

	<b>Presenter</b>	<b>Action</b>
<b>1. Welcome</b>	<b>Chair</b>	
<b>2. Approval of Minutes</b>	<b>Chair</b>	Approval
<b>3. Consent Agenda</b> a. Course Number Changes b. Course Title Change c. Reviewed Outlines for Approval	<b>Chair</b>	Approval
<b>4. Course and Program Approvals</b> a. <b>Business Amendments</b> a. Business AAS b. Business Management CC	<b>Josh Aman</b>	Approval/26.SU Approval/26.SU
<b>5. Old Business</b> a.		
<b>6. New Business</b> a.		
<b>7. Closing Comments</b>		

**Present:** Abda Echevarria, AJ Smith, Amanda Coffey, Anne Innis, Anne-Mary Nash-Haruna, Aundrea Snitker, Charles Siegfried, Chris Sweet, Craig Connors, Danielle Hoffman, Deanna Myers, Debra Carino, Dru Urbassik, Dustin Bare, Elizabeth Carney, Ephanie Debey, Erin Gravelle, Gentiana Loeffler, Kara Leonard, Kari Hiatt, Keely Baca, Kelly Mercer (Co-Chair), Keoni McHone, Kerrie Hughes, Megan Feagles (Recorder), Misay Partnof, Nora Brodnicki (Co-Chair), Sarah Steidl, Virginia Chambers, Wryann Van Riper

**Guests:** April Chastain, Dawn Hendricks, Eric Lee

**Absent:** April Smith, Armetta Burney, Carrie Sandberg, David Plotkin, Frank Kilders, Jordan Gulley

---

**1. Welcome**

**2. Approval of Minutes**

- a. Approval of the January 16, 2026 minutes

*Motion to approve, approved*

**3. Consent Agenda**

- a. Course Number Changes
- b. Course Title Change
- c. Reviewed Outlines for Approval

*Motion to approve, approved*

**4. Course and Program Approvals**

**a. Art Course Inactivations**

- a. Nora Brodnicki presented
- b. ART-251

- i. We have not offered ART-251 since the end of the pandemic. This course is not as popular as the other ceramics courses that we offer. I am asking to inactivate this course because we will not offer this course in the next five years (unless we experience another pandemic).

- c. ART-254

- i. We have not offered ART-254 since the end of the pandemic. This course is not as popular as the other ceramics courses that we offer. I am asking to inactivate this course because we will not offer this course in the next five years (unless we experience another pandemic).

*Motion to approve, approved*

**b. General Education**

- a. ART-233

- i. The General Education Review Team recommends that ART-233 continue to be approved for General Education in the Arts & Letters area.

- b. ES-101

- i. The General Education Review Team recommends that ES-101 continue to be approved in the Social Sciences area and be approved for the first time in the Cultural Literacy area.

- c. HUM-160

- i. The General Education Review Team recommends that HUM-160 be approved for General Education for the first time in the Arts & Letters, Cultural Literacy, and Social Science areas.

- d. SSC-160

- i. The General Education Review Team recommends that SSC-160 be approved for General Education for the first time in the Arts & Letters, Cultural Literacy, and Social Science areas.

*Motion to approve, approved*

**c. Criminal Justice Changes**

Curriculum Office presented for Tim Musgrave

- a. HPE-296 Inactivation
  - i. Students needed more flexibility in their schedules so we are discontinuing the course and changing the program requirement back to HPE-295
- b. Criminal Justice AAS Amendment
  - i. Replacing HPE-296 with HPE-295
- c. Criminal Justice AAS, Corrections Option Amendment
  - i. Replacing HPE-296 with HPE-295

*Motion to approve, approved*

d. **Program Amendments**

- a. The program amendments listed on the agenda are a result of the following changes:
  - i. Removing ART-257 from the General Education Arts & Letters Lists. Course is no longer Gen Ed.
  - ii. Removing ART-251, ART-254, HPE-296, HUM-237, SSC-237, and WR-263, due to inactivation. HUM-237, SSC-237 and WR-263 won't come to Curriculum Committee for approval because they were on the 3-year course inactivation list.
  - iii. Adding HUM-160 and SSC-160 to Arts & Letters, Cultural Literacy, and Social Sciences General Education lists. Adding ES-101 to the Cultural Literacy General Education lists. Only adding to programs where the complete list is represented. If these need to be added to specialist sub-sets, that is up to the department.

