



Minutes

Name of Committee or Team: Curriculum Committee

Support Documents Link: [CC Meeting Information 2025.12.03](#)

Recording link:

- **Committee Members Present via WebEx:** Tamara McDiarmid, Daniel Rafail, Ian Leighton, Eric Bennett, Diane Roose, Adam Richardson, Rafeeq McGiveron, Mark Kelland, Ami Ewald, Heather Bunce, Laura Bishop, Mike Pemberton, Courtney Geisel
- **Resource Members Present via WebEx:** Mary Ellen Laatsch, Kelly Ellis, Karen Hicks, Ann Selleck, Jackie Womble, Josie Sebastian, Laurie Kinne
- **Guest(s):** Nicole Risinger, Amy Stoakes, Nikki Gruesbeck, Brittany Barber
- **Scribe:** WebEx AI

Date: December 3, 2025

Time: 2:10-4:00 pm

Room: WebEx

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the December 3, 2025, Agenda (Courtney)	2:10-2:15	<p>Added to Course Revisions:</p> <ul style="list-style-type: none"> • APPR 170, Inside Wireman Apprentice 1-A • APPR 171, Inside Wireman Apprentice 1-B • APPR 175, Inside Wireman Apprentice 2-C • APPR 179, Inside Wireman Apprentice 4-A • APPR 180, Inside Wireman Apprentice 4-B <p>CIMT Course Revisions:</p> <ul style="list-style-type: none"> • Updated information for BLDT 120, BLDT 130, BLDT 140, ELTE 108, ELTE 156, HVAC 110, HVAC 113, HVAC 115 • Added DMAC 140 <p>No Objections</p>	Approved with Amendments without objection
Approval of minutes from CC meeting on November 19, 2025 (All)	2:15-2:20	No Objections	Approved without objection
Approval of CC consent agenda (All)	2:20	n/a	n/a

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<i>Course Expedited Revisions Approved by Director of Assessment and CC Reviewed:</i> <ul style="list-style-type: none"> n/a 			
5-Star Ticket / Curriculum Committee Webpage Update	2:20	All updated at this time.	Follow up at next meeting
Points vs Percentages on Eval. Methods (Mark Kelland)	2:20	Postponed until January 2026	Add to Agenda in January 2026
Discussion regarding length (word count) of course descriptions. (Mark K.)	2:20-2:30	Postponed to Jan '26 No Objection	Add to Agenda in January 2026
<u>Items for Review</u>			
New Courses: <ul style="list-style-type: none"> n/a 	2:30	n/a	n/a
Course Revisions: <ul style="list-style-type: none"> ELTE 181-Pole Climbing I ELTE 182-Pole Climbing II ELTE 272-Electric Basic Line Climbing ELTE 274-Ground/Utility Worker ELTE 276-Energized Secondary Worker PFHW 163-Healthy Lifestyles PFKN 210-Athletic Training Principles APPR 170-Inside Wireman Apprentice 1-A APPR 171-Inside Wireman Apprentice 1-B APPR 175-Inside Wireman Apprentice 2-C APPR 179-Inside Wireman Apprentice 4-A APPR 180-Inside Wireman Apprentice 4-B 	2:30-3:00	<p>*Needs Director of Assessment Approval</p> <p>ELTE 181</p> <ul style="list-style-type: none"> Mark moves to approve, Heather B seconds Discussion: none Objections: none Approved without objection <p>ELTE 182</p> <ul style="list-style-type: none"> Mark moves to approve, Heather B seconds Discussion: none Objection: none Approved without objection <p>ELTE 272</p> <ul style="list-style-type: none"> Rafeeq moves to approve, Ian L. seconds Discussion: none Objections: none Approved without objection <p>ELTE 274</p> <ul style="list-style-type: none"> Mark moves to approve, Laura B seconds Discussion: none Objections: none Approved without objection 	<p>Approved without objection:</p> <ul style="list-style-type: none"> ELTE 181-Pole Climbing I ELTE 182-Pole Climbing II ELTE 272-Electric Basic Line Climbing ELTE 274-Ground/Utility Worker ELTE 276-Energized Secondary Worker PFHW 163-Healthy Lifestyles PFKN 210-Athletic Training Principles APPR 170-Inside Wireman Apprentice 1-A

