

# CURRICULUM COMMITTEE SUMMARY

**November 14, 2019**

**3:00 pm – 5:00 pm**

**Bonelli Hall 330**

**Members Present:** Patrick Backes – Articulation Officer & Curriculum Analyst (Non-voting); Erin Barnthouse – Learning Resources; Mary Bates – Mathematics, Science and Health Professions; David Brill -Visual and Performing Arts; Tricia George – Humanities; Holly Hitt-Zuniga - Applied Technologies; Lisa Hooper – Faculty Co-Chair; Susan Ling – At large member; Jeremy Patrich – At large member; Carly Perl – Adjunct Representative; Garrett Rieck – Noncredit; Cindy Stephens – At large member; Omar Torres – Administrative Co-Chair; Robert Wonser (Substitute for Anne Marenco – Social and Behavioral Sciences)

**Members Absent:** Larry Alvarez – Ad Hoc Member; Steve Erwin – Admissions and Records; Julie Hovden – Enrollment Services; Saburo Matsumoto – At large member; Physical Education & Athletics – Vacant

## NEW COURSE PROPOSALS – FINAL READ

The need for the following new course proposals were approved at previous Curriculum Committee meetings or are a repackaging or existing curriculum. These course outlines were reviewed through a technical review process and will now be reviewed by curriculum committee. The authors are not required to attend this meeting to represent these new course proposals.

Subject & Number	Title	Description of Action	Author	Effective
NC.CGSL-003	Money Management for College and Beyond	0 units (noncredit), 8 – 18 hours. <b>New SLO. New DLA, both 100% online and hybrid options.</b>	A. Harris G. Rieck	TBD
NC.ENGL-001	Essential Reading and Writing Skills I	0 units (noncredit), 12 - 18 hours. <b>New SLO's (2).</b>	A. Terzian A. Kempler M. Angelino K. Haglund G. Rieck	TBD
NC.ENGL-002	Essential Reading and Writing Skills II	0 units (noncredit), 12 - 18 hours. <b>New SLO's (2).</b>	A. Terzian A. Kempler M. Angelino K. Haglund G. Rieck	TBD

**-Motion to approve NC.CGSL-003; Motion by Mary Bates, second by Erin Barnthouse. All in favor: Unanimous.**

**-Motion to approve NC.ENGL-001 & 002; Motion by David Brill, second by Mary Bates. All in favor: Unanimous.**

## TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
FIRETC-102	Fire Prevention	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-103	Fire Protection Systems	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-104	Building Construction For Fire Protection	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-105	Fire Behavior and Combustion	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-106	Principles of Fire and Emergency Service Administration	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-109	Principles of Fire and Emergency Services Safety and Survival	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-110	Wildland Fire Behavior	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-120	Hazardous Materials Chemistry	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020

## TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

FIRETC-123	Fire Investigation	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
FIRETC-125	Firefighting Tactics and Strategies	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”. <i>Advisory Board minutes supporting this prerequisite addition attached.</i>	K. Kawamoto	Fall 2020
NC.CGSL-002	Online Learning and Strategies for Success	<b>Changed prefix, number and title (Formerly NC.COUN-030 “Distance Learning and Strategies for Success”). Hours changed to 8 – 18 (Formerly 18 hours.)</b>	G. Rieck	Spring 2020
NC.CSEC-001	CSEC Part 1: The Commercial Sexual Exploitation of Children – Awareness and Identification Training	Hours changed to 4 – 6 (Formerly 6 hours.)	G Rieck	Spring 2020
NC.CSEC-002	CSEC Part 2: The Commercial Sexual Exploitation of Children – Intervention and Prevention Training	Hours changed to 4 – 6 (Formerly 6 hours.)	G Rieck	Spring 2020

