



Curriculum Committee
Nursing Conference room
Dec 8, 2017

- **Call of Meeting to Order and Establishment of Quorum.** A quorum was established and the meeting was called to order at 11:06
- **Approval of Agenda.** The agenda was approved with recommended changes. Motion to approve by Jackie Romero-Arguello and second by Gene Sandoval. The changes were under Item IV, B. New programs and updates and C. Formal process for program/ course changes/ updates/ deletions/ suspensions were switched.
- **Approval of Minutes from last meeting.** The Minutes were approved with minor corrections. Motion to approve by Jackie Romero-Arguello and second by Gene Sandoval
- **Informational / Discussion Items:**
 - A. General Meeting - there was no discussion.
 - B. Formal process for program/ course changes/ updates/ deletions/ suspensions. Forms were provided to Curriculum Committee with changes. Henrietta Maestas suggested all be included on one form and explained her reasoning. Susan suggested that 'course of action' be added to the form, if denied and 'approved denied' be added as well.
 - C. New Programs and updates
 - Sara Vigil - General Studies Program update. Sara Vigil noted that another college uses this degree to help out military families so they could get a degree for in-service advancement. They also offer a liberal arts Degree with an emphasis in education. Sara also noted that Dr. Roybal feels General Studies needs to be suspended, and if reasoning is for athletes then need for just athletes.
 - Monica Rossetti - not present.
 - Dr. Rael - Allied Health'
 - Resubmission of AH1120 CPR for approval - Dr. Rael noted that Henrietta Maestas introduced a couple of classes in the catalog and they have not been approved by HED. Brought back for approval and brought documentation.
 - Resubmission of AH205 Seminar for approval. 1 hour CPR class - elective and Allied Health Seminar - really a capstone course for

AH205. Dr. Rael is requesting that AH205 be the capstone if possible (16 week course). He named different entities where the students would spend time with, keep a journal and shadow the company staff.

- - Dr. Rael advised - if approved he would send letters to the different business and those who are interested in participating are where he would consider. A liability waiver will be required for participating students' signature.
 - There was some discussion on what is best for the students, if CPR classes could be one day instead of 8 weeks and the credit hours per course.
- Resubmission of AH205 Seminar for Approval. Dr. Rael is
 - requesting a course title change for AH205 to AH205 Capstone
- Resubmission of Allied Health Certificate revision / changes for approval. Looked through previous Curriculum Committee minutes and there was nothing on the minutes showing approval. Rael noted he created a form - designed so all nursing students would get certificate. Dr. Rael would like it to be something the students can use for gainful employment. He noted that other institutions have it, therefore it would be transferable.
- D. Francisco Apodaca- presenting in place of Don Atkins - Vocational Trades - submission of welding certificate for revisions / changes. - Dr. Rael distributed the Welding Program course requirements proposing changes on the certificate requirements. He noted that program requirements are now 25 hours and 6 of approved electives for a total of 32 program hours. Vocational Trades would like to eliminate VOC 109, VOC117, WLDG119, BT112, BT113. I & CRT115. The- second page which was provided to the group showed exactly what is being requested.

There was concern that no math, English and computer skills are required. It was noted that this needs to change to incorporate these courses before approving. There was further discussion.

- Francisco Apodaca - Special Topic - biology - Beer production and styles (late addition) Francisco noted that he was asked by President Ricky for classes that could be offered in the evening / weekends. He went on to explain that biology & chemistry are programs that we'd like to institute here and would be 13 certificate hours. He noted that CNM offers pre reqs: basic math, basic English and students must be 21 years of age or older, due to the fact the course may have some tasting involved. Dr. Sabudis is willing to teach Saturday mornings.

Jackie Romero-Arguello asked where we would have it - since we are non-alcoholic campus. Answer: - it is fermentation so it is a special exception. Francisco Apodaca noted that it is part of a larger program,

and he explained the three different components of the class. The syllabus for the class was passed around for everyone's review. Francisco asked that it be placed on the next meeting agenda for discussion.

D. Progress of catalog updates and changes. Nothing was reported.

- Action Items
 - General Study's Associate Degree. A motion was entertained to approve the suspension with attachment; it was first by Sara Vigil and seconded by Gene Sandoval. All in favor- ayes, opposed- none. Motion approved.
 - Formal process for program with changes as recommended - will send out once approved (single form) a motion was entertained to approve; it was first by Jackie Romero-Arguello and second by Sara Vigil. All in favor- ayes, opposed- none. Motion approved.
 - Vote to approve recommendations for AH120. A motion was entertained to approve; it was first by Jackie Romero and seconded by Gene Sandoval.
 - Vote to approve AH205 seminar. A motion was made to approve by Jackie Romero-Arguello and second by Sara Vigil. All in favor- ayes, opposed- none. Motion approved.
 - Vote to approve Welding Certificate - no action taken; further discussion required.
 - Vote to approve Pre-Engineering program - A motion was made to approve by Jackie Romero-Arguello and second by Gene Romero. All in favor- ayes, opposed- none. Motion approved.
 - Allied health certificate. - A motion was made to approve by Jackie Romero-Arguello and second by Gene Romero. All in favor- ayes, opposed- none. Motion approved.
 - Biology - Beer Production and styles. No action was taken - further discussion required.

- New or Follow-up items for next meeting's agenda.
 - Welding Certificate
 - Biology - Beer Production and styles - discussion

- Meeting adjourned at 12:43 - next meeting January 12, 2018, Nursing Conference Room