*Motion to approve, approved*

e. **Computer Science Amendments**

- a. Debra Carino presented
- b. Full-Stack Web Development AAS
  - i. Only change is removing ART-297 from the electives. ART-297 is on the 3-year course inactivation list and won't come to Curriculum Committee for approval.
- c. Front-End Web Development CC
  - i. Only change is removing ART-297 from the electives. ART-297 is on the 3-year course inactivation list and won't come to Curriculum Committee for approval.

*Motion to approve, approved*

f. **AS, Mechanical Engineering, PSU Amendment**

- a. Eric Lee presented
- b. Replacing Arts & Letters or Social Science Electives with WR-227Z.
- c. No change to total credits

*Motion to approve, approved*

g. **Horticulture Changes**

- April Chastain presented
- a. HOR-249 Instruction Method/Hours Change
  - i. Proposed change from 10 LECT to 22 LE/LA. Credits remain the same.
  - ii. Instructional method change to accommodate student's request for more in-class practice of materials.
- b. Horticulture AAS
  - i. Moving HOR-112 to fall term. No change to total credits.
- c. Horticulture CC
  - i. Moving HOR-112 to fall term. Adding HOR-282 as an option to HOR-280. No change to total credits.
- d. Plant Health Management CC
  - i. Replacing HOR-281 or HOR-280 and HOR-282 with HOR-280 or HOR-282. Total credits change from 16 to 13
- e. Landscape Management AAS
  - i. Moving HOR-249 to fall term. No change to total credits.
  - ii. Moving HOR-236 to electives.
- f. Landscape Management AAS, Arboriculture Option
  - i. Moving HOR-249 to fall term in the electives. No change to total credits.
- g. Landscape Practices CC
  - i. Removing HOR-236, adding HOR-249. Adding HOR-282 as an option to HOR-280. Total credits change from 42 to 41.
- h. AS, Horticulture, OSU
  - i. Moving HOR-112 to fall term. No change to total credits.
- i. Organic Farming CC

- i. Replacing HOR-285 with HOR-280 or HOR-282. No change to total credits.

*Motion to approve, approved*

**h. Early Education Changes**

Dawn Hendricks presented

a. New Courses

i. ECE-170

- 1. Given the accreditation requirements for the program, it often takes students 4-8 weeks to find a suitable field experience placement. Providing this information in advance will help ensure timely and successful field placements.
- 2. Added HDF-225 as a coreq during the meeting because ECE-170ES lists HDF-225ES as a prereq. Agenda packet corrected and reuploaded.

ii. ECE-170ES

- 1. Same as ECE-170 but offered in Spanish.

*Motion to approve, approved*

b. ECE-280ES Credits, Hours Changes

- i. Proposed hours/credits change from 144 FIELD/4 credits to 108 FIELD/3 credits.
- ii. 1. Most of our ECE in Spanish students have this course waived or receive CPL since they are already working in early learning settings. 2. ECE 280 in English is 3 credits and we want ECE 280ES to match. 3. We are adding a 1 credit Introduction to Field Experiences course to the program and want to maintain the overall credits for the degree at 90.

*Motion to approve, approved*

c. Program Amendments

i. Early Childhood Education & Family Studies AAS

- 1. Adding ECE-170. Total credits change from 90 to 91.

ii. Early Learning CC

- 1. Adding ECE-170. Total credits change from 45 to 46.

iii. Educación infantil y estudios familiares AAS

- 1. Adding ECE-170ES. ECE-280ES decreases by one credit. Swapping WR-124ES and ECE-235ES. No change to total credits.

iv. Educación infantil y estudios familiares CC

- 1. Adding ECE-170ES. ECE-280ES decreases by one credit. Swapping WR-124ES and ECE-235ES. No change to total credits.

*Motion to approve, approved*

**5. Old Business**

a.