## MODIFIED COURSES – CONSENT CALENDAR

The following modified courses were reviewed, and recommended for approval as part of the Consent Calendar of this agenda, through a technical review process. These courses will not be reviewed during this committee meeting, and the authors of the following courses are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
GEOGRPH-102	Human Geography	Revised description, objectives and content, updated textbooks, <b>Revised SLO.</b>	J. Patrich	Fall 2020
GEOGRPH-103	Weather and Climate	Revised description, objectives and content, updated textbooks, <b>Revised SLO.</b>	J. Patrich	Fall 2020
GEOLOGY-109L	Earth Science Laboratory	Revised objectives and content, updated textbooks, <b>Revised SLO.</b>	J. Patrich	Fall 2020
MATH-211	Calculus I	Revised objectives and content, updated textbooks.	M. Sherry	Fall 2020
MEA-100	Mass Media and Society	Revised description, objectives and content, updated textbooks.	D. Brill	Fall 2020
MEA-101	Television and Film Media Aesthetics	Revised objectives and content, updated textbooks.	D. Brill	Fall 2020
MEA-108	Screenwriting Fundamentals	Revised objectives and content, updated textbooks.	D. Brill	Fall 2020
MEA-110	Writing for Multimedia Journalism	<b>Change title (Formerly “Writing for Journalism and New Media”).</b> Revised description, objectives and content, updated textbooks, <b>Revised SLO.</b>	D. Brill	Fall 2020
MEA-111	Exploring Video Field Production	Revised objectives and content, <b>Revised SLO’s (2).</b>	D. Brill	Fall 2020
NC.BCSK-MA3	Essential Math Skills for College I	<b>Changed Title (Formerly “Noncredit Arithmetic I”). Hours changed to 15 – 24 (Formerly 30 hours).</b> Revised description, objectives and content, updated textbook.	S. Matsumoto C. Johnson	Spring 2020
NC.BCSK-MA4	Essential Math Skills for College II	<b>Changed Title (Formerly “Noncredit Arithmetic II”). Hours changed to 15 – 24 (Formerly 30 hours).</b> Revised description, objectives and content, updated textbook.	S. Matsumoto C. Johnson	Spring 2020
NC.CGSL-001	Resources and Strategies for College Success	<b>Changed prefix, number and title (Formerly NC.COUN-025 “Noncredit Transition”). Hours changed to 8 – 18 (Formerly 24 hours.)</b> Revised description, objectives and content. <b>Revised SLO.</b>	G. Rieck A. Loaiza	Spring 2020

OCEAN-101	Oceanography	Revised description, objectives and content, updated textbook.	C. Perl	Fall 2020
PARLGL-101	Introduction to Law	Revised objectives and content, updated textbooks.	N. Faudree L. Young	Fall 2020
PARLGL-104	Contract Law	Revised objectives and content, updated textbooks.	L. Young	Fall 2020
PARLGL-105	Tort Law	Revised objectives and content, updated textbooks.	L. Young	Fall 2020
PARLGL-107	Legal Ethics	Revised objectives and content, updated textbooks.	L. Young	Fall 2020

## NEW INSTRUCTIONAL SERVICE AGREEMENT (ISA) COURSES – CONSENT CALENDAR

The following course proposals were reviewed, and recommended for approval as part of the Consent Calendar of this agenda, in a technical review session. These courses will not be reviewed during this committee meeting, and the authors of the following courses are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
LEPD-018A	Use of Force/De-Escalation (Crisis Negotiation)	0.25 units, 8 hours lecture, <b>new SLO. New prerequisite of LEPD-100 or equivalent POST certified Academy.</b>	J. Dulla	Spring 2020
LEPD-051A	Dispatcher – Officer Safety Awareness	0.25 units, 8 hours lecture, <b>new SLO.</b>	J. Dulla	Spring 2020
LEPD-051B	Dispatcher UPD – Public Safety	0.25 units, 8 hours lecture, <b>new SLO.</b>	J. Dulla	Spring 2020
LEPD-051C	Enhanced Dispatch Assistance for Patrol Perimeters – Principles	0.15 units, 6 hours lecture, 2 hours lab, <b>new SLO's (2).</b>	J. Dulla	Spring 2020
LEPD-117	Basic Course Module I	6 units, 123 hours lecture, 189 hours lab, <b>new SLO's (2). New prerequisite of LEPD-100 or equivalent POST certified Academy.</b>	J. Dulla	Spring 2020
LEPD-119	Basic Course Module III	4 units, 52 hours lecture, 183hours lab, <b>new SLO's (2). New prerequisite of LEPD-100 or equivalent POST certified Academy.</b>	J. Dulla	Spring 2020
NC.FIRT-030	Wildland Fire Chain Saws	0 units (noncredit) 20 hours lecture, 10 hours lab, <b>New SLO's (2).</b> <i>Existing credit course being converted to noncredit.</i>	D. Breshears	Spring 2020
NC.FIRT-045	E-962 All Hazards Planning Section Chief	0 units (noncredit) 32 hours lecture, <b>New SLO. New prerequisites of NC.FIRT-020, 021 and 085.</b> <i>Existing credit course being converted to noncredit.</i>	D. Breshears	Spring 2020
NC.FIRT-102	Emergency Medical Technician	0 units (noncredit) 105 hours lecture, 88 hours lab, <b>New SLO's (2).</b> <i>Existing credit course being converted to noncredit.</i>	D. Breshears	Spring 2020

