



**WAUBONSEE**  
COMMUNITY COLLEGE

## **Curriculum Council Minutes**

**Thursday, September 23, 2021**

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The first meeting of the Curriculum Council for the 2021-2022 academic year was called to order by Dr. Kathleen Gorski at 2:30 p.m. in APC 160 and via Zoom.

**Voting Members Present:**

Shawn Ballee, Adam Burke, Dr. Nancy Christensen, Ulysses Diaz, Dani Fischer, Sharon Garcia, Dr. Kathleen Gorski, Jeff Gregor, Dr. Jacki Hartley, Elier Iseli, Michelle Lindquist, Kim Livingston, Dr. Jeanne McDonald, Jason Rochon, Patty Saccone, Ne'Keisha Stepney, Jo Lynn Theobald

**Voting Members Absent:**

Lisa Giese, Jessica Moreno, Suzette Murray, Dr. Diane Nyhammer, Nora Silvia

**Ex-Officio Members Present:**

Dr. Chuck Boudreau, Marc Dale, Kelly Diederich, Sarah Kocunik, Loretta Malley, Anita Moore-Bohannon

**Ex-Officio Members Absent:**

Robert Cofield, Kelli Sinclair

**Guests:**

Dr. Marjie Schoolfield, Bill Trunkhill

## Learning Outcomes, Curriculum and Program Development

Dean: Dr. Kathleen Gorski

1. Dr. Gorski welcomed all attendees and members introduced themselves.
2. The Curriculum Council Procedures Manual was sent out to members last spring and again earlier this fall. Dani Fischer and Dr. Jacki Hartley provided feedback to Dr. Gorski and edits were made. Dr. Gorski shared the document with the council with the changes highlighted.
  - There have been a few additional updates to the proposed manual.
  - Changes were made related to the Spring re-org (division renaming).
  - Most of the changes made were grammatical.
  - Jo Lynn Theobald asked if the manual only applied to CTE degree programs. The majority of changes to programs are in the CTE area since changes made to transfer programs are usually done according to ICCB directives.
  - There is a new procedure for the HLC regarding the number of credit hours in a program and its Financial Aid eligibility. If a substantial change is made to a program's credit hours, the program may need to be submitted to HLC.
  - A vote was taken to approve the updated manual.

Dr. Nancy Christensen moved to approve the new Curriculum Council Procedures Manual and Elijor Iseli seconded the motion. Hearing no objections, the revised manual was approved effective fall 2021.

### 3. New Business

- No new business was presented.

## Liberal Arts and Sciences

Executive Dean: Sharon Garcia

1. Minor Course Revision: *Mark Crawford; Bill Trunkhill*

MTH 130	Precalculus II	
	3 sem hrs	3 lec/0 lab

Bill Trunkhill was present to explain the updates to MTH 130:

- The textbook was updated.
- The word “explain” was changed to “apply” in the outcomes and objectives.
- “Quantitative Literacy” was removed from the Institutional Learning Outcomes.
- Elijor Iseli asked questions about the prerequisites, and Dr. Jeanne McDonald made some grammatical suggestions which will be taken into account.

Jo Lynn Theobald moved to approve this minor course revision and Dr. Nancy Christensen seconded the motion. Hearing no objections, this revision was approved effective spring semester, 2022.

2. Course Withdrawal: *Tim Draper*

HIS 125	American Culture: Colonial Period to the Present	
	3 sem hrs	3 lec/0 lab

Dr. Jacki Hartley spoke to the proposal to withdraw HIS 125:

- This course was created in the early 1990s.
- Enrollment has been declining.
- Course has not been offered in several semesters.
- History has more alternative options with Humanities.
- Current trends are emphasizing transnational and global history.
- HIS111 and HIS112 are more relevant today.

Dr. Nancy Christensen moved to approve this course withdrawal and Elier Islei seconded the motion. Hearing no objections, this course withdrawal was approved. Instructional Services will make application to the ICCB for this course withdrawal effective fall semester, 2022.

### **Business, Technology, and Workforce Education**

Executive Dean: Ne'Keisha Stepney

1. Minor Course Revisions: *Joe Kloke*

HVA 160 EPA Refrigerant Certification

HVA 165 HVAC/R Safety

- Dean Ne'Keisha Stepney proposed making HVA160 and HVA165 co-requisites of each other.
- Dean Stepney explained that requiring HVA160 and HVA165 to be taken together will help to ensure students get the necessary credentials and be prepared for higher level HVA courses.
- Marc Dale asked what happens if a student fails one class and not the other. Dean Stepney explained that there are guidelines in place and assistance to students to prevent this from happening.

Shawn Ballee moved to approve these minor course revisions and Dr. Nancy Christensen seconded the motion. Hearing no objections, these revisions were approved effective fall semester, 2022.

2. Minor Course Revision: *Cathy Collins; Dan Gibbons*

ACC 202 Financial Accounting

- Course was up for IAI review, new outcomes added and description updated.
- Course objectives were removed as they are not required.
- The course outcomes come directly from IAI guidelines.
- Kim Livingston suggested adding semicolons to the last sentence of the course description for clarity.

Elier Islei moved to approve this course revision and Shawn Ballee seconded the motion. Hearing no objections, this minor course revision was approved effective fall semester, 2022.

## **Health Professions and Public Service**

Dean: Jeffrey Gregor

1. Minor Course Revisions: *Dr. Marjie Schoolfield*

- NUR 105 Introduction to Professional Nursing
- NUR 110 Concepts of Mental Health Nursing
- NUR 120 Basic Concepts of Nursing
- NUR 150 Concepts of Nursing I
- NUR 200 Nursing Concepts of the Childbearing Family
- NUR 205 Concepts of Nursing II
- NUR 250 Concepts of Nursing III
- NUR 275 Advanced Concepts of Nursing

Dr. Marjie Schoolfield was present to speak about the updates to the above Nursing courses.

- Course and program outcomes were updated because of accreditation requirements.
- Outcomes changed slightly to make sure information was accurate.
- Course outcomes now show purposeful and intentional progression in the courses.
- Some grammatical suggestions were made by Jo Lynn Theobald and Kim Livingston for NUR205 and NUR275.
- Dr. Jeanne McDonald noted that she likes how the course outcomes matched the program outcomes and description which is how it should be done.

Patti Saccone moved to approve these minor course revisions with the consideration of the grammatical changes and Jo Lynn Theobald seconded the motion. Hearing no objections, these minor course revisions were approved effective spring semester, 2022.

## **Academic Support**

Dean: Jessica Moreno

No Submissions

## **Adjourned:**

There being no other matters to come before the Council, the meeting was adjourned at 3:11p.m.

## **Next Meeting:**

The next meeting of the Curriculum Council will be Thursday, October 7<sup>th</sup>, in APC 160 and via Zoom. Proposal entries are due in Curricunet by September 27<sup>th</sup> and the agenda will be posted September 29<sup>th</sup>.