

**CRAFTON HILLS COLLEGE
CURRICULUM COMMITTEE
Meeting Minutes 09/25/23**

VOTING MEMBERS:
Note: ✓ If Present

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|---|--|
| Gwen DiPonio (Co-Chair) <input checked="" type="checkbox"/> | Kristen Clements <input checked="" type="checkbox"/> |
| Kim Salt (Co-Chair) <input checked="" type="checkbox"/> | Nick Reichert <input checked="" type="checkbox"/> |
| Alex Beechko <input checked="" type="checkbox"/> | Rick Hogrefe <input checked="" type="checkbox"/> |
| Andrew Guevara <input checked="" type="checkbox"/> | Scott Rippy <input checked="" type="checkbox"/> |
| David Liu <input checked="" type="checkbox"/> | Shohreh Rahbaria <input checked="" type="checkbox"/> |
| Debbie Bogh <input checked="" type="checkbox"/> | Troy Dial <input checked="" type="checkbox"/> |
| Kelly Boebinger <input checked="" type="checkbox"/> | |

NON-VOTING MEMBERS:
Note: ✓ If Present

| | |
|---|---|
| Elizabeth Lopez <input type="checkbox"/> | Kay Weiss <input checked="" type="checkbox"/> |
| Ivan Pena <input checked="" type="checkbox"/> | Dan Word <input type="checkbox"/> |
| Jeff Smith <input type="checkbox"/> | Keith Wurtz <input checked="" type="checkbox"/> |

I. Call to Order and members

II. Approval of Minutes – 09/11/23 Minutes approved as written (1) abstention as they were not in attendance at the last meeting.

III. Action Items

COURSE DELETIONS

a. Course Subject/Number: ([Multimedia 212](#))

Title: Digital Media Careers

Rationale: This course gives students an overview of the varied work environments in Digital Media including full time and contract opportunities, as well as job search techniques, resume and cover letter writing skills. This is an essential class to prepare students for successful jobs search as well as providing students with skills required to navigate through the evolving gig economy.

Distance Ed: Yes

Delivery Method: Fully Online

Originator: Kern-Foster, Iris

Effective: Fall 2024

Approved

IV. Reports/Operational Issues

- **Confirmed that all comments under Methods of Evaluation are showing up in Curriqnet.**
- **Methods of Evaluation percentages discussed, some Universities do not want to see 100% for exams and class participation etc. better to leave the percentage blank.**

V. Next Meeting: October 9, 2023