**6. New Business**

a. Gen Ed Approval for Common Course Numbering

i. Elizabeth Carney presented

ii. Do the Common Course Numbering courses need General Education approval?

iii. It's unclear if the Gen Ed outcomes were considered by the Common Course numbering committees when the courses were being created.

iv. The Gen Ed Team will discuss at their next meeting and come back with a recommendation for this group.

b. Commencement

i. Sarah Steidl presented

ii. Commencement is June 12, 2026 at 4pm.

iii. Look out for emails from Chris Sweet with more information about deadlines, rvsp, and details.

**7. Closing Comments**

*-Meeting Adjourned-*

**Next Meeting: February 20, 2026 (8-9:30am)**

Program	Implementation
Business AAS	2026/SU
Business Management CC	2026/SU

# Program Change Request

Date Submitted: 02/11/26 10:26 am

Viewing: **AAS.BUSINESS : Business**

Last approved: 06/06/25 8:44 am

Last edit: 02/11/26 10:26 am

Changes proposed by: Joshua Aman (josh.aman)

Catalog Pages Using  
this Program

[Business, AAS](#)

Change Type

## Program Contact Information

Are you the Faculty Contact Person?

Yes

### In Workflow

1. Curriculum Office
2. BTBA Chair
3. DASC Dean
4. Curriculum Office
5. Curriculum Committee Approval
6. CCWD Approval
7. NWCCU Approval

### Approval Path

1. 01/27/26 1:38 pm  
Megan Feagles (megan.feagles):  
Rollback to Initiator
2. 01/29/26 1:51 pm  
Megan Feagles (megan.feagles):  
Rollback to Initiator
3. 01/30/26 7:52 am  
Megan Feagles (megan.feagles):  
Approved for Curriculum Office
4. 02/03/26 3:06 pm  
Megan Feagles (megan.feagles):  
Approved for BTBA Chair
5. 02/03/26 3:06 pm  
Megan Feagles (megan.feagles):  
Approved for DASC Dean
6. 02/03/26 3:06 pm  
Megan Feagles

- (megan.feagles):  
Rollback to Initiator
7. 02/03/26 3:11 pm  
Megan Feagles  
(megan.feagles):  
Rollback to Initiator
8. 02/04/26 7:35 am  
Megan Feagles  
(megan.feagles):  
Approved for  
Curriculum Office
9. 02/04/26 9:41 am  
Megan Feagles  
(megan.feagles):  
Rollback to Initiator
10. 02/04/26 11:18 am  
Megan Feagles  
(megan.feagles):  
Approved for  
Curriculum Office
11. 02/04/26 11:19 am  
Beverly Forney  
(beverlyf):  
Approved for BTBA  
Chair
12. 02/04/26 1:02 pm  
Anne-Mary Nash-  
Haruna  
(annemary.nashharu  
Approved for DASC  
Dean
13. 02/09/26 6:02 am  
Megan Feagles  
(megan.feagles):  
Approved for  
Curriculum Office
14. 02/11/26 9:35 am  
Megan Feagles  
(megan.feagles):  
Approved for  
Curriculum

Committee

Approval

15. 02/11/26 9:35 am

Megan Feagles

(megan.feagles):

Rollback to Initiator

16. 02/11/26 10:47 am

Megan Feagles

(megan.feagles):

Approved for

Curriculum Office

17. 02/11/26 1:04 pm

Beverly Forney

(beverlyf):

Approved for BTBA

Chair

18. 02/11/26 3:35 pm

Anne-Mary Nash-

Haruna

(annemary.nashharu

Approved for DASC

Dean

---

## History

1. Oct 6, 2022 by  
clmig-kxayasene
2. Feb 14, 2023 by  
Megan Feagles  
(megan.feagles)
3. Apr 18, 2023 by  
Megan Feagles  
(megan.feagles)
4. Apr 18, 2023 by  
Megan Feagles  
(megan.feagles)
5. May 15, 2023 by  
Megan Feagles  
(megan.feagles)
6. Jun 5, 2023 by  
Megan Feagles  
(megan.feagles)

