

Curriculum Committee Meeting

Thursday, October 23rd, 2025

1:00PM-Building 4, Room 41

Attendees: Christina Hale (Chair), Happy Gingras (CAO), Dr. Dean McCall, Manika Parker, Camille Richardson, Erica Caracoglia, Vickie Murphy, Ryal Watkins, Hunter Millard, Christine Somerville, Allison Stalls (Non-voting member), James Kennedy (Non-voting member).

Christina Hale opened the meeting at 1:04 p.m.

1. Approval/Additions to agenda-None

2. Approval of Minutes from Last meeting:
Motion to approve: Happy Gingras
Second the Motion: Manika Parker
All in favor: Yes
Opposed: None

3. Audit Policy: This item was previously discussed and tabled for further research. Additional findings confirm that colleges are permitted to establish this as a local policy. The proposed change involves removing the “two-time limit” from MCC’s current audit policy. It was noted that MCC does not receive FTE funding for students auditing a class. The committee discussed whether to limit the number of auditing students per class and affirmed that students aged 65 and older who audit a course may not displace credit-seeking students. It was also noted that Cosmetology students often audit classes to complete required program hours. The committee agreed on a policy revision allowing students to audit a class more than twice. However, priority enrollment will continue to be given to credit-seeking students, and auditors may be removed from a class if space is needed for those pursuing credit.

Motion to approve: Erica Caracoglia
Second the Motion: Dean McCall
All in favor: Yes
Opposed: None

4. Level III ISA COA and MCC: An agreement with College of the Albemarle for students to take their general education curriculum courses related to the Aviation systems Technology AAS at MCC and for the College of the Albemarle to provide curriculum courses related to the Aviation systems Technology AAS. The institution that teaches the class receives the FTE.

Motion to Approve: Erica Caracoglia

Second the Motion: Hunter Millard

All in favor: Yes

Opposed: None

5. Welding Technology Changes: The committee discussed a proposed program change. Ryal requested adjustments to allow for more appropriate “other major” hours within the Welding Technology curriculum. The proposal includes replacing **ELC-112** with **ELC-113** and **ELC-117** with **ELC-114**. It was noted that **ELC-112** and **ELC-117** are advanced courses that have proven challenging for students who are not enrolled in the Electrical Systems Technology program. The recommended changes would provide Welding Technology students with a more practical and applicable skill set aligned with their field of study. Program will remain at 64 total credit hours.

Motion to Approve: Erica Caracoglia

Second the Motion: Christine Somerville

All in favor: Yes

Opposed: None

6. Automotive BHS Certificate: This item was discussed regarding removing the original certificate pathway that was implemented when the program was first established. This pathway includes a course that is no longer offered at MCC or BHS. Since that time, a new local certificate with updated requirements has been created. Ryal proposed removing the C60160P6 pathway to prevent confusion and ensure students are not mistakenly enrolled in the incorrect program. It was noted that there are currently no active students in this pathway.

Motion to Approve: Camille Richardson

Second the Motion: Vickie Murphy

All in favor: Yes

Opposed: None

Christina Hale adjourned the meeting at 1:42p.m.