

**Curriculum, Instruction, and Student Services (CISS) Committee**

November 28, 2023

5:00 – 6:00 PM

Zoom Meeting: (1 of 2 for AY2023-24)

# MEETING MINUTES

**VPCC College Board Members Present: Dr. Jonathan Romero, Dr. Keisha Melvin, and Dr. Vince Warren.**

**VPCC College Board Member Absent: Mr. Steven Ferguson.**

**VPCC Staff Present: Dr. Kerry Ragno, Dr. Joseph Fairchild, and Myleah Kerns.**

**Notes recorded by: Angela Robinson**

## A. Call to Order

Following a welcome Dr. Romero called the meeting to order at 5:04 PM. It was established that the college board members in attendance formed a quorum and the meeting proceeded.

## B. Review of October 4, 2023 and April 5, 2023 CISS Committee Meeting Minutes

The recommendation was made to review and approve the CISS committee meeting minutes recorded on October 4 and April 5, 2023. Noting that due to a quorum not formed at the May 17, 2023 meeting it was discovered that the April 5 minutes had not yet been approved. After review of each, a motion was made by Dr. Melvin, seconded by Dr. Warren and the Virginia Peninsula Community College board members approved both the October 4 and April 5 minutes, as presented.

## C. Program Discontinuance: CSC Welding Technology Basic {221-995-01} *November 16, 2023 Curriculum Committee*

Following a brief presentation facilitated by Myleah Kerns, who formerly served as Interim Associate Dean of STEM, the board members held a discussion and requested specific data on the rationale to discontinue Welding Technology Basic. The program discontinuance is due to low enrollment. The Virginia Peninsula Community College board approved the recommendation to discontinue the Career Studies Certificate (CSC) Welding Technology Basic program, as presented.

## D. Program Discontinuance: (CSC) Welding Technology Advanced {221-995-02} *November 16, 2023 Curriculum Committee*

Following a brief presentation facilitated by Myleah Kerns, who formerly served as

Interim Associate Dean of STEM, the board members held a discussion and requested

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## Program Discontinuance: (CSC) Welding Technology Advanced {221-995-02}, continued

specific data on the rationale to discontinue Welding Technology Advanced. The program discontinuance is due to low enrollment. The Virginia Peninsula Community College board approved the recommendation to discontinue the Career Studies Certificate (CSC) Welding Technology Advanced program, as presented.

**The committee confirmed no additional actions, business, or topics of discussion and at 5:31 PM the meeting adjourned.**

**The next CISS Committee meeting date is February 14, 2023, and will be communicated through a Public Notice.**

**Respectfully submitted by,**

## Angela Robinson

CISS Committee Meeting Minutes

November 28, 2023

Page | 2