7. Oct 30, 2023 by  
Megan Feagles  
(megan.feagles)
8. Mar 11, 2024 by  
Megan Feagles  
(megan.feagles)
9. Mar 15, 2024 by  
Megan Feagles  
(megan.feagles)
10. Apr 5, 2024 by  
Megan Feagles  
(megan.feagles)
11. Jun 11, 2024 by  
Megan Feagles  
(megan.feagles)
12. Jun 11, 2024 by  
Megan Feagles  
(megan.feagles)
13. Aug 19, 2024 by  
Megan Feagles  
(megan.feagles)
14. Apr 4, 2025 by  
Megan Feagles  
(megan.feagles)
15. Jun 6, 2025 by  
Sharon Parker  
(sharonp)

## Program Overview

---

Name of Proposed Program

Business

Program Code           AAS.BUSINESS

Award (CCWD)

AAS Degree (90-108 credits) (AAS)

Type of Program       Associate of Applied Science (AAS)  
(CCC)

Educational Focus     Business  
Area

Effective Catalog Edition 2026-2027

Career Area Business and Management

Department Business

Division Arts and Sciences

Other locations (institutions) this Program will be offered

CIP Code 52.0201 - Business Administration and Management, General.

Was your Advisory Committee notified of the change(s)?

Yes

Please attach [Email to Advisory Committee 1-26-26.pdf](#) documentation (meeting minutes, email confirmation, etc).

## Program Award Information

---

### Program Learning Outcomes (PLOs)

---

Upon successful completion of this program, students should be able to:

	Outcome(s)
1	demonstrate an understanding of fundamental business concepts and explain how the functional areas of a business are integrated;
2	interpret and present basic business-related financial information;
3	demonstrate the ability to use a business computer system with Excel, Word, PowerPoint software to create business documents, data files and presentations;
4	demonstrate the ability to communicate effectively to deliver a tailored message to a targeted audience that appropriately uses the vocabulary of business;
5	demonstrate an understanding of key business legal and human resource practices;

	Outcome(s)
6	identify effective interpersonal strategies and concepts, including influence, power, and leadership styles, for individual and group situations;
7	demonstrate the ability to research information, critically evaluate it, communicate it effectively, and use it to inform decision making.

## Proposed Curriculum

### Plan of Study Grid

#### First Year

Fall Term		Credits
<a href="#"><u>BA-101Z</u></a>	Introduction to Business	4.00
<a href="#"><u>BA-131</u></a>	Introduction to Business Computing	4.00
<a href="#"><u>MTH-050</u></a>	<del>Technical Mathematics I<sup>1</sup></del>	<del>4.00</del>
	<u>Select one of the following:</u>	<u>4.00</u>
	<a href="#"><u>MTH-105Z</u></a> <u>Math in Society (Recommended)</u> <sup>1</sup>	=
	<a href="#"><u>MTH-098</u></a> <u>College Math Foundations</u>	=
	<u>Higher Level Math or Statistics</u>	=
<a href="#"><u>WR-121Z</u></a>	Composition I <sup>2</sup>	4.00
<b>Electives</b>		<del>2.00-3.00</del>
<a href="#"><u>FYE-101</u></a>	<del>First Year Experience Level I (Recommended)</del>	
	Credits	16

#### Winter Term

<a href="#"><u>BA-119</u></a>	Project Management Practices	2.00
<a href="#"><u>BA-169Z</u></a>	<u>Data Analysis Using Microsoft Excel</u>	<u>4.00</u>
<a href="#"><u>BA-226Z</u></a>	Introduction to Business Law	4.00
<a href="#"><u>BA-251</u></a>	Supervisory Management	3.00
<a href="#"><u>BA-285</u></a>	<del>Human Relations in Business</del>	<del>4.00</del>
<b>Electives</b>		3.00
	Credits	16

#### Spring Term

<a href="#"><u>BA-206</u></a>	Management Fundamentals	4.00
<a href="#"><u>BA-223</u></a>	Principles of Marketing	4.00
<a href="#"><u>BA-224</u></a>	Human Resource Management	4.00
<b>Electives</b>		3.00-4.00
<a href="#"><u>BA-111</u></a>	General Accounting I (Recommended)	
	Credits	15-16

#### Second Year

Fall Term		Credits
<a href="#"><u>BA-205</u></a>	Business Communications With Technology	4.00
<a href="#"><u>BA-211Z</u></a>	Principles of Financial Accounting	4.00