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		ELTE 276 <ul style="list-style-type: none"> • Heather B moves to approve, Laura B seconds • Discussion: none • Objections: none • Approved without objection PFHW 163 <ul style="list-style-type: none"> • Laura B moves to approve, Mark seconds • Discussion: approved by Director of Assessment • Objection: none • Approved without objection PFKN 210 apprvd no obj APPR 170A apprvd no obj APPR 171B apprvd no obj APPR 175 apprvd no obj APPR 179 apprvd no obj APPR 180 apprvd no obj	<ul style="list-style-type: none"> • APPR 171-Inside Wireman Apprentice 1-B • APPR 175-Inside Wireman Apprentice 2-C • APPR 179-Inside Wireman Apprentice 4-A • APPR 180-Inside Wireman Apprentice 4-B
Expedited Revisions: <ul style="list-style-type: none"> • n/a 	3:30	n/a	n/a
New Programs of Study <ul style="list-style-type: none"> • n/a 	3:30	n/a	n/a
Program of Study Discontinuation: <ul style="list-style-type: none"> • n/a 	3:30	n/a	n/a
Expedited Program of Study Title Changes: <ul style="list-style-type: none"> • n/a 	3:30	n/a	n/a
General Ed-Applied / MTA Course Proposal: <ul style="list-style-type: none"> • n/a 	3:30	n/a	n/a
CIMT Course Revisions: (Any courses on CIMT Course Revision .pdf document that are highlighted in blue are	3:30-3:40	PFFT 182 <ul style="list-style-type: none"> • Change 	Approved without objection: <ul style="list-style-type: none"> • PFFT 182

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<p>pending cc course reviews and are NOT listed here. Courses highlighted in yellow are pending cc course reviews and on CIMT course revisions form.)</p> <ul style="list-style-type: none"> • PFFT 182 • PFFT 183 • LEGL 110 • LEGL 160 • LEGL 216 • LEGL 219 • BLDT 120 • BLDT 130 • BLDT 140 • ELTE 108 • ELTE 109 • ELTE 110 • ELTE 111 • ELTE 121 • ELTE 156 • HVAC 110 • HVAC 113 • HVAC 115 • PHOT 120 • PHOT 111 • PHOT 200 • DMAC 130 • DMAC 131 • DMAC 140 		<ul style="list-style-type: none"> • Prerequisite Course: None. Minimum 3.0 in PFFT 181 or 2 minutes or better on LPAT score. • Placement Scores: Reading Level 3 and Writing Level 2. • Restriction: None. Student in Lineworker Program • This course is being updated to reflect changing needs of the Lineworker Program and the enrolled students. <p>PFFT 183</p> <ul style="list-style-type: none"> • Change • Prerequisite Course: None. • Placement Scores: Reading Level 3 and Writing Level 2. • Recommended: None. Minimum 3.0 in PFFT 182. • Restriction: None. Student in Lineworker Program • This course is being updated to reflect changing needs of the Lineworker Program and the enrolled students. <p>LEGL 110</p> <ul style="list-style-type: none"> • Cancel • Program is no longer offering this course. <p>LEGL 160</p> <ul style="list-style-type: none"> • Cancel • Program is no longer offering this course. <p>LEGL 216</p> <ul style="list-style-type: none"> • Cancel • Program is no longer offering this course. <p>LEGL 219</p> <ul style="list-style-type: none"> • Cancel • Program is no longer offering this course. <p>BLDT 120</p> <ul style="list-style-type: none"> • Change 	<ul style="list-style-type: none"> • PFFT 183 • LEGL 110 • LEGL 160 • LEGL 216 • LEGL 219 • BLDT 120 • BLDT 130 • BLDT 140 • ELTE 108 • ELTE 109 • ELTE 110 • ELTE 111 • ELTE 121 • ELTE 156 • HVAC 110 • HVAC 113 • HVAC 115 • PHOT 120 • PHOT 111 • PHOT 200 • DMAC 130 • DMAC 131 • DMAC 140

Agenda Item	Tentative Time	Discussion	Next Steps
		<ul style="list-style-type: none"> • Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently). None • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>BLDT 130</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently). None • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>BLDT 140</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently). None • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>ELTE 108</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently). None • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. 	

