Minutes of the Curriculum and General Education Committee Meeting  
December 17, 2020, 1:00pm-3:00pm., via Zoom.

Present: M. Bishop, K. Bandy, K. Carlson, J. Grimes, V. Jacobi, M. Jiles, M. Mayfield, L. Minor, T. Payne, J. Rangel-Escobedo, D. Rodenhauser, and D. Vohnout

Absent: S. Balason, J. Chaidez, W. Martinez, M. Oja

Recorder: N. Lopez

MINUTES

I. PUBLIC COMMENTARY
Meeting called to order at 1:06 P.M. No public commentary.

II. APPROVAL OF MINUTES: From the November 19, 2020 Curriculum & General Education meeting (3)
On a motion by M. Mayfield, seconded by M. Jiles, and unanimously carried by all, the minutes were approved.

III. CONSENT ITEMS:
A. Distance Learning Request:
   ASTR 1511 Introduction to Astronomy with Lab (6)
   BSAD 2220 Introduction to Financial Accounting (12)
   BUSN 1050 Business Mathematics (17)
   BUSN 1059 Electronic Machine Calculations (22)
   CTRP 1070 Legal Terminology I (27)
   ENER 1503 Environmental Awareness & Regulatory Compliance (32)
   ENER 1510 Introduction to Energy (37)
   PHED 1523 Beginning Weightlifting and Physical Fitness (42)
   PHED 1623 Intermediate Weightlifting and Physical Fitness (48)
   PHED 1723 Advanced Weightlifting and Physical Fitness (54)
   PHED 1823 Elite Weightlifting and Physical Fitness (60)
   CTRP 1210 Proofreading

   B. Emergency Distance Learning Request:
      CTRP 1010 Beginning Machine Shorthand Theory and Lab 1 (66)
      CTRP 1090 Punctuation and Grammar (72)

On a motion by K. Bandy, seconded by D. Rodenhauser, and unanimously carried by all, the consent items were approved.

IV. Discussion Items:
   A. Spring 2021 Curriculum – Program Clean-up
   A brief discussion was had regarding potential program clean-up. V. Jacobi & N. Lopez will work with divisions in drafting changes/new programs. Allied Health is looking into creating an EMT program, they
will be submitting changes to the current Energy program and hope to have the program reviewed at our January C & GE meeting. Social Science has three programs in development. They will continue to work towards official proposals.

B. Course list

Divisions were encouraged to revise courses due for updates.

C. Catalog Training

SmartCatalog will be asked to assess our Catalog functionality, the goal is to create a user friendly layout. Divisions were asked to review their sections & submit updates as needed. More details will be shared as they become available.

V. NEXT MEETING: TBD – In-service Spring 2021 via Zoom.

*Program Status, please see the table below:

<table>
<thead>
<tr>
<th>Program</th>
<th>Tech Review Approved</th>
<th>C &amp; GE Approved</th>
<th>Board Approved</th>
<th>State Approved</th>
<th>Revisions</th>
</tr>
</thead>
</table>

* New Program