



**CMU Tech Curriculum Committee
Meeting Minutes
February 20, 2024
Building B Room 150**

Members Present: Wayne Smith, Carolyn Ferreira-Lillo, Jason Roberson, Karrie Stanfill, Stephanie Stelljes, and Scott Andrews

Members Absent: None

Ex-Officio Members: Maggie Bodyfelt, Tracie Seurer, John Stewart, and Lisa Bessette

Guests: Bryan Reed

Recording Secretary: Carrie Moore

Chair Smith called the meeting to order at 3:32 pm

I. Announcements

A. None

II. Unfinished Business

A. None

III. Ex-Officio Reports

A. Associate Vice President of Academic Affairs for Assessment and Accreditation
i. Nothing to report.

B. Registrar's Office Maggie Bodyfelt
i. Nothing to report.

C. Financial Aid John Stewart
i. Nothing to report.

D. Librarian Tracie Seurer
i. Librarian Seurer reported that there is some money left in the budget for library materials that needs to be spent by March. If anyone needs anything, please reach out to Librarian Seurer.

E. Catalog Description Reviewer Johanna Varner
i. Nothing to report.

F. Essential Learning Scott Andrews
i. Nothing to report.

II. Curriculum Proposals

Please see page 3 for a summary of curriculum proposals with the Committee action for each proposal.

III. Information Items

A. None

IV. New Business

A. None

Jason Roberson moved to adjourn and with no objections from the committee, Chair Smith adjourned the meeting at 3:49 pm.

CMU Tech Curriculum Committee Proposals February 20, 2024

Effective Term - Summer 2024	Programs		
The following is a summary: Additional information can be found on the individual curriculum proposals.			
Title	Degree	Committee Action	Motion Second
1114: Process Systems Technology: Control Systems Technician	TCT	Program Deletion - Approved	Ferreira-Lillo Stelljes
CMU Tech CC Discussion: The courses for this program were deactivated in the spring of 2024 due to low or no student enrollment. Courses have not been offered since spring 2018 due to low enrollment. Process Systems Technology students have moved to Construction Electrical and Mechatronics due to changing industry patterns. No students are currently enrolled in the program, with the last student graduating in Spring 2018. No teach-out plan is required since there are no students in the program.			
Change Item Description		Department Justification	
Program Deletion		See CMU Tech CC Discussion above.	
Title	Degree	Committee Action	Motion Second
1115: Process Systems Technology: Electronics Technician	TCT	Program Deletion - Approved	Ferreira-Lillo Stelljes
CMU Tech CC Discussion: The courses for this program were deactivated in the spring of 2024 due to low or no student enrollment. Courses have not been offered since spring 2018 due to low enrollment. Process Systems Technology students have moved to Construction Electrical and Mechatronics due to changing industry patterns. No students are currently enrolled in the program, with the last student graduating in Fall 2017 No teach-out plan is required, since there are no students in the program.			
Change Item Description		Old	New
Program Deletion		See CMU Tech CC Discussion above.	
Title	Degree	Committee Action	Motion Second
1310: Sustainable Agriculture	AAS	Program Modification - Approved	Roberson Stelljes
CMU Tech CC Discussion:			
1. The expectation of the AAS degree in Sustainable Agriculture is for students to have the skills necessary to start their own farming operation. Economics and Marketing are helpful to agriculture business owners, but they are not essential to farming operations.			
2. The AGRS 108 is valuable for livestock-based businesses as they must manage manure. That class is also valuable to crop producers for fertility. The AGRS 260 is valuable for starting crops for both human and animal food.			
3. Welding is a common skill in agriculture that many students would benefit from. Adding it to restricted electives allows students to qualify for financial aid for the course.			
4. AGRS 103/103L are being inactivated. The equivalent material is now covered in AGRS 110.			
5. With the removal of AGRS 102 as a required course the focus on marketing in an internship is no longer necessary.			
6. Name change to accurately reflect the name of the school.			
7. Completing previously missing information.			

8. Removal of these advising tracks simplifies advising and allows students to more easily follow suggested course plans for careers in either animal or crop/plant science.

Change Item Description

List all proposed changes to the program:

Describe discussions about this proposal within the departments and outcomes.

