



**Curriculum & Instruction Team Meeting
November 20, 2025 Minutes**

C&I Team Members

X	Lori Armstrong	X	Dr. Ian Nicolaides
	JoElla Basler	X	Kayla Sauerbrunn
X	David Black	X	Dr. Kristin Shelby (Chair)
X	Danielle Boyd	X	Rebecca Steinmetz
X	Anita Gentry		Kristy Stephenson
	Amanda Hannan	X	Dr. April Teske (advisory)
X	Wendy Harris	X	Dr. Ryan Thornsberry
	Lorena Hines		Director of Financial Aid (vacant)
X	Dr. Dane Muckler (Co-Chair)		Executive Director of IE (vacant)

"X" indicates members present

- I. Call to Order
- II. Roll Call
- III. Approval of C&I Minutes from October 16, 2025 [**motion-Dane Muckler; second-Wendy Harris; motion carried to approve minutes as presented**]
- IV. Action Items for Discussion and Vote
 - a. Allied Health (Chair Dr. Ian Nicolaides/Dean Amanda Hannan)

[motion to consider all OTA course description changes (i-viii) together-Lori Armstrong; second-Wendy Harris; motion failed. Reason: Suggested changes should not be part of course description. Recommendation was to include this language in OTA program guide.]

 - i. Course Description Change: OTA 0110 Clinical Observation (effective Spring 2026)
 - ii. Course Description Change: OTA 0112 Activities of Daily Living (effective Spring 2026)
 - iii. Course Description Change: OTA 0133 Clinical Rotation I (effective Spring 2026)



- iv. Course Description Change: OTA 0134 Occupational Therapy in Physical Disability (effective Spring 2026)
- v. Course Description Change: OTA 0205 Occupational Therapy in Pediatrics (effective Spring 2026)
- vi. Course Description Change: OTA 0210 Occupational Therapy Theory I (effective Spring 2026)
- vii. Course Description Change: OTA 0230 Clinical Rotation II (effective Spring 2026)
- viii. Course Description Change: OTA 0231 Occupational Therapy Theory II (effective Spring 2026)
- b. Career Tech (Chair Wendy Harris/Dean Kristy Stephenson)
 - i. Program Description Change: Cosmetology (COS 2139) One-Year Certificate (effective Fall 2026) **[motion-Lori Armstrong; second-Ryan Thornsberry; motion carried]**
 - ii. Program Description Change: Nail Technology (NLT 1128) Less-Than-One-Year Certificate (effective Fall 2026) **[motion-Rebecca Steinmetz; second-David Black; motion carried]**
 - iii. Course Description Change: COS 0151 Cosmetology Laboratory I (effective Fall 2026) **[motion to consider all COS course description changes (iii-viii) together-Lori Armstrong; second-Rebecca Steinmetz; motion carried]**
 - iv. Course Description Change: COS 0153 Cosmetology Laboratory II (effective Fall 2026)
 - v. Course Description Change: COS 0154 Cosmetology Theory III (effective Fall 2026)
 - vi. Course Description Change: COS 0155 Cosmetology Laboratory III (effective Fall 2026)
 - vii. Course Description Change: COS 0156 Cosmetology Theory IV (effective Fall 2026)



- viii. Course Description Change: COS 0157 Cosmetology Laboratory IV (effective Fall 2026)
 - c. Humanities/Social Sciences (Chair JoElla Basler/Dean Dr. Kristin Shelby)
 - i. Course Title and Description Change: GOV 0117 Introduction to American Government (effective Fall 2026) **[motion-Wendy Harris; second-Lori Armstrong; motion carried]**
 - ii. New Course: GOV 0116 Introduction to State and Local Government (3 credits, 3 lecture, 0 lab; Spring semester course) (effective Fall 2026) **[motion-David Black; second-Dane Muckler; motion carried]**
 - d. Math/Science (Chair Lori Armstrong/Dean Dr. Kristin Shelby)
 - i. Course Description Change: BIO 0111 Introduction to Biology (effective Spring 2026) **[motion-Rebecca Steinmetz; second-Ryan Thornsberry; motion carried]**
 - ii. Course Description Change: BIO 0115 Human Biology (effective Spring 2026) **[motion-Rebecca Steinmetz; second-Ryan Thornsberry; motion carried]**
 - e. Nursing (Dean & DON Amanda Hannan)
 - f. Other
- V. Information Items (No Action Required)
- a. OTA Prerequisite Changes (see OTA Other Current Program/Catalog Changes attachment for details): OTA 0100; OTA 0110; OTA 0131; OTA 0132; OTA 0210; OTA 0217; OTA 0218; OTA 0230; OTA 0231
 - b. Course Update: COS 0232 Cosmetology Refresher Course - Changed from 1 lecture, 8 lab hours to 1 lecture, 6 lab hours to reflect 4 credit hours. (Effective Spring 2026)
 - c. New 1.6 Course: IND 0152 Digital Threat Assessment (.5 credit hours; effective 10/25/2025)
- VI. Other Business **[None]**



- a. 2026-27 proposed C&I Team meeting date change from the third Thursday of the month to avoid SCC Board meetings.
 - i. Proposed C&I Team meeting change: Move to the second Thursday of the month from 2-4pm. This avoids SCC Board meetings and ensures the December 1 catalog deadline is met. We can also meet in December and May, if needed, for any clean-up items prior to the end of the semester.

Potential 2026-27 C&I meeting dates:

- September 10, 2026 (Items due by September 2, 2026)
- October 8, 2026 (Items due by September 30, 2026)
- November 12, 2026 (Items due by November 4, 2026)
- December 10, 2026 (Items due by December 2, 2026)
- January 2027 (No meeting)
- February 11, 2027 (Items due by February 3, 2027)
- March 2027 (No meeting - Spring Break)
- April 8, 2027 (Items due by March 31, 2027)
- May 13, 2027 (Items due by May 5, 2027)
- June & July 2027 (Virtual vote, as needed)

VII. Upcoming C&I Meeting Dates (Items due electronically by date indicated)

- a. December 2025 (No meeting)
- b. January 2026 (No meeting)
- c. February 19, 2026 (Items due February 10, 2026)
- d. March 19, 2026 (Items due March 10, 2026)
- e. April 16, 2026 (Items due April 7, 2026)
- f. May 2026 (No meeting)
- g. June & July 2026 (Virtual vote, as needed)

VIII. Adjournment [**motion-Dane Muckler; second-David Black; motion carried**]