**Western Nevada College Curriculum Committee Meeting Minutes**

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| **2024-2025** | **March 28, 2025**  Call to Order – 12:36pm | **Meeting conducted via Zoom** |
| **Members Present** | Eric York, Chelsie Hamtak, Smriti Bhattarai, Amy Ghilieri, Matt Anderson, Lauren Stevens, Winnie Kortemeier, Jaspreet Gill, Geri Pope and Dana Ryan | |
| **Members Missing** | Travis Carr | |
| **Guests** | Bryanna Travis, Greg Sly, JW Lazzari | |
| **Agenda items for next meeting** |  | |

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| **Agenda Topic #2** | **Minutes Approval from March 7, 2025** |
| **Action Taken** | Hamtak moved to approve the minutes, Bhattarai seconded.  Motion passed unanimously. |
| **Summary of Discussion** |  |

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| **Agenda Topic #3** | **Proposal to adopt new courses** |
| **Action Taken** | Ghilieri made a motion to approve the 3 new courses. Hamtak seconded.  Motion passed unanimously. |
| **Summary of Discussion** | Bryanna Travis presented the item. The 3 Flight Lab courses build on one another. CCN has seen and approved these. York suggested narrowing down the number of SLO’s to make assessment easier. Bryanna to adjust the outcomes and send revised copy to Pope & Hamtak.  [AV 111 - Private Pilot Lab](https://docs.google.com/document/d/1zBYg5WjMKDJ7-8xlSKecRsoB8-SJ-En4/edit?usp=sharing&rtpof=true&sd=true)  [AV 212 - Instrument Lab](https://docs.google.com/document/d/1djxlfcbb-9IVcJfay6n2Hu_iVxJ04NPY/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [AV 251 - Commercial Pilot Lab](https://docs.google.com/document/d/1t2457tLPvfPZnUcwCCtun63aK8ZRjM7g/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true) |

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| **Agenda Topic #4** | **Proposal to adopt new courses** |
| **Action Taken** | Ghilieri moved to approve the 3 new courses. Hamtak seconded.  Motion passed unanimously. |
| **Summary of Discussion** | Dana Ryan presented the courses. Each course is 1 credit and is designed to prepare a teacher for the Practice Exam. These will be a part of the EDCT offerings and will only be offered at strategic times.  Hamtak to check on the transferability of 162 & 163.  164 is transferable.  [EPD 162 - PPST/PRoxis I Reading Review](https://docs.google.com/document/d/1ybYcUm0X3ZOD2q0OPSmswD8Un4VlKBsa/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [EPD 163 - PPST/ Praxis I Writing Review](https://docs.google.com/document/d/1QAGsumoRf3WPI1Th8qtVU90UojSY5YBH/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [EPD 164 - PPST/Praxis I Math](https://docs.google.com/document/d/1_1wTsnQFj9rEVtWupiOxm15Gkz3NZiEA/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true) |

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| **Agenda Topic #5** | **Update to course from CCN** |
| **Action Taken** | Information Only |
| **Summary of Discussion** | Hamtak confirmed with NSHE that WELD 231 & ELM 110 are transferable.  Per Dave Singleton with NSHE, WELD 231 became transferable in March 2017, and ELM 110 became transferable starting in the 2017-2018 academic year.  Updated both courses to transferable in WNC course catalog to align with CCN.  Hamtak to work with Carr to update transferability language on course outline for ELM 110.  WELD 231 transferability language was already updated on the latest outline.  [WELD 231 - Welding III Course Outline](https://docs.google.com/document/d/1My8gTCra5F8MwlllvRgoJlY0coQlbg3c/edit?usp=drive_link&ouid=116280960186716051651&rtpof=true&sd=true)  [ELM 110 - Basic Electricity](https://docs.google.com/document/d/1QzaKxKdZT5ECiNFxqOeONw9nZ0YlZOJo90JynA66WPE/edit?usp=sharing)  [Transfer Status Tables](https://drive.google.com/file/d/186emsvxxyNPZp9RdQTcCGq794CapcXyo/view?usp=drive_link) |

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| **Agenda Topic #6** | **Update to Prerequisites and Course Objectives for CRJ courses** |
| **Action Taken** | Ghilieri moved to approve the change of prerequisites to CRJ 104. Hamtak seconded.  Motion passed unanimously. |
| **Summary of Discussion** | Greg Sly presented the item.  We deactivated CRJ 101 and 102 a number of years ago, and this change to the prerequisites of these courses is to reflect that change in our curricular offerings."  Additionally, added course objectives. Verified all are transferable courses.  [CRJ 295 - Work Experience Corrections](https://docs.google.com/document/d/1eORP6vqXtG590Wlb5XGtOjDtYSU3zqs1/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [CRJ 296 - Work Experience Juvenile Justice](https://docs.google.com/document/d/18h0GhVwtnKhEMyuxhWmL-J_22jfTS2SJ/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [CRJ 297 - Work Experience Law Enforcement](https://docs.google.com/document/d/1AgPBvUZt1FLEJVqpeJFIPrDDVc0ECZdH/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true)  [CRJ 298 - Work Experience Probation and Parole](https://docs.google.com/document/d/11I4LuRpJZCGA4N7eoKo5Yp-gptjYq4Dh/edit?usp=sharing&ouid=116280960186716051651&rtpof=true&sd=true) |

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| **Agenda Topic #7** | Coursedog Training |
| **Action Taken** | Information Only |
| **Summary of Discussion** | Pope mentioned that training has begun, but needs to train the Academic Directors to input the items into the system. Goal to have the system running by the 1st Curriculum meeting in the Fall. |

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| **Agenda Topic #8** | Committee Goals |
| **Action Taken** | Information Only |
| **Summary of Discussion** | Pope plans to take the definitions to College Council at the April 11 meeting. Pope will reach back out to the CTE staff about the Human Relations definition. York posed the question about knowing how much is enough. Discussion about adding a particular percent of content in the definition may cause issues with transferability.  [General Education Definitions](https://docs.google.com/document/d/1ztrpT-G20-vAk2IcOubq8szlb59w2jCqVmKohP0ixVU/edit?usp=sharing) |

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| **Agenda Topic #9** | **Old Business** |
| **Action Taken** | N/A |
| **Summary of Discussion** | Hamtak asked about the recent Nursing Courses. Ryan informed that they should remain “unpublished” for the time being. |

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| **Agenda Topic #10** | **New Business** |
| **Action Taken** | N/A |
| **Summary of Discussion** | None |

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| **Agenda Topic #11** | **Public Comment** |
| **Action Taken** | N/A |
| **Summary of Discussion** | None |

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| **Agenda Topic #12** | **Adjournment** |
| **Action Taken** | York adjourned the meeting at 1:16 PM |
| **Summary of Discussion** |  |