AM 253: Deaf Culture AM 254: Deaf History

	AAS Program Requirements , AA Program Requirements , AS Program Requirements , AGS Program Requirements Ryan presented items. Discussion around incompleteness.
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Agenda Topic #13.1	Proposal to add courses to fulfill General Education Requirement
Action Taken	Hamtak moved to add EDCT 212 to fulfill the Human Relations gen ed requirement toward the AAS and CoA, and make it retro-active 6 years so that it applies to all active catalog years. Stevens seconded. Motion passed unanimously.
Summary of Discussion	EDCT 212: Family/Community Engagement and Advocacy for CTE Teachers - Human Relations AAS Program Requirements Ryan presented background to all proposed courses under item 13.

Agenda Topic #13.2	Proposal to add courses to fulfill General Education Requirement
Action Taken	Stevens moved to support the addition of EDCT 230 as Humanities/Social Science under sub category of Humanities retro-active 6 years. Hamtak seconded. Motion passed unanimously.
Summary of Discussion	EDCT 230: Introduction to Career & Technical Education - Humanities/Social Science Discussion ensued about Humanities v. Social Science

Agenda Topic#13.3	Proposal to add courses to fulfill General Education Requirement
Action Taken	Hamtak moved to support the addition of EDCT 288 to fulfill the Humanities/Social Science requirement under the Social Science bucket retroactive 6 years to all active catalogs. Stevens seconded. Motion passed unanimously.
Summary of Discussion	EDCT 288: Inclusive Strategies for Multicultural-Multilingual Students in CTE - Humanities/Social Science

Agenda Topic #14	Committee Goals
Action Taken	Tabled
Summary of Discussion	None

Agenda Topic #15	Old Business
Action Taken	N/A
Summary of Discussion	None

Agenda Topic #16	New Business
Action Taken	N/A
Summary of Discussion	None

Agenda Topic #17	Public Comment
Action Taken	
Summary of Discussion	Ryan shared that there will be items related to Ag. Science, Aviation/Machine and BSN Nursing at the next meeting.

Agenda Topic #18	Adjournment
Action Taken	York adjourned the meeting at 2:39PM
Summary of Discussion	