## NEW/MODIFIED PREREQUISITES – CONSENT CALENDAR

The following is a summary of new and modified prerequisites that are being approved as part of the Consent Calendar of this agenda.

Subject & Number	Title	Suggested Enrollment Limitation	Author	Effective
FIRETC-102	Fire Prevention	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-103	Fire Protection Systems	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-104	Building Construction For Fire Protection	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-105	Fire Behavior and Combustion	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-106	Principles of Fire and Emergency Service Administration	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-109	Principles of Fire and Emergency Services Safety and Survival	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-110	Wildland Fire Behavior	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-120	Hazardous Materials Chemistry	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-123	Fire Investigation	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
FIRETC-125	Firefighting Tactics and Strategies	Adding prerequisite of “Completion of or concurrent enrollment in FIRETC-101 or completion of an accredited Fire Academy”.	K. Kawamoto	Fall 2020
LEPD-018A	Use of Force/De-Escalation (Crisis Negotiation)	New prerequisite of LEPD-100 or equivalent POST certified Academy.	J. Dulla	Spring 2020

## NEW/MODIFIED PREREQUISITES – CONSENT CALENDAR

The following is a summary of new and modified prerequisites that are being approved as part of the Consent Calendar of this agenda.

LEPD-117	Basic Course Module I	New prerequisite of LEPD-100 or equivalent POST certified Academy.	J. Dulla	Spring 2020
LEPD-119	Basic Course Module III	New prerequisite of LEPD-100 or equivalent POST certified Academy.	J. Dulla	Spring 2020
NC.FIRT-045	E-962 All Hazards Planning Section Chief	New prerequisites of NC.FIRT-020, 021 and 085.	D. Breshears	Spring 2020

## NEW DISTANCE LEARNING ADDENDUMS – CONSENT CALENDAR

The following is a summary of new Distance Learning Addendums (DLA's) that were reviewed in technical review sessions and recommended for approval as part of the Consent Calendar of this agenda. The authors of the following new DLA's are not required to attend this meeting.

Subject & Number	Title	Type of Delivery	Author	Effective
NC.CGSL-003	Money Management for College and Beyond	100% online and hybrid.	A. Harris G. Rieck	TBD

**-Motion to approve the 11/14/2019 Consent Calendar as presented above; Motion by Jeremy Patrich, second Lori Young. All in favor: Unanimous.**

## NEW PROGRAM PROPOSALS – FINAL READ

The need for the following new program proposals were approved at previous Curriculum Committee meetings. These program outlines were reviewed through a technical review process and will now be reviewed by curriculum committee. The authors are not required to attend this meeting to represent these new program proposals.