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		<p>ELTE 109</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently) and minimum 2.0 in ELTE 108 or concurrently. • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>ELTE 110</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (ELTA 101 or ELTE 100) or ELTE 102 or DCTM 102 or HVAC 102 or METS 102 or TECH 102 or WELD 102 or concurrently). • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>ELTE 111</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (ELTE 102 or DCTM 102 or HVAC 102 or METS 102 or TECH 102 or WELD 102) or concurrently and ELTE 108 or concurrently. • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>ELTE 121</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (ELTE 102 or DCTM 102 or HVAC 102 or METS 102 or TECH 102 or 	

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		<p>WELD 102) and (ELTE 110 or ELTE 108) and (minimum 2.0 in MATH 114 or Math Skills Level 20 (College Ready))</p> <ul style="list-style-type: none"> Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>ELTE 156</p> <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.0 in (DCTM 102 or ELTE 102 or HVAC 102 or METS 102 or WELD 102 or concurrently). None Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>HVAC 110</p> <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.0 in (HVAC 102 or DCTM 102 or ELTE 102 or METS 102 or TECH 102 or WELD 102) or concurrently. None Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>HVAC 113</p> <ul style="list-style-type: none"> Change Prerequisite Courses: Minimum 2.0 in (HVAC 102 or DCTM 102 or ELTE 102 or METS 102 or TECH 102 or WELD 102) or concurrently. None Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. 	

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		<p>HVAC 115</p> <ul style="list-style-type: none"> • Change • Prerequisite Courses: Minimum 2.0 in (HVAC 102 or DCTM 102 or ELTE 102 or METS 102 or TECH 102 or WELD 102) or concurrently. None • Through meeting with our Advisory Boards and speaking with industry partners, the program is removing the prerequisite as OSHA 30 is no longer required. <p>PHOT 120</p> <ul style="list-style-type: none"> • Cancel <p>PHOT 111</p> <ul style="list-style-type: none"> • Change • Title Change: Digital Photography + <p>PHOT 200</p> <ul style="list-style-type: none"> • Change • Title Change: Content on the Go to Short Form Content Creation • Prerequisite Courses: Minimum 2.0 in (ARTS 171 and DMAC 130 2 and PHOT 120). • Placement Scores: Reading Level 5 and Writing Level 6. <p>DMAC 130</p> <ul style="list-style-type: none"> • Change • Fall, Spring, Summer <p>DMAC 131</p> <ul style="list-style-type: none"> • Change • Fall, Spring <p>DMAC 140</p> <ul style="list-style-type: none"> • Change • Fall, Spring (ignore above) previously approved change on 10/22/25 • Fall, Spring (this is the correct semester offered.) 	

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		<ul style="list-style-type: none"> Initially, changed the semester offered to Spring, but after reviewing pathways, the program is changing the semester offered to Fall. (LK 12.1.25) <p>Mark moves to approve, Laura B seconds Discussion: none Objections: None Approved without objection</p>	
Agenda Items for Future Meeting: Next Meeting: December 17, 2025 – 2:10-4:00 pm Any questions or future meeting items, please email	3:40-4:00		

Meeting adjourned at 2:48pm

Polling Results: n/a

WebEx Chat Information:

- 2025-12-03 14:08 : Adam Richardson : Video calls are quite complex, so there are many possible issues that can pop up due to things like the operating system failing to close a previous connection, etc. Zoom, Webex, and Teams all perform quite similarly :)
- 2025-12-03 14:22 : Adam Richardson : <h1> 😊 </h1>
- 2025-12-03 14:24 : Adam Richardson : [Adam still prefers starting every outcome with the verb, but he won't fight approval]
- 2025-12-03 14:26 : Karen Hicks : look at those verbs Adam!!
- 2025-12-03 14:26 : Adam Richardson : ^^^ Beautiful!!!
- 2025-12-03 14:29 : Adam Richardson : Nice improvements 😊
- 2025-12-03 14:30 : Brittany Barber : Thanks!
- 2025-12-03 14:33 : Adam Richardson : Rafeeq, we call those moments "Adamisms" 😊
- 2025-12-03 14:35 : Adam Richardson : LOL!
- 2025-12-03 14:39 : Adam Richardson : Jackie is a AI-prompt professional 😊
- 2025-12-03 14:40 : Adam Richardson : Happens to all of us, Mark 😊
- 2025-12-03 14:42 : Adam Richardson : Sounds like it makes strategic sense for our students 😊 Nice work, everyone!