

# Curriculum Advisory Committee Agenda

September 21, 2022; 3:00–5:00 pm (online)

Committee Members			
x	Richard Abend, ESL	x	Keith Eubanks, Humanities
x	He Seon Ihn, Articulation Officer	x	Lynn Iwamoto, Physical Sciences
x	LaRon Johnson, Counseling/Student Services		Nursing (Vacant)
x	Vanessa Lord, Life Science	x	Gamble Madsen, Chairperson/Creative Arts
	Erin O'Hare, Physical Education, Kinesiology	x	Beth Penney, Basic Skills
x	David Seagal, Business and Technology/CSIS	x	Rachel Whitworth, Social Sciences
x	Glenn Tozier, Library		Student Representative (Vacant)

Guests: Jared Turner, Kim Kingswold, Carrie Ballard and Jon Knolle

## I. Call to Order at 3:05 pm

## II. Announcements

## III. Approval of September 21, 2022 Agenda

Motion to approve by Beth, seconded by Keith, committee voted aye.

## IV. Approval of August 31, 2022 Minutes

Motion to approve by Rachel, seconded by Beth, committee voted aye.

## V. Consent Agenda (effective Fall 2023)

Motion to approve by Keith, seconded by Beth, committee voted aye.

Inactivations: BUSC 108 (Individualized Computer and Typing Skills)  
BUSC 117A (Business Machine Calculations I)  
BUSC 117B (Business Machine Calculations II)  
BUSC 130 (Computer Applications - Microsoft Outlook)  
BUSC 430 (Computer Applications - Microsoft Outlook)  
BUSC 133 (Computer Applications - Microsoft Access)  
BUSC 433 (Computer Applications - Microsoft Access)  
BUSC 141 (Microsoft Word 2013: Word for Windows II)  
BUSC 142 (Microsoft Word 2013: Word for Windows III)  
BUSC 143 (Advanced Word for Windows)  
BUSC 151 (Microsoft Excel 2013: Introduction to Spreadsheets II)  
BUSC 170 (Microsoft Windows 8)  
BUSC 180 (Business Desktop Publishing)  
CSIS 178A (Network Scaling Concepts)  
NUTF 20 (Community Nutrition for the Lifespan)

Revisions to Programs compelled by Inactivations: Tabled by Gamble in anticipation of proposals.

Business – Entry Level Office Worker Certificate of Achievement: Remove BUSC 130 and 133

Business – Entry Level Office Worker Certificate of Completion: Remove BUSC 430 and 433

Fitness Instructor Training Certificate of Achievement and Associate in Science: Remove BUSC 141, 142, 143, and 170

There was a discussion relating to courses not meeting the E2 requirements. Classes that currently have it but were denied for Fall 2022 had one year to make the required changes to their curriculum to keep it (as the E2 requirements were revised in 2021). A discussion was held with Jon Knolle and He Seon Ihn answering many questions regarding the standard.