Program	Degree/Certificate	Description of Action	Author	Effective
College Success Toolkit	Certificate of Competency	3 required courses (NC.CGSL-001, 002, 003), <b>new program SLO.</b>	G. Rieck	TBD
Essential Reading and Writing Skills	Certificate of Competency	2 required courses (NC.ENGL-001 & 002), <b>new program SLO.</b>	A. Terzian A. Kempler M. Angelino K. Haglund G. Rieck	TBD

**-Motion to approve the College Success Toolkit Certificate of Competency and the Essential Reading and Writing Skills Certificate of Competency; Motion by Mary Bates, second Erin Barnthouse. All in favor: Unanimous.**



New Credit Courses	6	Modified Noncredit Courses	6	Modified Prerequisites	-0-
New Noncredit Courses	6	New DLA's	1	Deleted Courses	-0-
New Programs	2	New SLO's	21	Deleted Programs	-0-
Modified Programs	-0-	Modified SLO's	4	Proposals Reviewed in Technical Review Session	36
Modified Credit Courses	24	New Prerequisites	14	Proposals Returned from Technical Review Session	-0-

**Career Education Advisory Board Minutes  
College of the Canyons – Fire Technology  
10/3/2019  
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
<b>Chair</b>				
<b>Business Partners including Industry, Non-Profit and Community Based Organizations</b>				
Foster Mclean	Fire Prevention Supervisor	fmclean@cityofventura.ca.gov		
<b>Program Chair</b>				
Keith Kawamoto	Fire Tech. Department Chair / COC	Keith.kawamoto@canyons.edu		
<b>Dean</b>				
<b>4-year college discipline instructor(s)</b>				
<b>Student Representative(s)</b>				
Danielle Desch	Student / COC	dmdesch@my.canyons.edu		
Lily Fulkerson	Student / COC	lgfulkerson@canyons.edu		
Juan Gonzalez	Student / COC	Gonzalezdanny1198@gmail.com		
John Pittman	Student / COC			
Pam Rubenstien	Student / COC	psrubenstien@my.canyons.edu		
<b>K12 discipline instructor(s)</b>				
<b>Discipline faculty</b>				
<b>Parent(s)</b>				
<b>Counselor(s)</b>				
<b>Staff</b>				

<b>Other guest(s)</b>				
<b>Ximena Rodriguez</b>	Assistant Principle	Ximena.rodriguez@lausd.net		
<b>Jeremy Villalovos</b>	Instructor / William S. Hart Fire Academy	jvillalovos@hartdistrict.org		

