

## **Curriculum Committee Minutes November 15, 2019**

**Location:** Brenham – BK136, Bryan – F223, RELLIS

**Present:**

(Bryan) Linda Richardson, Brandon Franke, Jay Anderson, Charles Smith, John Schaeffer, Janice Lapaglia, Pat Westergaard,, and Shelly Peacock.

(Brenham) Alan Lehmann, Brittney O'Quinn, Robert Lovelidge, Michelle Marburger, Michelle Trubenstein, Cyndi Klausmeyer, Debbi Vavra, and Todd Quinlan

**Meeting Notes:**

- The Meeting was called to order by Alan Lehmann
- Linda Richardson moved that we approve the minutes from the last meeting (September 20, 2019). Brittney O'Quinn seconded it. No corrections were noted. The minutes were approved.

**Old Business**

- Alan reminded the committee that since the last meeting, MCHN 2303 (Fundamentals of CNC Machine Controls) and 1338 (Basic Machine Shop) were sent out for electronic vote and were approved by the committee.
- The October Meeting that was scheduled had to be canceled to due to issue with the workflow in Curriculog.

**New Business**

- Jay Anderson addressed the committee regarding the proposals on the agenda that dealt with the Trades and Applied Technology Fields. He asked if he could present and have the committee vote on them in batches based on their CIP codes. H asked to present the courses that applied to the Carpentry field first. They include: CRPT 1311, 1315, 1323, 1325, 1329, 1341, 1345, and 1391.
  - Pat Westergaard moved that we vote on these courses as a bundle. Shelly Peacock seconded the motion. The motion was approved.
  - Jay shared that these courses support the new Degree Pathway in Carpentry. The courses will be offered both in Brenham and in Bryan. He expressed his excitement as this will provide dual opportunities with the area High Schools. Jay also shared that the mapping of the Degree has not yet been completed by SACS, but that it will consist of 60 hours. Once established, Blinn will be the first institution in the state to offer these programs.
  - Jay also noted that the receipt of a \$250,000 Skill Development Fund is providing many of the assets needed to establish these programs (10 in all).

- Todd Quinlan moved that we approve these new courses. Charles Smith seconded the motion. No further discussion was had. The motion passed.
- Jay next presented BMGT 1327 and 2305. These two management courses will be borrowed by many programs in the skill trades. Jay also shared that there has also been some interest by the TAMU System to develop Bachelor's Programs for some of these tracks. For example, TAMU San Antonio has already expressed some interest. Once again, this provides additional pathways for HS students that can lead to credentialing at both the state and federal level.
  - Brandon Franke moved that we consider these two courses together. Britney O'Quinn seconded the motion. The motion was approved.
  - Before the committee moved to vote on these courses, Jay shared his appreciation and excitement over these new programs and opportunities for students.
  - Pat Westergaard moved that we approved these two courses. Linda Richardson seconded the motion. No further discussion was had. The courses were approved.
- Next up were CNBT 1210 and 1318 which deal with construction safety and roofing systems.
  - Todd Quinlan moved that we vote/discuss these two new courses together. Linda Richardson seconded it. The motion was approved.
  - Linda Richardson then moved that we approve these two courses as presented. Britney O'Quinn seconded it. No further discussion was had. CNBT 1210 and 1318 were approved.
- Jay then presented the next course, ENTC 1347, Safety and Ergonomics. This course also augments a number of the trade programs.
  - Linda Richardson asked when these new courses are slated to be taught. Jay said that the hope is they will be in place for the Fall of 2020. Instructors will be professionals in the field with National Certifications.
  - Britney O'Quinn moved that we approve this course. John Schaffer seconded it. No further discussion was had. The course was approved.
- The next course presented was HART 2345, Basic Electricity. This course is designed to fulfill the HVAC program.
  - Britney O'Quinn moved that we approve this course. Todd Quinlan seconded it. No further discussion was had. The course was approved.
- TECM 1301 – Industrial Mathematics. This course is also meant to support many of the trade programs.
  - Jay Anderson moved that we approve this course. Pat Westergaard seconded it.
  - Britney O'Quinn asked if the Math Department would be responsible for teaching this course or if there was already a comparable course being offered by the Math Department. Jay shared that this is a WECM course specifically designed to support the trade fields so that no, it would not be taught by the Math Department.
    - The committee voted and the course was approved.
- QCTC 1446 – Testing & Inspection Systems. Jay shared that this course dealt with safety first, quality, productivity, and efficiency. This course is also meant to support many of the trade fields.
  - Britney O'Quinn moved that we approve this course. Shelly Peacock seconded it. No further discussion was had. The course was approved.

- Carol Wiggins presented ITDF 1300 and ITSY 2301, 2330, 2342, 2343, and 2345. She shared that these courses are part of the AA in Information Technology, and Cybersecurity. These courses are approved by NSA and the Department of Homeland Security for Excellence. They align with Individual Level Certificates and if approved will be taught starting in the Fall of 2020 at the RELLIS campus and in 2021 at the Bryan Campus.
  - Britney O'Quinn moved that we vote on these courses as a batch. Todd Quinlan seconded it. The motion was approved.
  - Britney O'Quinn moved that we approve these courses. Debbi Vavra seconded it. No further discussion was had. The courses were approved.
- ITSC 1316 – Linux Install and Configuration. This course is part of the Computer & Information Technology AAS. This course is already on the books. The proposal seeks to change the prerequisites so that it can also be used by the new Cybersecurity Program. At present, both ITSC 1325 and ITNW 1325 are prerequisites. The proposal seeks to remove ITNW 1325 (not needed – based on WECM recommendation) and keep ITSC 1325 as a Co-and or Pre-requisite.
  - Pat Westergaard moved that we approve this course change. Linda Richardson seconded it.
  - Brandon Franke brought attention to an error on the proposal whereby the prerequisites were removed but no new ones were added.
    - Pat amended the motion to include “provided the correction was made”.
    - The motion was approved with correction.

### **Other Business**

- Alan asked if we should have a meeting in December. Brandon Franke said we definitely needed one in January. He also shared that today was the last day for CORE? (I need help with this one). Dr. Peacock shared she has many proposals to submit. Alan suggested then perhaps we meet in December on the 13<sup>th</sup>. Since grades are due on that day at 5pm, it was suggested we have the meeting in the morning. The committee agreed on 10 am.
- Linda Richardson then asked about whether or not the committee was going to keep meeting at 2pm as we have this Fall as the by-laws still state 1:30pm. Shelly and Brandon replied that they were currently rewriting the By-Laws at Dr. Bussiki's request and this would be addressed.
- Brandon then shared that Dr. Bussiki would be appointing new faculty representatives in April and that it has been suggested that there be an orientation for new faculty before the end of the Spring semester as there would be a large turnover.
- Finally, Allan said since we would be meeting on 12/13, that he would make the deadline for new proposals 11/29.

### **Adjournment**

- Pat Westergaard moved that we adjourn. Shelly Peacock seconded it. The meeting was adjourned.

Respectfully Submitted,

Linda R. Richardson, Secretary and PNS Faculty Representative