Department Justification

1. Move required courses AGRS 102 - Agriculture Economics and AGRS 210 - Agriculture Marketing to restricted elective courses.
 2. Move AGRS 108 - Making Compost and AGRS 260 - Plant Propagation from restricted electives to required courses.
 3. Add WELD 151 to list of restricted elective options.
 4. Remove AGRS 103/103L from list of restricted elective options.
 5. Remove reference to marketing in Program Overview.
 6. Change WCCC to CMU Tech in Program Overview.
 7. Updates to SLO table.
 8. Remove Bio-Agriculture and Agriculture Business tracks from Suggested Course Sequence.
- Proposed changes were discussed with the Agriculture Advisory Board at their Fall 2023 meeting. The group concurred that the Composting and Plant Propagation classes would add more to a student's resume as those are skills that employers are seeking. The Director of Instruction, Christi Hein, is also in support of this change as it follows the CMU Tech mission of helping students become valuable employees. Damion Gustafson, Welding Department Lead, agreed with including WELD 151 as an elective option as welding has a place in the agriculture industry. He believes that extra students will not adversely affect his department.

: Plumbing Service I

TCT

**Program Addition -
Approved**

Ferreira-Lillo | Stelljes

CMU Tech CC Discussion: CMU Tech explored the feasibility of adding an HVAC Program with the option of an entry-level plumbing certificate. This study's purpose is to further the understanding of Western Colorado's unique needs in its rural communities. The report focused on the rural HVAC/Plumbing needs as seen by the US Bureau of Labor Statistics. During the most recent CMU Tech Advisory meeting, discussion ensued regarding HVAC/Plumbing services in rural areas being grossly underserved. Developing the Plumbing program in conjunction with the HAVC program would provide the supportive staff needed to assist in taking a step to remedy this situation. The study first examined the need for the program through an HVAC Needs Assessment Survey in the Summer 2019. The survey results revealed 100% of respondents plan to expand their workforce in the next 3 years and 100% of respondents reported difficulty finding qualified, knowledgeable, competent HVAC/Plumbing Technicians, with further responses underscoring an HVAC/Plumbing Technician need in our community. The next step was identifying other schools regionally and statewide that offer HVAC/Plumbing programs. The closest program is Red Rocks Community College and the Plumbing Certificate is attached to the HAVC program. There is one other school offering the plumbing certificate, Red Rocks Community College. Nationally, the HVAC/Plumbing industry employment is projected to grow 4% from 2019-2029, about as fast as the average for all occupations, per US Bureau of Labor Statistics. The services of HVAC/Plumbing engineers and technicians are in demand, and the demand will continue to grow as the complexity of HVAC and Plumbing systems grow.

The Plumbing Service I Certificate is only creating 2 new courses (PLMB 102 and PLMB 104) and utilizing HVAC courses to complete the certificate. HVAC and Plumbing complement each other, with some skills and knowledge overlapping.

Change Item Description

New program proposal

Department Justification

See CMU Tech CC Discussion above.

Effective Term - Summer 2024

Courses

The following is a summary: Additional information can be found on the individual curriculum proposals.

Title	Credits	Committee Action	Motion Second
ABUS 102: Business Basics	3	Course Modification - Approved	Ferreira-Lillo Roberson

CMU Tech CC Discussion: In all of 2023 we updated the Topical Course Outline and Student Learning Outcomes to reflect a 100 level course. Academic engagement minutes and student preparation minutes, typical semester offered, SLO's, and topical course outline were added (info was not transferred when CIM was implemented).

Change Item Description

Old

New

ABUS 105: Internet Marketing Strategies	3	Course Modification - Approved	Ferreira-Lillo Roberson
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CMU Tech CC Discussion: Fall 2023 updated SLOs using Bloom's Taxonomy Educational Objectives to reflect 100 level courses. This will allow the Applied Business Program to offer more relevant courses for students. Students need to be able to understand how to have a substantial web presence for a business. This includes creating and maintaining a website, running email campaigns, managing a blog, taking payment online, obtaining affiliate relationships, and creating a strong brand.

Change Item Description

Old

New

ABUS 114: Digital Layout	3	Course Modification - Approved	Ferreira-Lillo Roberson
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CMU Tech CC Discussion: Adding engagement and preparation minutes, semester offered, topical course outline and student learning outcomes that were not included when course information migrated into CIM system. No changes are being made to instructional content. Updated course description to reflect course content. Changed instructional activity to Mixed Instructional Method to better reflect how course is delivered.

Change Item Description

Course description for the catalog:

Old

Introduction to InDesign, a page layout program which integrates seamlessly with other Adobe design programs. InDesign delivers creative freedom and productivity to DTP. Class discussions and independent projects supplement hands-on classroom work.