**AGENDA**

	<b>Notes</b>	<b>ACTION</b>
1. Welcome and Introductions (Director, Career and Technical Education) <ul style="list-style-type: none"> <li>1.1 Statement of Purpose</li> <li>1.2 Review/Approval of Minutes</li> </ul> <i>Motion to Approve the minutes of the last meeting by:</i> <i>Motion Seconded by:</i>	Meeting Commenced:  Welcome and Introductions: All  Approval of Minutes: All	
2. Review of Course Sequence <ul style="list-style-type: none"> <li>2.1 Hart District</li> <li>2.2 College of the Canyons</li> <li>2.3 CSU and UC Articulation</li> </ul>	<ul style="list-style-type: none"> <li>- The course sequence equals two years at the college.</li> <li>- The two degrees offered at the college are the Pre-Service degree and the In-Service degree.</li> <li>- Classes are held in the fall, spring, summer and winter.</li> <li>- There are six instructors, five are part-time.</li> <li>- Students are entering a Pathway to complete their degree sooner.</li> <li>- Beginning fall 2019, Health Science 046 can now be used as an elective towards the Fire Technology degree.</li> <li>- The student reps think 046 is a good class and should be taken in high school and before the EMT class.</li> <li>- A Hazmat course was offered this semester and will be offered again.</li> <li>- With the In-Service degree, students can double dip and apply credits towards an AA degree.</li> <li>- It has been difficult finding a qualified instructor to teach the Company Officer courses.</li> <li>- The Faculty Inquiry group is working on Assessment of Prior Learning to figure out how credit can be earned on the current job.</li> <li>- To assess prior learning, a certification test was recommended as a way to determine if someone is qualified. A portfolio was also recommended.</li> <li>- A noncredit CPAT test is being developed this semester and will hopefully be offered next year.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Other committee recommended noncredit courses specifically for the Fire Technology program include test and interview preparation and resume writing. Consider combining the three topics into one class for one semester.</li> <li>- It was recommended that the CPAT test be replicated at COC.</li> <li>- Consider implementing actual on air experience for students.</li> <li>- Consider offering Fire Prevention certification.</li> <li>- There is potential to offer State Fire Marshall classes at the college.</li> <li>- There is consideration to make the 101 course a pre-requisite or co-requisite course. Students believe it is a good idea.</li> </ul>	
<p>3. Current Status of Program (Advisory Board Chair):</p> <p>3.1 Numbers of students</p> <ul style="list-style-type: none"> <li>▪ Special Population/Non Traditional Core Indicators (Perkins)</li> <li>▪ Reading proficiencies (Hart District)</li> </ul> <p>3.2 Student success – completers</p> <p>3.3 Student success - employment</p> <p>3.4 Labor Market Analysis</p> <ul style="list-style-type: none"> <li>▪ Job Titles</li> <li>▪ Median Living Wage</li> <li>▪ Validated Need for Training</li> </ul> <p>3.5 Industry Certification (if applicable)</p> <p>3.6 Program Accomplishments</p>	<ul style="list-style-type: none"> <li>- Two hundred and seventy five students are Fire Tech. students this semester.</li> <li>- 91.6% of students are male, 8.4% are female.</li> <li>- 49.5% of students are Latino, 38.2% are Caucasian.</li> <li>- 81.4% of students are under the age of twenty five, 44.7% are under age twenty.</li> <li>- The program is trying to implement life skills to teach students how to make responsible choices. Jeremy believes the potential noncredit courses will help with this.</li> <li>- It would be helpful for health limitations/qualifications for becoming a Fire Fighter to be discussed with students early on in the program.</li> </ul>	
<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> <li>▪ Do the program completers meet the current industry standard or industry need?</li> <li>▪ What curriculum modifications would you suggest to meet skill gaps?</li> <li>▪ Review of Assessment Procedures</li> <li>▪ What equipment/ facility needs can you identify that would better prepare students to enter your field?</li> </ul> <p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> <li>▪ Able to think critically, problem-solve</li> <li>▪ Able to find resources</li> </ul>	<ul style="list-style-type: none"> <li>- Funds should be used to purchase equipment for the replicated CPAT course and fire code books, and the Wild Life Fire Fighter Certification classes.</li> </ul>	

<ul style="list-style-type: none"> <li>▪ Effective interpersonal skills</li> <li>▪ Communication skills - oral, written</li> <li>▪ Adequate time management and organization - prioritization skills</li> <li>▪ Personal qualities - professionalism</li> <li>▪ Able to project manage</li> <li>▪ Other?</li> </ul> <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> <li>▪ Classroom visits by industry</li> <li>▪ Informational Interviews</li> <li>▪ Site visits/Field Trips</li> <li>▪ Ride Alongs</li> <li>▪ Project Based Learning</li> <li>▪ Internships</li> </ul> <p>4.5 Postsecondary Scholarship Creation</p>		
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p> <p>5.4 What other suggestions do you have for program improvement?</p>	<ul style="list-style-type: none"> <li>- Creating posters featuring women fire fighters was recommended to attract more females into the program.</li> <li>- Female Fire Tech. students should visit the high schools.</li> <li>- Student reps believe an orientation session would have been helpful before entering the program.</li> <li>- Feedback was given that the Fire Tech. website is not very helpful or intriguing.</li> <li>- It was suggested that more info on the different areas within the Fire Technology program be included on the website and to have student experience videos be uploaded.</li> <li>- An Awareness Day for the Fire Technology program taken to the high schools may be a good way to bring more students.</li> <li>- Jeremy will look into bringing fire trucks to the campus for students to have a hands-on experience.</li> <li>- Advisory Board members unanimously believe and agree that FIRETC101 "Principles of Emergency Services" should be a corequisite to take other Fire Tech classes.</li> </ul>	

<p>Motion to Approve Course Curriculum and Continue Operation of the Program was made by: Motion Seconded By: All in favor: Yes All opposed:</p>		
<p>6. Other business 6.1 Additional Items     ▪ Hiring 6.2 Next meeting time, place, date.</p>	<p>- Micah and Keith will discuss sequencing courses.</p>	