**CURRICULUM COMMITTEE [DRAFT]**

Minutes

December 04, 2015

Present: Lars Campbell, Jackie Curry, Carol Dodson, Sue Goff, Carrie Kyser, Terry Mackey, Brenda Marks, Mike Mattson, Lilly Mayer, Tracy Nelson, Gwenda Richards Oshiro, Polly Schultz (Chair), Tara Sprehe, Shelly Tracy, Dru Urbassik (Recorder), Bill Waters, Pam Akini, Mark Yannotta, Jeff McAlpine

Not Present: Matthew Altman, Dustin Bare, Chippi Bello, Dave Bradley, Sue Caldera, Jackie Flowers, Bev Forney, Phillip King, Barry Kop, Andy Mingo, Nicole Rosevear, Cynthia Risan, Laurette Scott, April Smith, Jaime Wood

1. **Welcome & Introductions**—Polly Shultz
2. **Minutes**

The November 5th meeting minutes were reviewed.

Action: Committee members voted approve meeting minutes.

1. **Consent Agenda**

Item #1: Course Number Changes

Item #2: Course Credit/Hours Change

Item #3: Course Title Change

Item #4: Outlines Reviewed for Approval

**Action: Committee voted to approve Consent Agenda with the removal of “ING” from the first two SLO’s for GS107 and PH121**

1. **Informational items**

Catalog Changes- Bill Waters

* Due to student planning we need consistency, including how programs are listed in the catalog
* Most depts. Have the courses listed by term
* A few departments list requirements without term
* Must settle on one or the other
* The requirement list works better with student planning
  + What the requirements are
  + When are they offered
* Need to settle on how they will be in the catalog
  + Will need approval from CC and other committees
  + Just a heads up
  + Will be working on this for the next month and a half

1. **Old Business**

None

1. **New Business**

***Retail Management/Quality Control***

Program Amendments

* WAFC Retail Management
  + Added business math
  + Allows student to select one or the other for just the cert or if they want to go into the AS
  + Students go through the list, so Pam switched the order based on info from student advising
  + Approved
* Retail Management Expanded Certificate
  + Changing name to expanded certificate
  + Advisory board recommendation
    - First cert with additional
    - Added another course
  + Approved
* Retail MGMT Career Pathway-
  + Statewide
  + Submitted by K Falls
    - Approved in January 4 2016
    - We are opting into the program
  + Aligns with labor market information
    - No new courses
  + How many other schools are opting in?
    - We think 4
  + Approved
* LEAN Process Management
  + Amendment
  + an amendment to QS-122
  + These changes change the certificate
  + Approved
* New course
  + QS-123
  + In partnership with PGE
  + Wanted an into to six sigma since we have an intro to LEAN
  + Some of the pieces that came out of the 50 hrs went into this new course
  + For LEAN we have about 48 students through PGE, we are anticipating 27 every nine months for Six Sigma
  + Approval

***English***

* New Program
  + Emphasis in English, OSU
    - Approved at OSU last Spring
    - Need CC approval to get it in the catalog
    - Currently have with Merylhurst and U of O
    - Tailored to the target school they want to attend after CCC
    - Approved

***Energy and Utility Resource Management***

* Program Amendment
  + Hydro Generation
    - APPR
    - No longer recognized as Appr for UG per PGE and Bowley request
    - Changing just the prefixes and making it a CTE instead of an APPR
    - Now have three classes for operator’s license
    - Approved
  + UG
    - Two year degreed
    - Change from APPR to UG
    - Reconfiguration to take the three additional classes to become operators or take three gen eds to just be a plant worker
    - Approved
  + ERM-112
    - Blue print reading is a large part of the industry
      * Different types of blueprints
      * This course details all the different types
        + Gas, electrical, ect
      * approved
  + New Certificate- table
* ***Ed, Human, CJ***
  + New Courses
    - CJA-290
      * Variable credit elective
      * Spring term
      * First topic gangs
      * Send back to IDA for adjusting credits to be variable and repeatable in credit hour section, not just the course description
      * Approved with adjustment of credits
    - EM-210, 212, 211
      * All asked for through FEMA
        + In partnership with FEMA
        + We have the instructor and issue the grades and assessment
        + FEMA’s curriculum
        + Polly discussed the variable credit time for per credit

Bill confirmed that there is an ISP amendment about this going on right now

* + - * All three approved
    - FRM-271
      * Updated curriculum for a previously deactivated course
        + Allows for 270 and 271 to be offered together since they are often required in the field
      * Associated with the Forest Service
      * Approved
  + Reinstated/Updated Courses (Cynthia Spoke)
    - FRP-295
      * Meets the I-400 requirement
        + Description changed
        + Currently inactive
        + Agencies BLM , Forest Service Oregon Dept of Forestry
      * They ask for these standards, industry standards
      * Approved
    - FRP-107
      * 3 credits to 1 credits
      * Tabled to 1/8, not on list

***Placement Test Terminology***

Having challenges putting scores in Colleague,

* ACT and SAT scores can be used in place of the compass test
* Why are we placing students into, when we should be placing them out of
* Creation of dummy courses
* If we say you placed “out of” it gives them more open options of where to go next
* Looking for feedback if there is support to move
  + Do other schools use this?
    - Not a lot of research been done on that
    - Could affect students who transfer
    - Have started the conversation with students
    - Tara will look into what other schools are doing
  + How does this affect requisites
    - We will have to change the terminology
    - Student planning is driving a lot of these changes
  + How does the system know where a student is appropriately placed
  + See what other schools are going to do, we are leading this initiative right now
  + We are number 4 in two year schools for military and the top on the west coast
    - We are leading in placement and should do more to leverage that
  + Includes staff from many areas of the college, think it is a good idea
  + Survey of students would be needed
  + There could be a psychological outcome of this too

***Mathematics***

MTH-098

Language in catalog that talks about computational requirement

The alternate pathway offers a class that also fills the computation requirement

* Will be up to the AS degree programs
* May need more discussion on where to target this particular class
* Related instruction list?
* May need to change the ISP
* What if it doesn’t meet a requirement just as with Nursing
* Where will be need to spell out that MTH-098 will be an option for students
  + Currently done between MTH-050 and 065
  + Need to address where MTH-098 goes
  + Needs some ISP work
  + Adam or Ellis should sit with Bill and Dru and see where they are, what pieces they need to touch, and where we can go

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| **Next Meeting for 2015-16: January 08, 2015 CC127 8-9:30am** |