Yavapai COLLEGE **Yavapai Banner Ethos**

Submitted on Nov 12, 2026 at 6:09 PM by Emily Peek

Curriculum Committee Agenda 11/17/26

Date	Meeting type	Starts At	Ends At	Room
Nov 17, 2026	online	3:30 PM	5:00 PM	—

Notes

AGENDA	**TOPIC**
Call to Order	Committee Members: Aderemi Adedokun (Div 5), Amanda Atherton (Div 5), Diana Dowling*, Chris Harrison (Div 4), Stacey Hilton, Sean Holmes (Chair), Kim Howell*, Tiffany Kragnes (Div 2), Thomas Leavitt (Adj Rep), Charles Lohman (Div 2), Lindsay Masten (Div 3), Carolyn Meakins Farnsworth*, Bob Moon (Div 1), Trevor Nordin (Div 2), Emily Peek, Andrea Riffel, Karly Way Schauwecker (Div 4), Tania Sheldahl, Amy Smith*, Sarah Southwick, Quinton Voss (Div 1), Leslie Sparkman-Winsor*, Lee Ann Walker, Ashlynn Waggener ELT Sponsor: Dr. Marylou Mercado **=Not a Voting Member*
Approval of Minutes	• Meeting minutes from Tuesday, November 3, 2026
New Business	• Proposals: ◦ Computer Systems & Applications AAS ◦ Behavioral Health Technician Cert ◦ BHS 150, 155, 160, 165, 170, 180 ◦ EDU 242, 243 ◦ Paralegal Studies AAS ◦ LAW 180, 245, 280, 285 ◦ Automated Industrial Control Cert ◦ CNC Machining Cert ◦ EGR 180 ◦ MET 200, 250, 270 ◦ CNC 202
DISCUSSION	• Upcoming Proposals
Adjourn	

AGENDA TOPIC	
Upcoming Meetings	• December 1 – Agenda TBD ◦ ELT 111 ◦ 3-D Printing Certificate ◦ TDP 101, 108, 201, 210, 250, 270 ◦ Magnetic Resonance Cert ◦ RAD 100, 115, 135, 141, 142, 158, 161, 162, 170, 175, 185, 201, 202, 215, 250, 255 ◦ ICE 100, 110, 150, 155, 200, 210, 215, 250, 255 ◦ DMS 123, 130 ◦ EMS 124 ◦ Gunsmithing AAS ◦ Custom Firearms Design & Manufacturing Cert ◦ Gunsmithing Cert ◦ GST 211, 224, 230, 240 • December 15 – Agenda TBD ◦ Legal Paraprofessional Certificate ◦ Advanced Manufacturing Technology AAS ◦ Diesel Technician AAS ◦ Diesel Technician Cert ◦ Automotive Master Cert ◦ Automotive Tech AAS ◦ Autobody Paint Collision Cert ◦ AUT 105, 106, 107, 110, 111, 124, 126, 134, 136 ◦ HIS 104, 105, 131, 131H, 132 ◦ POS 110, 110H, 120 ◦ REL 207 ◦ PHI 232 ◦ MAT 172, 220, 221, 212, 212a • January - Agendas TBD ◦ Viticulture & Enology AAS ◦ Enology Cert ◦ VEN 215 ◦ MSL 201, 201L, 202, 202L, 301, 301L, 302, 302L, 401, 401L, 402, 402L ◦ Fire Science AAS ◦ Fire Service Advanced Cert ◦ Fire Service Company Officer Cert ◦ Fire Service Driver/Operator Cert ◦ Fire Investigation and Prevention Specialist Cert ◦ FSC 137, 200, 255 ◦ Private Pilot Cert

AGENDA	TOPIC

- Instrument Pilot Cert
- Commercial Pilot Cert
- Flight Instructor Cert
- Instrument Flight Instructor Cert
- Multi-Engine Pilot Cert
- AGEC
- Associate of Arts
- BAS in Business
- BS in Business
- Associate of Business
- Management AAS
- Management-Entrepreneurship Principles and Practice Cert
- Management Cert
- ACC 131, 132, 320
- BSA 228, 237, 238, 300, 305, 310, 320, 330, 395, 400, 410, 497
- LDR 300
- MGT 220, 233, 330
- MKT 340