<u>EC-201Z</u>	<u>Principles of Microeconomics</u>	<u>4.00</u>
<u>PE/Health/Safety/First Aid requirement</u>		1.00
<b>Electives</b>		<del>6.00-7.00</del>
	Credits	13
Winter Term		
<u>BA-213Z</u>	Principles of Managerial Accounting	4.00
<u>WR-227Z</u>	Technical Writing	4.00
<u>Electives</u>		<u>7.00</u>
	Credits	15
Spring Term		
<u>BA-250</u>	Small Business Management	4.00
<u>BA-285</u>	<u>Human Relations in Business</u>	<u>4.00</u>
<u>Electives</u>		<u>7.00</u>
	Credits	15
	Total Credits	90-91

<sup>1</sup>  
Consult with an academic advisor about the requirements if planning to transfer.

<sup>2</sup>  
This course will be removed from the first term if the student enrolls in FYE-101 First Year Experience Level I. WR-121Z Composition I will be rescheduled in a term conducive to a student's preference.

## Electives

By completing all AAS Degree requirements, you will satisfy the requirements for the [Business Management Certificate](#) and the [Management Fundamentals Career Pathway Certificate](#).

Any [BA](#) or [BT](#) course not included in the program, or any of the following:

<u>FYE-101</u>	First Year Experience Level I (Recommended)	2.00
<u>BA-111</u>	<u>General Accounting I (Recommended)</u>	<u>3.00</u>
<u>COMM-111Z</u>	Public Speaking	4.00
<u>CS-125H</u>	HTML & Web Site Design	4.00
<u>CS-181</u>	CMS Web Development	4.00
<u>EC-201Z</u>	<del>Principles of Microeconomics</del>	<del>4.00</del>
<u>EC-202Z</u>	Principles of Macroeconomics (Recommended)	4.00
<u>STAT-243Z</u>	<u>Elementary Statistics I</u>	<u>4.00</u>

Reviewer

Comments

**Megan Feagles (megan.feagles) (02/11/26 9:35 am):** Rollback: additional MTH changes

# Program Change Request

Date Submitted: 02/11/26 10:24 am

Viewing: **CC.BUSMANAGEMENT : Business Management**

Last approved: 06/06/25 8:45 am

Last edit: 02/11/26 10:24 am

Changes proposed by: Joshua Aman (josh.aman)

Catalog Pages Using  
this Program  
[Business Management, Certificate](#)

Change Type

## Program Contact Information

Are you the Faculty Contact Person?

Yes

### In Workflow

1. Curriculum Office
2. BTBA Chair
3. DASC Dean
4. Curriculum Office
5. Curriculum Committee Approval
6. CCWD Approval
7. NWCCU Approval

### Approval Path

1. 02/06/26 10:17 am  
Megan Feagles (megan.feagles):  
Approved for Curriculum Office
2. 02/06/26 11:56 am  
Beverly Forney (beverlyf):  
Approved for BTBA Chair
3. 02/06/26 2:05 pm  
Anne-Mary Nash-Haruna (annemary.nashharu)  
Approved for DASC Dean
4. 02/09/26 6:02 am  
Megan Feagles (megan.feagles):  
Approved for Curriculum Office
5. 02/11/26 9:36 am  
Megan Feagles (megan.feagles):  
Rollback to Initiator

6. 02/11/26 10:47 am  
Megan Feagles  
(megan.feagles):  
Approved for  
Curriculum Office
7. 02/11/26 1:04 pm  
Beverly Forney  
(beverlyf):  
Approved for BTBA  
Chair
8. 02/11/26 3:32 pm  
Anne-Mary Nash-  
Haruna  
(annemary.nashharu  
Approved for DASC  
Dean

## History

1. Oct 6, 2022 by  
clmig-kxayasene
2. Jan 17, 2023 by  
Megan Feagles  
(megan.feagles)
3. Feb 14, 2023 by  
Megan Feagles  
(megan.feagles)
4. Apr 18, 2023 by  
Megan Feagles  
(megan.feagles)
5. Jun 5, 2023 by  
Megan Feagles  
(megan.feagles)
6. Mar 15, 2024 by  
Megan Feagles  
(megan.feagles)
7. Apr 5, 2024 by  
Megan Feagles  
(megan.feagles)
8. Apr 4, 2025 by  
Megan Feagles  
(megan.feagles)

