Mendocino-Lake Community College District
CURRICULUM COMMITTEE MEETING MINUTES
December 5, 2025 – 11:30 a.m.

I. GENERAL MATTERS

A. Roll Call
Present: Aguirre, Dingman-Katz, Finnegan, Montes, Osea, Polak, Poturica, Simpson-Logg, Smith, Terrill, Thomas, Whetzel, Xu
Absent: Varela, Zuber
Guests: Calderon, Dewey, Kline, Pai, Petti, Thomas, Varela, Watson-Krasts
Recorder: Nelson

B. Approval of Minutes: M/S/C (Whetzel/Finnegan) to approve the minutes of the November 14, 2025, meeting.

C. Agenda Revisions: ETH 230 time specific at 11:45 a.m.

D. Approval of Agenda: M/S/C (Terrill/Thomas) to approve the agenda as amended.

II. PUBLIC COMMENT
None

III. CONSENT AGENDA
M/S/C (Thomas/Dingman-Katz) to approve the consent agenda.

A. CDEV (Cantrell)
  1. CDEV C1000 – Child Growth and Development
   a. Course modification (CCN - Subject, number, title, catalog description, MOE, textbook, objectives, outline)

B. CSC (Pai)
  1. CSC 161 – Cloud Infrastructure and Security
   a. Course modification (Textbook, outline)

C. LVN (Whetzel, Klein)
  1. LVN 101 – Vocational Nursing I
   a. Course modification (Objectives, SLO, outline)
  2. LVN 102 – Vocational Nursing II
   a. Course modification (Objectives, SLO, outline)
  3. LVN 103 – Vocational Nursing III
   a. Course modification (Objectives, SLO, outline)

D. MTH (Banta)
  1. MTH 40A – Mathematics Laboratory A
   a. Course inactivation
  2. MTH 40B – Mathematics Laboratory B
   a. Course inactivation
  3. MTH 40C – Mathematics Laboratory C
   a. Course inactivation
  4. MTH 40D – Mathematics Laboratory D
   a. Course inactivation
  5. MTH 541 – Get Math Ready!
   a. Course inactivation

IV. COURSE/PROGRAM PROPOSALS

A. FSC (Dewey)

1. FSC 111 – Fire Protection Organization

a. M/S/C (Polak/Whetzel) to approve FSC 111 for distance education.

2. Company Officer Certificate of Achievement

a. Program inactivation – *First reading*

B. CSC (Pai)

1. CSC 104 – Computers and Computer Applications

a. M/S/C (Thomas/Whetzel) to approve the assignment of discipline of Office Technologies.

2. CSC 141 – AI Literacy

a. M/S/C (Whetzel/Terrill) to approve CSC 141 for distance education.

3. CSC 152 – Network OS and Administration

a. M/S/C (Terrill/Finnegan) to approve CSC 152 for distance education.

4. CSC 156 – Digital Forensics Fundamentals

a. M/S/C Polak/Finnegan) to approve CSC 156 for distance education.

5. CSC 159 – Fundamentals of Penetration Testing

a. M/S/C (Whetzel/Finnegan) to approve CSC 159 for distance education.

C. CAM (Petti)

1. CAM 552 – Food Equipment Safety and Sanitation

a. M/S/C (Dingman-Katz/Thomas) to approve CAM 552 for distance education.

D. PSYC (Calderon, Watson-Krasts)

1. PSYC 206 – Human Sexuality

a. M/S/C (Terrill/Thomas) to approve PSYC 206 after revising objective #5.

E. ETH (Varela, Thomas)

1. ETH 230 – Introduction to Chicano Studies – time specific at 11:45 a.m.

a. M/S/C (Whetzel/Finnegan) to approve ETH 230 after revision to objective #1 and objective #4.

2. ETH 240 – Introduction to Native American Studies

a. M/S/C (Thomas/Dingman-Katz) to approve ETH 240.

F. BUS (Buffalo, Finnegan)

1. BUS 114 – Governmental Accounting

a. M/S/C (Thomas/Whetzel) to approve BUS 114.

b. M/S/C (Terrill/Thomas) to approve the assignment of discipline of Accounting or Business.

c. M/S/C (Whetzel/Thomas) to approve the prerequisite.

d. M/S/C (Terrill/Dingman-Katz) to approve BUS 114 for distance education.

V. DISCUSSION

A. UDL Training

Aguirre informed the committee that January 30 from 3-5 p.m. was the date offered by ASCCC to provide training for the new Title 5 requirements related to the course outline of record. Polak suggested recording the training so those that cannot attend can view it at a later date.

Whetzel asked if the committee members would be training other faculty. Aguirre confirmed that that was the idea and the committee could create training materials for other faculty. Whetzel suggested training at a future in-service would be beneficial to train more faculty. Polak added that it would be good for committee members to be leaders in developing a process on how to move forward with implementation and added that the training would be open to all faculty.

B. **Coursedog Update**

Polak informed the committee that implementation of our new curriculum management system, Coursedog, is moving forward. All curriculum proposals must be completed in eLumen by our last curriculum meeting on May 8, 2026. Anything that remains will not move over to Coursedog. Polak added that we are aiming to have Coursedog up and running by October 2026 with migration of data happening over the summer. The Curriculum Committee will receive training at the beginning of Fall 2026 semester. A few highlights about Coursedog include more flexibility and customization, integration with Colleague, and an electronic catalog.

C. **Common Course Numbering**

No updates at this time.

FUTURE MEETINGS: February 6, 2026, March 6, April 10, April 24, May 8

Meeting adjourned at: 12:40 p.m.