

Curriculum Committee

2025-26 Catalog

Minutes

September 20, 2024

9:30 a.m. – AWTC Room 116

Agenda Items

I. Call to Order.

The meeting was called to order at 9:37am

II. Determination of a Quorum

Voting Members

Dusty Baker

Manoj Karki

Tory Norris

Non-Voting Members

Griselda Aubert

Chris Meeks

Andrea Warton

Dusty Baker determined there was no quorum. The next meeting is on October 4, 2024, and the committee will be able to vote then.

III. Approval of the Minutes

The curriculum meeting minutes from January 12, 2024 will be reviewed at the next curriculum committee meeting on October 4, 2024, for approval.

IV. Approval of the Agenda

V. Information Items

Rahbeka Anderson will approve the CIP codes, and Chris Meeks will update the workflow for signatures in Coursedog. Dusty Baker said in our current process, there is a workflow with deadlines for changes. If there are any course changes, the program has to be changed. We cannot change certificates or degrees until the course descriptions are completed through the approval process in Coursedog. After approvals, committee members can sign in to Coursedog and vote yes or no for the proposed change. If changes are approved, they move forward and Griselda Aubert loads the changes into Coursedog for degrees or certificates. Then the committee goes through the approval process. There are instances that the Community College Board and/or the Board of Regents have to review and approve. Changes are only sent to the State level for new CIP codes. The committee includes financial aid, advising and the Registrar to review how changes impact degree plans and certificates. Your laptop is required at each meeting in order to vote on proposed changes.

FDMA 2997 is independent study and was taken out as a requirement and reinstated as an option. The credit hours remained the same.

Curriculum revisions

A. Accounting

1. ACCT 2110 Principles of Accounting

There was discussion on moving ACCT 2110 from 4 to 3 credit hours. Chris Meeks said the course was submitted to the State as a 4 credit hour course, a common course. Dusty Baker will contact Robert Moore for the accurate documentation and will bring it back as an information item to the committee. Dusty said the course previously required a lab component. The lab component will be eliminated, but the credit hours will remain the same. The course will be lecture only.

2. ACCT 200 R Basic Bookkeeping & Accounting

Want to update to a 4 digit from 3 digit course number. Will need to apply for unique course number at the State level. There is no current course that is equivalent. Dusty will contact Stephen Grieco and Edna Yokum to check on transferability, and will make sure there is no equivalent. This information will be brought back to the next meeting.

B. Agriculture

1. ANSC 2330 Animal Production

ANSC 2330 is a second year class that needs a base level of understanding. Andrea Stapp would like to add ANSC 1120 as a pre-req to ANSC 2330 and ANSC 2320. The first year was previously only lecture, so would like to move forward with lecture/lab for more in depth knowledge. 26.6 contact hours for lectures and 45 contact hours for lab to equal 71.6 total contact hours. There will be no credit hour change; 3 credits for the lecture, and 1 credit for the lab. Change will be 2 hours and 15 minute classes. These changes will take effect in fall 2025 to total 4.5 hours per week. These are already in the degree map. The Introduction to Animal Science would be their first semester, Principles of Animal Nutrition offered in fall, and Animal Production in spring.

C. HVAC (All New)

Dusty Baker met with other welding instructors and Caleb Cain met with HVAC instructors regarding the state catalog, and aligning with the state. They came up with a course catalog for both programs. Courses ENMU-R has that are the same or close were used as a base list. There will be new courses to add and those courses will need a new CIP. Alignment with the State changes both programs dramatically, but credit hours will still equal 60 for an Associate Degree, and HVAC certification will remain at 61-62.

1. Commercial Refrigeration Systems

The rationale is the same for C. HVAC (All New) 1-15 below and Welding (All New) 1-18 below. The courses will be aligned with the State. Credit hours will remain the same. Course equivalencies are what the courses are being switched to in order to match the State. Course outcomes are listed correctly. Pre-requisites will be put into Coursedog for all of the courses. Dusty Baker will check on fees with the Fees Committee. Any new courses with fees will have to be approved by the Fees Committee and then submitted to the Community College Board for approval.

2. Ice Makers

3. Refrigeration Application

4. Code and Safety II
 5. Heat Pump Systems
 6. Gas Heating Furnaces
 7. Residential A/C Systems
 8. Air Flow Principle/Duct Design
 9. AC and Controls
 10. App of Refrigeration Systems
 11. Code and Safety I
 12. Motors & Controls
 13. Refrigeration Management
 14. Intro to Fundamentals Electricity
 15. Intro Fundamentals Refer
- D. Welding (All New)
1. Pipe Welding Code
 2. GTAW Pipe Welding
 3. Welder Qualifications
 4. Pipe Welding II
 5. GTAW II
 6. Metal Fabrication II
 7. GMAW II
 8. SMAW II
 9. Pipe Fabrication & Layout I
 10. Pipe Welding I
 11. Flux Cored Arc Welding
 12. Layout and Fabrication
 13. GTAW I
 14. Gas Metal Arc Welding I
 15. Thermal Cutting
 16. SMAW I
 17. Print Reading for Welders
 18. Intro to Welding Fundamentals

VI. Other business

After Griselda Aubert has all courses loaded, the Directors can submit program changes. The due date is October 15th. Will need to update and attach 2+2 to the program change application.

For future meetings, the first half of the meeting will be discussion with financial aid and the Registrar to determine and discrepancies. The remainder of the meeting will be for further discussion and voting.

VII. Adjournment

Tory Norris motioned to adjourn the meeting, Manoj Karki seconded the motion and the meeting adjourned at 10:56 a.m.

Next Meeting: October 4th, 2024 at 9:30 a.m. 9:30 a.m.