

**HSH Division Curriculum Committee
Final Minutes
Friday, May 23, 2025
HSH Conference Room 5212
12:30PM**

Item	Action	Presenter(s)
1. Welcome and check-in	Discussion: Meeting started 12:32pm	All
2. Updates from the CCC	Information: <ul style="list-style-type: none"> Discussed various options for Minimum grade requirement for local GE proposed by the CCC. Between the members present and those who had e-mailed, the consensus was 3 votes for option 2 (“C” or better) and 4 votes for Option 3 (allowing for 1 “D” and a 2.0 GPA). This information will be shared with the CCC. Please encourage everyone to update their SLOs. Use the master HSH course spreadsheet in case anyone needs assistance. Updates on the work being done for common course is causing delays in some of the Title 5 reviews. Please consult with Mary Vanatta for guidance on possible work arounds. 	Campbell, Draper
3. Approval of 4/18/25 minutes	Action Motion to approve: M/S (St Onge-Cole, Chan) Approved	Campbell, Draper

4. Certificate of completion name change: Emergency Medical Technician	<p>Discussion/Action:</p> <p>Requesting name to change from <i>Emergency Medical Technologies</i> to <i>Emergency Medical Technician</i> to ensure consistency between credit and noncredit certificate naming.</p> <p>Motion to approve: M/S (St Onge-Cole, Campbell) Approved</p>	Kurusu
5. New certificate of achievement proposal: Emergency Medical Technician	<p>Discussion/Action:</p> <p>The EMT Department would like to mirror our noncredit EMT Certificate of Completion by creating a credit EMT Certificate of Achievement.</p> <p>Motion to approve: M/S (St Onge-Cole, Chan) Approved</p>	Kurusu
6. New certificate proposal: 12-Lead ECG Interpretation (EMS 412, EMS 413, EMS 414)	<p>Discussion/Action</p> <p>The 12-Lead ECG Interpretation course is a three-part series. Students who complete all three classes will receive a Certificate of Completion.</p> <p>Motion to approve M/S (St Onge-Cole, Chan) Approved</p>	Kurusu
7. New course proposal: Noncredit AHS 452	<p>Discussion/Action</p> <p>This course will mirror the credit AHS 52, providing a starting point for ESL students with the goal of bridging into our allied health classes.</p>	Kurusu

<p>Stand-alone courses: EMS 60C, EMS 61C, EMS 62C</p>	<p>Motion to approve: M/S (St Onge-Cole, Chan) Approved</p> <p>These elective courses are part of a seminar series, primarily focused on case studies, designed to supplement our paramedic curriculum.</p> <p>Motion to approve: M/S (St Onge-Cole, Chan) Approved</p>	
<p>8. Title 5 course review</p> <p>VT 52A</p> <p>PHT 51</p> <p>PHT 52A</p> <p>PHT 52B</p> <p>PHT 53</p>	<p>Discussion/Action</p> <p>Reviewed and discussed revisions Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Reviewed and discussed revisions with a special note for distance learning approval for Fall 2025 Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Reviewed and discussed revisions Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Program name updated, formatting simplified, and minor revisions made, including the addition of an equity statement. No major content changes were made. Acronyms need to be expanded for clarity. COR was rolled back to Su but has been approved pending these final changes.</p>	<p>St Onge-Cole</p> <p>Su</p>

<p>PHT 54 A</p> <p>PHT 54 B</p> <p>PHT 55 B</p> <p>PHT 56</p>	<p>Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Program name updated, formatting simplified, and minor revisions made, including the addition of an equity statement. No major content changes were made. Acronyms need to be expanded for clarity. COR was rolled back to Su but has been approved pending these final changes.</p> <p>Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Reviewed and discussed revisions Motion to approve M/S (St Onge-Cole, Kurisu) Approved</p> <p>Program name updated, formatting simplified, and minor revisions made, including the addition of an equity statement. No major content changes were made. Acronyms need to be expanded for clarity. COR was rolled back to Su but has been approved pending these final changes.</p> <p>Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Reviewed and discussed revisions Motion to approve M/S (St Onge-Cole, Kurisu) Approved</p> <p>Reviewed and discussed revisions</p>	
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PHT 63	<p>Motion to approve M/S (St Onge-Cole, Kurisu) Approved</p> <p>Program name updated, formatting simplified, and minor revisions made, including the addition of an equity statement. No major content changes were made. Acronyms need to be expanded for clarity. COR was rolled back to Su but has been approved pending these final changes.</p>	
PHT 64A	<p>Motion to approve: M/S (St Onge-Cole, Kurisu) Approved</p> <p>Name updated, minor revisions made, and formatting simplified. An equity statement was added, and no major content changes were made. Rolled back to revise objectives for measurability and to expand approved acronyms</p>	
PHT 64B	<p>Name updated, minor revisions made, and formatting simplified. An equity statement was added, and no major content changes were made. Rolled back to revise objectives for measurability and to expand approved acronyms.</p>	
PHT 200L	<p>Name updated, minor revisions made, and formatting simplified. An equity statement was added, and no major content changes were made. Rolled back to revise objectives for</p>	

RT 54A	measurability and to expand approved acronyms Increased to 3 units with expanded content, added an equity statement, updated and reformatted course objectives, and aligned course content. Fast-tracked for a Fall start.	Campbell
RT 62B	Motion to approve: M/S (St Onge-Cole, Chan) Approved Revised course objectives and aligned them with course content. Included an equity statement and made minor revisions.	
DA 88	Motion to approve: M/S (St Onge-Cole, Chan) Approved. Revised course objectives and aligned them with course content. Included an equity statement and made minor revisions.	Staana
Courses removed from the agenda: RT 54B, DA 51B, DA 85	Motion to approve: M/S (St Onge-Cole, Chan) Approved.	
9. HSH CC 2025 meeting schedule	Information/Discussion June 6, 2025 12:30pm	Campbell, Draper
10. Good of the order		
11. Adjournment		Campbell, Draper

Attendees:

Cathy Draper, Instructor, Health Department, HSH Curriculum Committee Representative

Rachelle Campbell, Program Director, Radiologic Technology Dept. HSH Curriculum Committee Representative

Shaelyn St Onge-Cole, Program Director, Veterinary Technology, HSH Curriculum Committee Representative

Zenaida (Pia) Staana, Acting Director of Dental Assisting Program

Patti Chan, Program Director, Dental Hygiene

Glenn Kurisu, Program Director, EMS Department

Jarod Middleton, Primary Paramedic Instructor, EMS Department

Minutes recorded by: Glenn Kurisu