

**Yavapai College Curriculum Committee
Meeting Minutes**

Tuesday, January 20, 2026 3:30-5:00 pm

[ZOOM](#)

<u>Topic</u>	<u>Discussion</u>	<u>Action</u>
<p>Call to order/ Establish Quorum</p>	<p>Committee Members: Sara Cooper (Div 5), Robert Cummings (Div 1), Diana Dowling*, Chris Harrison (Div 4), Stacey Hilton, Sean Holmes (Chair), Kim Howell*, Sheila Jarrell, Tiffany Kragnes (Div 2), Thomas Leavitt (Adj Rep), Charles Lohman (Div 2), Lindsay Masten (Div 3), Carolyn Meakins Farnsworth, Trevor Nordin (Div 2), Emily Peek, Kai Ren (Student rep), Andrea Riffel, Tania Sheldahl, Sarah Southwick, Leslie Sparkman-Winsor*</p> <p>Sponsors: Dr. Doug Berry, Dr. Marylou Mercado</p> <p>Guests: Dean Holbrook, Meghan Paquette, Kelsey Rumsey, Helen Stephenson, Taylor Oest, Jason Ebersole, Karent Palmer, Bryan Robertson, Denise Woolsey, Patti Schlosberg.</p> <p><i>*=Not a Voting Member</i></p>	<p>Quorum was met with voting members.</p> <p>Members absent are in yellow.</p>
<p>I. Consent Agenda and Approval of Minutes</p>	<ol style="list-style-type: none"> 1. Meeting minutes from Tuesday, January 6, 2026 <ul style="list-style-type: none"> • Motioned and seconded to approve the minutes. Approved by majority. One abstain. 2. Consent Agenda <ol style="list-style-type: none"> a. REL 261 <ul style="list-style-type: none"> • Motioned and seconded to approve the consent agenda item. Approved unanimously without discussion. 	
<p>II. New Business</p>	<ol style="list-style-type: none"> 1. Critical Care Provider Certificate <ul style="list-style-type: none"> • Emily Peek provided an overview and rationale for resending the proposal through the Committee. • Changes were made to the core program requirements, substituting EMS 203 for 201, to include the correct courses in the schema. • Approved unanimously. 2. Writing for the Screen Certificate 3. FMA 190, 243 & HUM 243 <ul style="list-style-type: none"> • Motioned and seconded to review Writing for the Screen Certificate and FMA courses together. • Helen provided a brief overview of the program and courses. • There was a brief discussion about FMA 243 being cross-listed with HUM 243. The Committee decided to look at those two courses together. • The motion was amended and seconded to include HUM 243 in the discussion with the FMA courses. • The Committee discussed FMA 190 being 	

submitted to fulfill the Gen Ed committee category.

- The Committee discussed HUM 243 course offerings. It was validated that the course was offered last summer and provides better options for transfer to the universities.
- Approved unanimously.

4. ECN 236

- Karen Palmer provided an explanation for the course offering as a Gen Ed, on behalf of Megan Hanna.
- The course is usually on the Gen Ed list across the state, meets the criteria, and does align with other schools.
- The Committee validated it meets the transferability criteria and is similar to other Economic courses.
- It was noted that comments were made to address the Learning Outcomes (LO) for the course. The program decided not to address any course LO's in their curriculum submission.
- Approved unanimously.

5. HUM 236, 243, 260

- The Committee had a lengthy discussion on the deletion of the courses during the 3 year review and deletion process and why these courses were coming back to the Curriculum Committee
- Karen Palmer provided insight into the HUM courses and where they qualify for Gen Ed. The Gen Ed Committee would like to see these courses back in the list of options for students to take and qualify for certain Gen Ed criteria.
- The Committee discussed the history of HUM 236 scheduling and low enrollment.
- The Committee discussed the small list of courses in the Institutions in the Americas Gen Ed category.
- The Committee also discussed the Arts and Humanities extensive Gen Ed course offerings and future additions without deletions.
- There were concerns expressed about bringing back courses without changes to the content within the courses.
- The Committee ultimately decided to amend the motion to approve HUM 236 only and not include HUM 260.
- Approved by majority with three members opposing.

	<ul style="list-style-type: none"> • HUM 260 voting discussion occurred: deny HUM 260 or go with a vote and everyone opposes. Both result in not approving HUM 260 to move forward. • The Committee voted to deny HUM 260. Approved by majority, one denied, and two members abstained from the vote. <p>6. PSY 210, 245, 250, 266</p> <ul style="list-style-type: none"> • The Committee discussed PSY 210 comments in Curriculog. The course was not approved by Gen Ed, but there were changes made to the Learning Outcomes so a vote is still necessary. • Emily Peek provided a brief overview of the slight changes made to the PSY courses Learning Outcomes. • Karen Palmer provided an explanation for not being approved by the Gen Ed Committee. The PSY courses do not transfer to any of the universities and each course needs to have at least one transfer to one university to meet the Gen Ed criteria for YC. • Approved unanimously. <p>7. Honors Courses</p> <ul style="list-style-type: none"> • Denise provided an overview for the Honors course propoals. The Honors courses match original courses, currently available, with one CLO added to designate it as an honors course and an H in the title. • ART 201H • The Committee discussed the cross listing with the regular course, enrollment concerns, and the selection of choices made for the Honors courses. • Honors courses were chosen by faculty and further discussions will be held regarding course offerings and scheduling. • The Committee discussed differences in the titles of the Honors courses. Course titles were reviewed and modified to be consistent in the catalog. • The Committee briefly discussed the common Learning Outcome for the honors courses, differentiating it from the regular courses. The Honors courses also require Program Admission. • Approved Unanimously. • CHP 230H • The Committee reviewed the designation for the Honors courses and discussed the current course: CHP 230. 	<p>Denise Woolsey will reach out to Leslie Sparkman and include her in scheduling discussions.</p>
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	<ul style="list-style-type: none"> • Emily Peek provided an explanation for the proposal and reviewed comments in Curriculog to note that only one CHP 230 course would be offered. The current proposal will replace the existing course. • Approved unanimously. • COM 131H • No discussion. Approved unanimously • ENG 101H, 102H • No discussion. Approved unanimously • HIS 131H • The Committee discussed reviewing and voting for the remaining Honors courses together. • POS 110H • PSY 290H • SOC 101H • The Committee commented on the reason for the Honors designation and how it shows up on student transcripts, especially for transfer. • The Committee voted to approve HIS 131H, POS 110H, PSY 290 H, and SOC 101H together. Approved unanimously. <p><i>*Items 3-7 are pending Gen Ed Committee approval.</i></p>	
III. Adjournment	<ul style="list-style-type: none"> • Motioned and approved unanimously. 	
Next Meetings	<ul style="list-style-type: none"> • February 3rd • February 17th • March 3rd • April 7th • April 21st 	