New

Introduction to page layout software that delivers creative freedom and productivity to desktop publishing. Class discussions and independent projects supplement hands-on classroom work.

AGRS 103: Introduction to Entomology	2	Course Inactivation - Approved	Ferreira-Lillo Stelljes
CMU Tech CC Discussion: AGRS 103 - Introduction to Entomology was absorbed into AGRS 110 - Integrated Pest Management. As part of AGRS 110 curriculum, we begin with Entomology before progressing on to pest management options. AGRS 103 is now a duplication course and no longer needed.			
Change Item Description	Old	New	
Inactivation Proposal: No differences to report			
AGRS 103L: Introduction to Entomology Laboratory	1	Course Inactivation - Approved	Ferreira-Lillo Stelljes
CMU Tech CC Discussion: AGRS 103 - Introduction to Entomology was absorbed into AGRS 110 - Integrated Pest Management. As part of AGRS 110 curriculum, we begin with Entomology before progressing on to pest management options. AGRS 103 is now a duplication course and has been inactivated. Therefore the corresponding lab class is no longer needed.			
Change Item Description	Old	New	
Inactivation Proposal: No differences to report			
CDLT 100: Commercial Driver's License Preparation	3	Course Addition - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: In September of 2023, CMU Tech was awarded a grant for a Mobile Learning Lab that would provide instruction for both welding and commercial driver's license training. Per the attached feasibility study, CDL class A training is a much-needed offering due to the growing need and lack of CDL drivers. This course provides the training needed to pass the written portion of the CDL exam and must be successfully completed before continuing to behind-the-wheel training.			
Change Item Description	Old	New	
New Proposal: No differences to report			
CDLT 101: Commercial Driver's License Training - Behind the Wheel	7	Course Addition - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: In September of 2023, CMU Tech was awarded a grant for a Mobile Learning Lab that would provide instruction for both welding and commercial driver's license training. Per the attached feasibility study, CDL class A training is a much-needed offering due to the growing need and lack of CDL drivers. This course provides students with behind-the-wheel training to prepare for the CDL driving exam.			
Change Item Description	Old	New	
New Proposal: No differences to report			

FSWM 151: Basic Air Operations	1	Course Modification - Approved	Roberson Stelljes
CMU Tech CC Discussion: Academic engagement minutes, student preparation minutes, terms typically offered, topical course outline, and student learning outcomes were filled in (info was not transferred when CIM was implemented).			
Change Item Description		Old	New
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GRNT 247: Applied Legal and Policy Issues in Aging	3	Course Modification - Approved	Ferreira-Lillo Stelljes
CMU Tech CC Discussion: Academic engagement minutes, student preparation minutes, topical course outline, and student learning outcomes were filled in (info was not transferred when CIM was implemented). Terms typically offered updated to reflect current offerings.			
Change Item Description		Old	New
Please indicate the semester(s) in which the course will typically be offered:	Fall/Spring	Fall	
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PLMB 102: Plumbing Service and Repair	4	Course Addition - Approved	Roberson Stelljes
CMU Tech CC Discussion: With the introduction of our HVAC program, it was noted that there was also a need for a plumbing certificate to allow students the opportunity to work in both fields to service the needs of the community. This course covers diagnosis and repair of common plumbing component and system problems.			
Change Item Description		Old	New
New Proposal: No differences to report			
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PLMB 104: International Plumbing Code	4	Course Addition - Approved	Roberson Stelljes
CMU Tech CC Discussion: With the introduction of our HVAC program, it was noted that there was also a need for a plumbing certificate to allow students the opportunity to work in both fields to service the needs of the community. This course will review the IPC and help the plumber apply the requirements of this code to the installation of plumbing systems.			
Change Item Description		Old	New
New Proposal: No differences to report			
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PROS 117: Electronics I	3	Course Inactivation - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: This course is not offered, and the program is no longer active. We are inactivating these courses for a program that is no longer offered and the classes are not needed nor required for any existing programs.			
Change Item Description		Old	New
Delete Proposal: No differences to report			

