

Meeting Minutes
Curriculum Committee
March 3, 2026
Cowan Hall 103
4:00 p.m.

Members: Casey Donoven, Andy Bradshaw, Gary Succaw, Jason Tanner, Kyra Kaercher, Nicholus Despot, Tyler De La Vega

Members Present: Casey Donoven, Andy Bradshaw, Gary Succaw, Kyra Kaercher, Nicholus Despot

Guests: Lorren Schlotfeldt, Karyn Billmayer, Jennifer Brown

Chair: Casey Donoven

Minutes: Jodi Kueffler

Call to Order: Casey Donoven called the meeting to order at 4:02 p.m.

Agenda:

- Motion was made by Andy Bradshaw to approve the agenda.
- The second was made by Gary Succaw.
- Question.
- Approved.

Minutes:

- Minutes from October 1, 2025 meeting will be reviewed for approval at next meeting.
- Motion was made by Kyra Kaercher to approve the minutes from February 3, 2026.
- Second was made by Gary Succaw.
- Question.
- Approved.

Proposals:

- 25-20; Course Name Change – GDSN 240 Branding & Ad Campaign Design (formerly known as Electronic Design 1)
 - Renaming course to focus more on branding.
 - Working with Miles City Community College on an articulation agreement and renaming course helps with making sure courses line up to be transferred.
 - Motion was made by Nicholus Despot to approve.
 - The second was made by Gary Succaw.
 - Question.
 - Approved.
- 25-21; New Course Proposal – WRIT 550 Advanced Professional Writing
 - Course can be used as part of the Master of Science Teaching in a Content Area program to teach English.
 - Motion was made by Kyra Kaercher to approve.
 - The second was made by Nicholus Despot.
 - Question.
 - Approved.
- 25-22; New Course Proposal - ANTY 210 Intro to Biological Anthropology with Lab
- 25-24; New Course Proposal - ANTY 220 Culture and Society
- 25-26; New Course Proposal - ANTY 351 Archaeology of North America
 - Motion was made by Gary Succaw to batch proposals 25-22; 25-24; and 25-26.
 - The second was made by Nicholus Despot.
 - Question.
 - Approved.
 - New courses that could be used for possible future anthropology minor.
 - Courses follow MUS Common Course Numbering.
 - Motion was made by Gary Succaw to approve.
 - The second was made by Nicholus Despot.
 - Question.
 - Approved.

- 25-29; Major Program Revision - Minor Applied Ag
- 25-30; Major Program Revision – Bachelor of Agricultural Operations Technology
- 25-31; Major Program Revision - Applied Associates of Agriculture Technology
 - Motion was made by Gary Succaw to batch proposals 25-29; 25-30; and 25-31.
 - The second was made by Andy Bradshaw.
 - Question.
 - Approved.
 - All three proposals changed AG 150 to CAPP 156.
 - The minor and advisor approved elective language in the bachelor’s degree should be revised to specify 33 credits with 16 credits from upper-division courses.
 - Motion was made by Kyra Kaercher to approve the above batch with amendments.
 - The second was made by Nicholus Despot.
 - Question.
 - Approved.
- 25-32; Major Program Revision - A.A.S. Plumbing Technology
- 25-33; Course Name Change - PLUM 100 Introduction to the Plumbing Trades, Level One (formerly known as Introduction to the Plumbing Trades)
- 25-34; Course Name Change - PLUM 120 Mathematics for Plumbers and Pipefitting (formerly known as Introduction to the Plumbing Trades)
- 25-35; Course Name Change - PLUM 125 Introduction to the Plumbing Trades, Level Two (formerly known as Plumbing Fixtures)
- 25-36; Course Revision - PLUM 170 Uniform Plumbing Codes
- 25-37; New Course Proposal - PLUM 1XX Introduction to Sheet Metal
- 25-38; Course Name Change - PLUM 200 Plumbing 200, Plumbing Level Three (formerly known as Plumbing 200, Hydronic Heating & Cooling)
- 25-39; Course Name Change - PLUM 230, Plumbing Level Four (formerly known as Plumbing 230, Hangers, Supports & Field Testing)

- 25-40; Course Name Change - PLUM 270 Journeyman Plumbers Exam Prep (formerly known as Plumbing 270, Hydronic Heating & Cooling)
- 25-41; New Course Proposal - PLUM 2XX Introduction to Heating, Ventilating & Refrigeration Air Conditioning
 - Revising program and course names to align with Apprenticeship Education Program courses.
 - Course objectives are vague and should be revised for more clarification.
 - 24-41 needs to be updated to reflect it is a 4-credit class throughout proposal and update the lab time.
 - Motion was made by Gary Succaw to table 25-32; 25-33; 25-34; 25-35; 25-36; 25-37; 25-38; 25-39; 25-40; and 25-41 for amendment changes to be made and electronic vote at a later time.
 - The second was made by Kyra Kaercher.
 - Question.
 - Approved.

Adjournment:

- Motion to adjourn was made by Andy Bradshaw.
- The second was made by Gary Succaw.
- Question.
- Approved.

Respectfully Submitted by,
Jodi Kueffler