Proposals (22)

Name	Request type	Decisions	Status
LAW245 **Submitted on Oct 27, 2026 at 10:43 PM by Tiffany Kragnes**	New Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Public Services - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Public Services (notification) - Approved > Curriculum Committee - Pending	Pending
BHS160 **Submitted on Oct 27, 2026 at 6:59 PM by Ashley Picard**	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
Automated Indust Tech (CERT) **Submitted on Oct 26, 2026 at 11:26 PM by Elizabeth Peters**	Edit Program	Author - Approved > Division 1 Dean - Lewis - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - Lewis (notification) - Approved > Curriculum Committee - Pending > Interim Provost and VP of Workforce Development, Health Science, & Public Services - Not Started > Format Review in Coursedog - Not Started > Substantive Change Review - Not Started > Approved - Not Started > Substantive Change Routing - Not Started > Financial Aid Director (notification) - Not Started > Post-Integration Verification in Banner - Not Started > Export Proposal PDF - Not Started	Pending
EGR180 **Submitted on Oct 26, 2026 at 11:38 PM by Elizabeth Peters**	Edit Course	Author - Approved > Department Approvals - Approved > Department Approval: Computer Numerical Control - Approved > Department Approval: Electronics Technology - Approved > Department Approval: Engineering - Approved > Department Approval: Machining & Manufacturing Tech - Approved > Department Approval: Media and Extended Realities - Approved > Division 1 Dean - CTEC - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - CTEC (notification) - Approved > Curriculum Committee - Pending	Pending

Name	Request type	Decisions	Status
Behavioral Health Tech (CERT) Submitted on Oct 27, 2026 at 6:39 PM by Ashley Picard	Edit Program	Author - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Ritter (notification) - Approved > Curriculum Committee - Pending > Interim Provost and VP of Workforce Development, Health Science, & Public Services - Not Started > Format Review in Coursedog - Not Started > Substantive Change Review - Not Started > Approved - Not Started > Substantive Change Routing - Not Started > Financial Aid Director (notification) - Not Started > Post-Integration Verification in Banner - Not Started > Export Proposal PDF - Not Started	Pending
LAW285 Submitted on Oct 27, 2026 at 9:46 PM by Tiffany Kragnes	New Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Public Services - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Public Services (notification) - Approved > Curriculum Committee - Pending	Pending
LAW180 Submitted on Oct 27, 2026 at 10:50 PM by Tiffany Kragnes	New Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Public Services - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Public Services (notification) - Approved > Curriculum Committee - Pending	Pending
EDU243 Submitted on Oct 27, 2026 at 11:16 PM by Heather Leavitt	Edit Course	Author - Approved > Department Approvals - Approved > Division 4 Dean - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 4 Dean (notification) - Approved > Curriculum Committee - Pending > Format Review in Coursedog - Not Started > Approved - Not Started > Post-Integration Verification in Banner - Not Started > ACETS Submission (AZTransfer) - Not Started > Export Proposal PDF - Not Started	Pending
Paralegal Studies (AAS) Submitted on Nov 12, 2026 at 6:59 PM by Tiffany Kragnes	Edit Program	Author - Approved > Division 2 Dean - Public Services - Approved > EXCEPTION APPROVAL: Interim Provost and VP of Workforce Development, Health Science, & Public Services - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Ebersole (notification) - Approved > Curriculum Committee - Pending > Interim Provost and VP of Workforce Development, Health Science, & Public Services - Not Started > Format Review in Coursedog - Not Started > Substantive Change Review - Not Started > Approved - Not Started > Substantive Change Routing - Not Started > Financial Aid Director (notification) - Not Started > Post-Integration Verification in Banner - Not Started > Export Proposal PDF - Not Started	Pending
CNC202 Submitted on Oct 27, 2026 at 10:35 PM by Michael Schaible	Edit Course	Author - Approved > Department Approvals - Approved > Department Approval: Computer Numerical Control - Approved > Department Approval: Engineering - Approved > Department Approval: Gunsmithing - Approved > Division 1 Dean - CTEC - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - CTEC (notification) - Approved > Curriculum Committee - Pending	Pending
MET250 Submitted on Oct 27, 2026 at 10:42 PM by Michael Schaible	Edit Course	Author - Approved > Department Approvals - Approved > Department Approval: Computer Numerical Control - Approved > Division 1 Dean - CTEC - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - CTEC (notification) - Approved > Curriculum Committee - Pending	Pending
BHS150 Submitted on Oct 27, 2026 at 6:57 PM by Ashley Picard	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
EDU242 Submitted on Oct 27, 2026 at 11:12 PM by Heather Leavitt	Edit Course	Author - Approved > Department Approvals - Approved > Department Approval: Education - Approved > Division 4 Dean - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 4 Dean (notification) - Approved > Curriculum Committee - Pending > Format Review in Coursedog - Not Started > Approved - Not Started > Post-Integration Verification in Banner - Not Started > ACETS Submission (AZTransfer) - Not Started > Export Proposal PDF - Not Started	Pending
MET200 Submitted on Oct 26, 2026 at 11:27 PM by Elizabeth Peters	Edit Course	Author - Approved > Department Approvals - Approved > Department Approval: 3-D Printing - Approved > Department Approval: Computer Numerical Control - Approved > Department Approval: Electronics Technology - Approved > Department Approval: Machining & Manufacturing Tech - Approved > Department Approval: Media and Extended Realities - Approved > Division 1 Dean - CTEC - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - CTEC (notification) - Approved > Curriculum Committee - Pending	Pending