## Program Overview

---

Name of Proposed Program

Business Management

Program Code CC.BUSMANAGEMENT

Award (CCWD)

Certificate (45-60 credits) (CC1)

Type of Program Certificate of Completion (CC)  
(CCC)

Educational Focus Business  
Area

Effective Catalog 2026-2027  
Edition

Career Area Business and Management

Department Business

Division Arts and Sciences

Other locations (institutions) this Program will be offered

CIP Code 52.0201 - Business Administration and  
Management, General.

Was your Advisory Committee notified of the change(s)?

No

Reason the Advisory Committee was not contacted.

I asked the committee about program changes to my AAS Business Degree. The changes I am making for this certificate are the same math requirement adjustments, which were approved by the advisory committee.

## Program Award Information

---

## Program Learning Outcomes (PLOs)

Upon successful completion of this program, students should be able to:

	Outcome(s)
1	make informed business decisions based on the use analysis of financial and budgetary data;
2	demonstrate an understanding of the functions of leading, planning, organizing, and controlling in an organization;
3	identify effective supervisory strategies (e.g. motivation, goal setting, coaching, leadership, etc.) for given individual and group situations;
4	demonstrate the ability to communicate effectively;
5	identify the various laws that impact employee management practices;
6	identify effective supervisory strategies (e.g. motivation, goal setting, coaching, leadership, etc.) for given individual and group situations.

### Proposed Curriculum

#### Plan of Study Grid

Fall Term		Credits
<a href="#">BA-101Z</a>	Introduction to Business	4.00
<a href="#">BA-131</a>	Introduction to Business Computing	4.00
<del>MTH-050</del>	<del>Technical Mathematics I<sup>1</sup></del>	<del>4.00</del>
<u>Select one of the following:</u>		<u>4.00</u>
	<u>MTH-105Z Math in Society (Recommended)<sup>1</sup></u>	=
	<u>MTH-098 College Math Foundations</u>	=
	<u>Higher Level Math or Statistics</u>	=
<a href="#">WR-121Z</a>	Composition I <sup>2</sup>	4.00
	Credits	16
Winter Term		
<a href="#">BA-119</a>	Project Management Practices	2.00
<a href="#">BA-211Z</a>	Principles of Financial Accounting	4.00
<a href="#">BA-226Z</a>	Introduction to Business Law	4.00
<a href="#">BA-251</a>	Supervisory Management	3.00
<a href="#">BA-285</a>	Human Relations in Business	4.00
	Credits	17
Spring Term		
<a href="#">BA-206</a>	Management Fundamentals	4.00
<a href="#">BA-223</a>	Principles of Marketing	4.00

<a href="#">BA-224</a>	Human Resource Management	4.00
<a href="#">Electives</a>		3.00-4.00
	Credits	15-16
	Total Credits	48-49

<sup>1</sup> Consult with an academic advisor about the requirements if planning to transfer.

<sup>2</sup> This course will be removed from the first term if the student enrolls in FYE-101 First Year Experience Level I. WR-121Z Composition I will be rescheduled in a term conducive to a student's preference.

## Electives

By completing all Business Management Certificate requirements, you will satisfy the requirements for the [Management Fundamentals Career Pathway Certificate](#).

Any [BA](#) or [BT](#) course not included in the program, or any of the following:

<a href="#">COMM-111Z</a>	Public Speaking	4.00
<a href="#">CS-125H</a>	HTML & Web Site Design	4.00
<a href="#">CS-181</a>	CMS Web Development	4.00
<a href="#">EC-201Z</a>	Principles of Microeconomics	4.00
<a href="#">EC-202Z</a>	Principles of Macroeconomics	4.00
<a href="#">FYE-101</a>	First Year Experience Level I (Recommended)	2.00
<a href="#">STAT-243Z</a>	<a href="#">Elementary Statistics I</a>	<a href="#">4.00</a>

Reviewer

Comments

**Megan Feagles (megan.feagles) (02/11/26 9:36 am):** Rollback: additional MTH changes