PROS 118: Electronics II	3	Course Inactivation - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: This course is not offered, and the program is no longer active. We are inactivating these courses for a program that is no longer offered and the classes are not needed nor required for any existing programs.			
Change Item Description		Old	New
Delete Proposal: No differences to report			
TECI 243: Hybrid Servers Integration	3	Course Addition - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: As organizations increasingly rely on digital technologies, the imperative to integrate systems physically and virtually is paramount. Considering this, the inclusion of a Hybrid Servers Integration course is an integral component of an ongoing professional development curriculum. In today's dynamic technological landscape, the integration of hybrid server environments is fundamental for organizations aiming to optimize performance, enhance security, and achieve greater flexibility in their IT infrastructure.			
1. Emerging Technological Landscape: The course directly addresses the escalating demand for professionals proficient in managing hybrid server environments. With the prevalence of cloud computing and on-premises solutions, organizations are rapidly adopting hybrid server architectures to harness the advantages of both, resulting in a seamless and scalable IT infrastructure.			
2. Enhanced Performance and Scalability: A well-integrated hybrid server environment enables the efficient allocation of resources, optimizing performance and scalability. Participants will gain hands-on experience in designing and implementing solutions that leverage the strengths of both on-premises and cloud-based servers, meeting the dynamic demands of modern business operations.			
3. Improved Security and Compliance: Recognizing that security is a top priority across industries, the Hybrid Servers Integration course delves into best practices for securing hybrid server environments. This includes addressing potential vulnerabilities and ensuring compliance with industry regulations. Participants will acquire the skills to implement robust security measures, safeguarding critical data and maintaining regulatory compliance.			
4. Flexibility and Adaptability: In a business landscape demanding agility and adaptability, professionals equipped with the skills to manage hybrid server environments become invaluable assets. This course participants to navigate complexities, fostering a culture of innovation and adaptability within our organization.			
Change Item Description		Old	New
New Proposal: No differences to report			
TECI 244: Windows Automation and Management Program	3	Course Addition - Approved	Roberson Ferreira-Lillo
CMU Tech CC Discussion: As organizations increasingly rely on digital technologies, the need for efficient and automated system administration and management has become paramount. Windows PowerShell, a robust and versatile command-line scripting language developed by Microsoft, stands out as a powerful tool for administrators and IT professionals. Offering a PowerShell course ensures that our students are well-prepared to meet the evolving demands of the IT job market. PowerShell expertise enhances versatility, making individuals more adaptable to various roles and responsibilities within IT departments. This justification outlines the key reasons for incorporating a Windows Command-Line Script (PowerShell) course into our curriculum.			

1. Real-World Problem Solving:

- A PowerShell course equips learners with the skills to address real-world challenges in system administration, such as user account management, log analysis, and system monitoring.
- Students gain practical experience in solving IT issues commonly encountered in professional environments.

2. Alignment with Industry Trends:

- Industry trends emphasize the importance of automation and scripting skills in job roles related to system administration, cloud computing, and DevOps.
- Proficiency in PowerShell is a valuable skill for IT professionals seeking career advancement, aligning our curriculum with current industry expectations.

3. Preparation for IT Job Market:

- Offering a PowerShell course ensures that our students are well-prepared to meet the evolving demands of the IT job market.
- Graduates with PowerShell skills are better positioned for success in securing employment in various IT roles.

4. Versatility and Adaptability:

- PowerShell expertise enhances versatility, making individuals more adaptable to various roles and responsibilities within IT departments.
- Students develop a skill set that goes beyond basic IT knowledge, fostering adaptability in a dynamic technology-driven landscape.

Conclusion: Incorporating a Windows Command-Line Script (PowerShell) course into our curriculum aligns with the current and future needs of IT professionals. The skills acquired in this course will not only benefit students in their academic journey but will also prepare them for success in the dynamic and technology-driven landscape of the IT industry.

Change Item Description	Old	New
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New Proposal: No differences to report

TSTG 245: Technology in the Automotive Field II	1	Course Addition - Approved	Stelljes Ferreira-Lillo
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CMU Tech CC Discussion: CADT 101 is a generalized course that does not serve our students and students cannot receive credit twice. Additionally, the course will be inactivated from the CADT program/certificate because more specialized knowledge is needed for individual programs. By providing a unique, advanced course to transportation students, they will be better equipped in the Transportation Industry. This course will replace the "car show" topics class and will replace CADT 101 when program changes are implemented.

Change Item Description	Old	New
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New Proposal: No differences to report

VITE 179: Wines, Spirits, and Beers	3	Course Addition - Approved	Roberson Ferreira-Lillo
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CMU Tech CC Discussion: Culinary Faculty determined that this course is better suited for VITE due to their subject matter expertise and the overall learning outcomes in the VITE program. Students would gain more information and expertise by moving it to VITE. This course will replace CUAR 179 for Culinary Arts and Hospitality AAS program sheets.

Change Item Description	Old	New
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New Proposal: No differences to report

