

## **Counseling Division Curriculum Committee Minutes**

**5/15/18**

**Attendees:** Lety Serna, Alexis Donato and Evan Gilstrap

- I. Approved division curriculum minutes from 3/27/18**
  
- II. CRLP 73 (Effective Resume Writing) & CRLP 74 (Successful Interviewing Techniques)**
  - Took time out of meeting to research similar courses at other community colleges to see how they present these topics.
  - Difficult to find a stand-alone resume and interviewing course
  - Found that topic content was infused into a career course
  
- III. CRLP 7**
  - Course was approved for distance education and hybrid
  - Course can be offered online
  
- IV. C3MS**
  - Looked at CNSL 5 and CNSL 56 to see what else is needed to push through the curriculum process