Name	Request type	Decisions	Status
CNC Machining (CERT) **Submitted on Oct 27, 2026 at 10:52 PM by Michael Schaible**	Edit Program	Author - Approved > Division 1 Dean - Lewis - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - Lewis (notification) - Approved > Curriculum Committee - Pending > Interim Provost and VP of Workforce Development, Health Science, & Public Services - Not Started > Format Review in Coursedog - Not Started > Substantive Change Review - Not Started > Approved - Not Started > Substantive Change Routing - Not Started > Financial Aid Director (notification) - Not Started > Post-Integration Verification in Banner - Not Started > Export Proposal PDF - Not Started	Pending
BHS180 **Submitted on Oct 27, 2026 at 6:58 PM by Ashley Picard**	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
BHS155 **Submitted on Oct 27, 2026 at 7:00 PM by Ashley Picard**	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
MET270 **Submitted on Oct 27, 2026 at 10:39 PM by Michael Schaible**	New Course	Author - Approved > Department Approvals - Approved > Division 1 Dean - CTEC - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 1 Dean - CTEC (notification) - Approved > Curriculum Committee - Pending	Pending
BHS170 **Submitted on Oct 27, 2026 at 6:58 PM by Ashley Picard**	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
LAW280 **Submitted on Oct 27, 2026 at 9:41 PM by Tiffany Kragnes**	New Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Public Services - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Public Services (notification) - Approved > Curriculum Committee - Pending	Pending
BHS165 **Submitted on Oct 27, 2026 at 6:59 PM by Ashley Picard**	Edit Course	Author - Approved > Department Approvals - Approved > Division 2 Dean - Health Sciences - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 2 Dean - Health Sciences (notification) - Approved > Curriculum Committee - Pending	Pending
Computer Systms & Appl (AAS) **Submitted on Oct 28, 2026 at 7:28 PM by Michael Holmes**	Edit Program	Author - Approved > Division 5 Dean - Approved > Technical Review Team - Approved > Agenda Prep Step - Approved > Division 5 Dean (notification) - Approved > Curriculum Committee - Pending > Interim Provost and VP of Workforce Development, Health Science, & Public Services - Not Started > Format Review in Coursedog - Not Started > Substantive Change Review - Not Started > Approved - Not Started > Substantive Change Routing - Not Started > Financial Aid Director (notification) - Not Started > Post-Integration Verification in Banner - Not Started > Export Proposal PDF - Not Started	Pending

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